



Gladstone School District 115

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May 11, 2016 - 6:30 PM

1. CALL MEETING TO ORDER
 - a. Flag Salute
2. RECOGNITION OF STUDENTS, STAFF AND/OR PUBLIC
 - a. Valedictorians and Salutatorians
 - b. GHS Student Recognition
 - c. GHS Student Work Display
3. APPROVAL OF MINUTES
 - a. April 13, 2016 Regular Session
4. DISCUSSION/REPORTS
 - a. Star 360
5. ACTION ITEMS
 - a. Approve PACE Declaration of Trust Agreement
 - b. Approve Administrator Election
 - c. Approve Request for Resignation/Release from Contract – Kintz
 - d. Approve 2016-2017 School Board Meeting Calendar
6. INFORMATION FROM STUDENT REPRESENTATIVE
7. INFORMATION FROM ADMINISTRATIVE STAFF
8. SUPERINTENDENT'S REPORT
 - a. Financial Report
 - b. Board Policies - Second Reading:
 - BBFA – Board Member Ethics and Conflicts of Interest
 - BBFB – Board Member Ethics and Nepotism
 - GBC – Staff Ethics
 - GCDA/GDDA – Criminal Records Checks/Fingerprinting
 - IGAEB – Drug, Alcohol and Tobacco Prevention, Health Education
 - IKF – Graduation Requirements
 - INDB – Flag Displays and Salute
 - JEA – Compulsory Attendance
 - JEC – Admissions
 - KL – Public Complaints
 - c. Personnel – Information Only

9. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

- a. Summer School Board Workshop
- b. OSBA's 2016 Summer Board Conference
- c. 8th Grade Recognition and Graduation Participation

10. PUBLIC PARTICIPATION

Reminder that statements by members of the public should be concise and will be limited to three (3) minutes. Questions for the Board should be submitted in writing.

11. ADJOURNMENT

The next regular School Board meeting is scheduled at 6:30 p.m. on Wednesday, June 8, 2016 at the School District Administration Office, 17789 Webster Road, Gladstone, Oregon.

Agenda items for the next regular School Board meeting:

Financial Report

Third Reading and Adoption of Policies

BBFA – Board Member Ethics and Conflicts of Interest

BBFB – Board Member Ethics and Nepotism

GBC – Staff Ethics

GCDA/GDDA – Criminal Records Checks/Fingerprinting

IGAEB – Drug, Alcohol and Tobacco Prevention, Health Education

IKF – Graduation Requirements

INDB – Flag Displays and Salute

JEA – Compulsory Attendance

JEC – Admissions

KL – Public Complaints

Sharon Soliday, School Board Chair

Bob Stewart, Superintendent

Board of Directors:

Sharon Soliday, Chair Nicole Couzens, Vice Chair Carlos Castaneda Rod Cole Kristin Eaton Jay Schmidt Bruce Wadsworth

PUBLIC PARTICIPATION IN BOARD MEETINGS

1. A visitor may be recognized by the Chair by rising, identifying himself/herself with his/her full name and address, and stating his/her purpose for appearing.
2. A group of visitors with a common purpose will designate a spokesperson to speak for the group.
3. Anyone wishing to address the Board on any item may do so during the public comments section of the agenda. The Board reserves the right to delay discussion of any item presented to later in the meeting or at a subsequent meeting. So the Board can give thoughtful responses, questions to the Board need to be submitted in writing.
4. Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda.
5. At the discretion of the Chair, when meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing information to the Board secretary on a sign-in sheet prior to the meeting. This will help the Chair provide adequate time for each agenda item.
6. Statements by members of the public should be concise and will be limited to three (3) minutes.
7. Speakers may offer objective criticism of school operations and programs but the Board will not hear complaints concerning specific school personnel. The Chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals.
8. These procedures will be published on the back of every Board meeting agenda.
9. Please turn off or silence all electronic devices during the Board meeting.

Board of Directors:

Sharon Soliday, Chair Nicole Couzens, Vice Chair Carlos Castaneda Rod Cole Kristin Eaton Jay Schmidt Bruce Wadsworth

SUPERINTENDENT'S REPORT

May 11, 2016

1. CALL MEETING TO ORDER
 - a. Flag Salute
2. RECOGNITION OF STUDENTS/STAFF AND/OR PUBLIC
 - a. Valedictorians and Salutatorians

SALUTATORIANS

Salutarian, Joshua Bailey

Along with achieving high honors, Joshua has been a key member of the music department in his four years at GHS. He played trombone in Symphonic Band, Jazz Band, and Pep Band. Outside of school he plays bass and keyboards in The Indecisions, a band comprised of his dad, family friend, and himself. His favorite experience in high school was going to Disneyland with the band and choir. He is currently awaiting a final decision from Reed College, but has been accepted to Oregon Institute of Technology, and will attend one or the other next year. He plans to study software engineering with a possible focus on cybersecurity.

Salutarian, Spencer Coy

Since his freshman year, Spencer has acted in over seven plays for Drama club. He credits his experiences in Drama with teaching him team work, confidence, and how to connect with a wide group of friends. He is a National Honor Society member and has very much enjoyed the opportunity to provide many hours of service to his community. Swim team gave Spencer a chance to learn a new skill and also experience how, with dedication and discipline, one can feel the pleasure of improving. Outside of school, Spencer has studied dance for the past six years. Spencer will attend Clackamas Community College next year with a plan to eventually transfer to a four year college to work towards pursuing a career in the medical field. He would also like to travel all over the world and to one day live in another country.

Salutarian, Joshua Snellgrove

Joshua has been involved in many activities and clubs during high school. One of the most important has been Boy Scouts of America, which taught him basic morals and ethics that tied into his personal beliefs. Another integral part of Joshua's high school career has been his involvement in the Drama department. He met many great people who remind him that there is more to life than work. Joshua's involvement in Robotics has had a great impact on his life and taught him about engineering. Next year, Joshua will be attending George Fox University's William Penn Honors program, where he plans to study Computer Science. Joshua intends to become a software engineer with a focus on virtual reality and game design.

VALEDICTORIANS

Valedictorian, Justin Coomer

In addition to dedicating innumerable hours towards striving for academic excellence, Justin has fond memories of participating in several different school activities. He has enjoyed working as a crew member for Drama club for the camaraderie and social connections. This year, Justin was an outdoor school counselor, and he loved the relationships he was able to form with the kids. Justin has also been a Chess club member for several years. In his free time, Justin enjoys writing poetry, short stories, and haikus. Justin plans to go to college next year, but has not yet decided where he will attend. He thinks he might like to pursue a career in mathematics.

Valedictorian, Lauren Eaton

Lauren has been an involved participant in many diverse activities at GHS. She has been part of student leadership for all four years of high school as a class officer, member of student senate, and most recently, as the Associated Student Body Treasurer. Lauren has also been a committed member of wind ensemble, pep-band, and dance team. She has completed countless hours of community service with Key club, National Honor Society, and the Leukemia and Lymphoma society. Lauren recently competed for two consecutive years in the Miss Oregon's Outstanding Teen program, which resulted in several scholarships for college. In the fall, Lauren will attend the Clark Honors College at the University of Oregon. She plans to major in biochemistry and minor in Spanish, with a long term goal of attending medical school to specialize in orthopedics or oncology.

b. GHS Student Recognition

Students who participated in the "Snow White" production and newly elected ASB officers will be attending the School Board meeting.

c. GHS Student Work Display

Nancy Bailey, interim principal of GHS, will provide a brief overview of the student work on display.

3. APPROVAL OF MINUTES

(16-33) BE IT RESOLVED, that the minutes of the following School Board meetings be and hereby are approved:

April 13, 2016 – Regular School Board Meeting

4. DISCUSSION REPORTS

a. Star 360

Wendy Wilson, John Wetten Elementary Principal and Petra Hoghova, District Assessment Coordinator will present a report about the Star Math assessment system that is currently being used at John Wetten Elementary School.

The report will include details about how the assessment works, what data it yields, how the data is used, and the merits of the system. The district is planning to expand the use of the assessment to Kindergarten and middle school for the upcoming 2016-2017 school year.

5. ACTION ITEMS

a. Approve PACE Declaration of Trust Agreement

Gladstone School District is a member of Property and Casualty Coverage for Education (PACE). Oregon law requires that self-insured public entity programs be formed through an inter-governmental agreement between the participating entities. PACE's original trust was adopted in 2006 and the Trustees completed a review and approve two changes to the original document.

First, Trustees created a dispute resolution process in the new Trust Agreement that encourages the parties to resolve any disputes at the lowest possible level.

Secondly, under the new agreement, Trustees will be allowed to serve up to three terms of three years, adding stability to the program and allowing Trustees the ability to apply the education they have received to the complexities of the insurance program.

Now, Gladstone School District, as a trust member must adopt the PACE Declaration of Trust.

The following resolution is recommended for approval:

(16-34) Whereas, Gladstone School District is a member of Property and Casualty Coverage for Education (PACE), a self-insured, property and liability program with Oregon School Boards Association (OSBA);

Whereas the OSBA Board of Directors have approved a new PACE Declaration of Trust:

Whereas it is required for all PACE members to adopt the PACE Declaration of Trust to enter into an intergovernmental agreement with PACE and continue to receive PACE benefits:

THEREFORE, BE IT RESOLVED that the Gladstone School District Board of Directors adopts the PACE Declaration of Trust and Form of Joinder to Trust Agreement.

Samantha Nelson, director of finance and operations, will be available to answer questions.

b. Approve Administrator Election

A team of teachers, parents, administrators and School Board members participated in a rigorous process to select and recommend **Kevin Taylor** as the Gladstone High School Principal beginning July 1, 2016.

The following resolution is recommended for approval:

(16-35) BE IT RESOLVED, that the Administrator listed below, who are herein recommended for administrator election, be accepted by the Gladstone School District Board of Directors, as submitted May 11, 2016.

- Kevin Taylor, 1.0 FTE High School Principal

Pia Leonard, deputy superintendent, will be available to answer questions.

c. Approve Request for Retirement/Release from Contract

On April 17, 2016, Joan Kintz, PE teacher at GHS, submitted a letter of retirement effective the end of this school year. Joan has been employed with the District for thirty years.

The following resolution is recommended for approval:

(16-36) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the retirement of Joan Kintz, PE teacher at GHS, and release her from contract, effective the end of this school year.

Pia Leonard, deputy superintendent, will be present to answer questions.

d. Approve 2016-2017 School Board Meeting Calendar

The 2016-2017 School Board schedule of meetings is enclosed for review. Traditionally, the meetings are held on the second Wednesday of each month, except where noted.

The following resolution is recommended for approval:

(16-37) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the calendar of School Board meetings for 2016-2017, as presented.

Bob Stewart, superintendent, will be available to answer questions.

6. INFORMATION FROM STUDENT REPRESENTATIVE

Student representative, CJ Tierney, may report at this time to the Board on matters of interest at Gladstone High School.

7. INFORMATION FROM ADMINISTRATIVE STAFF

Each of the District's administrators will report to the Board on matters of interest concerning his/her area of responsibility.

8. SUPERINTENDENT'S REPORT

a. Financial Report

The financial report for the month of May 2016 will be presented to the School Board at this time. A copy of the financial report is enclosed for your review.

Samantha Nelson, director of finance and operations, will be available to answer questions.

b. Board Policies – Second Reading

At the April 13, 2016, School Board Meeting, the Board reviewed the first readings of the following policies. The policies are being presented to the Board as a second reading and will be presented as action items at the June School Board meeting.

BBFA – Board Member Ethics and Conflicts of Interest
BBFB – Board Member Ethics and Nepotism
GBC – Staff Ethics
GCDA/GDDA – Criminal Records Checks/Fingerprinting
IGAEB – Drug, Alcohol and Tobacco Prevention, Health Education
IKF – Graduation Requirements
INDB – Flag Displays and Salute
JEA – Compulsory Attendance
JEC – Admissions
KL – Public Complaints

Pia Leonard, deputy superintendent, will be available to answer questions.

c. Personnel – Information Only

Heidi Emch, high school registrar and counseling secretary, submitted a resignation letter to the District on April 14, 2016 effective May 13, 2016. Heidi has been with the District since August 2015.

9. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

School Board members have an opportunity at this time to make presentations and offer suggestions on topics of interest.

a. Summer School Board Workshop

The date for the School Board's Summer Workshop will be determined. The workshop will include the Superintendent's annual evaluation.

b. OSBA's 2015 Summer Board Conference

OSBA's 2015 Summer Board Conference for School Boards, is scheduled on July 17-19, 2015, at The Riverhouse Hotel & Convention Center, in Bend, Oregon. Enclosed is information on the conference. If Board members would like to attend, please contact Natalie Weninger, Administrative Assistant.

c. 8th Grade Recognition and Graduation Participation

The Board will confirm who will participate at 8th Grade Recognition and Graduation.

10. PUBLIC PARTICIPATION

Reminder that statements by members of the public should be concise and will be limited to three (3) minutes. Questions for the Board should be submitted in writing.

11. ADJOURNMENT

**MINUTES OF REGULAR SESSION OF GLADSTONE SCHOOL BOARD
SCHOOL DISTRICT #115, CLACKAMAS COUNTY
GLADSTONE, OREGON**

April 13, 2016 Minutes

BOARD ATTENDANCE:

Sharon Soliday, Board Chair
Nicole Couzens, Vice Chair
Carlos Castaneda, Member
Rod Cole, Member
Kristin Eaton, Member
Bruce Wadsworth, Member

BOARD ABSENT:

Jay Schmidt, Member (Work Conflict)

Bob Stewart, Superintendent
Natalie Weninger, Board Secretary

**The regular meeting of the Gladstone School District Board of Directors was held in the
School District Administration Office on Wednesday, April 13, 2016**

1. CALL MEETING TO ORDER

Board Chair Sharon Soliday called the meeting to order at 6:32 pm.

a. Flag Salute

Board Member Bruce Wadsworth let the flag salute.

2. RECOGNITION OF STUDENTS/STAFF AND/OR PUBLIC

a. Winter Student Recognition

Ms. Bailey introduced Adin Williams and his parents, Shonna and Steven Schroedl. One year ago they began working with Tom Welter Executive Director at Oregon School Activities Association (OSAA), Bob Stewart, Gladstone Superintendent and Ted Yates, Gladstone Athletic Director to allow para-athletes to participate in individual high school sports. As of last December OSAA made the decision to allow para-athletes to participate. This year at State there were 5 para-athletes participating. Through this opportunity Adin has become a world qualifier and will participate this June in the US Paralympics Swimming Trials in North Carolina. Mr. and Mrs. Schroedl thanked Mr. Stewart for doing a great job getting folks to the table. Mr. Stewart said not only did they advocate for their own son but for all para-athletes. The Board invited Adin to come back after the trials and to let the District know if the event is televised.

Ms. Bailey introduced the dance coach Denise Harris. Ms. Harris was voted Coach of the Year 2016. The team had seven returning students and 13 new students this year. It was going to be a building year. However the team surpassed their goals and took second place in State for the High Kick competition and 5th place overall out of 14 teams in the 1A to 4A classifications. Next year there will be 23 participating on the team including a male student. Ms. Harris introduced the team captain and gave her kudos for being such a strong leader.

Ms. Bailey introduced the cheer coaches Angie Schassen and Karly Martin. The cheer team placed in the top five overall. They took home third place in the stunt category. Coach Angie was nominated for Coach of the Year. Next year's goals include forming two teams. One coed team and one all girl team.

Ms. Bailey introduced the swim coach Jacqueline Holstrom. The swim team had 31 swimmers this year and took all of them to State. This year they struggled with practice time in the pool. There were only two lanes at the pool available for the 31 athletes. She introduced the captain and athletes on the team.

Ms. Bailey introduced the wrestling coach Michael Hess II. Mr. Hess said they had a good season. The team was very young this year however three athletes went to state. He introduced the team captain and athletes on the team. One of the dads stated the coaches did a great job; they put a lot of work into the team.

Ms. Bailey introduced the girls' basketball coach Patrick Scott. Mr. Scott said going into the season they had two returning starters and 33 participating in the program. The best part of the season was getting as far as they did and learning to play together. In the 4A division the girls ranked in the top for GPA. A lot of the 9th and 10th graders participating are in student government (ASB). He introduced the team captain and athletes on the team. The girls received honorable mention for the All-State Team and 2nd Team All-League.

Ms. Bailey introduced the boys' basketball coach Cody Aker. Mr. Aker was voted Tri Valley Coach of the Year and East Coast All-Star Game Coach. Last year four seniors graduated. This year's team was very young and had some ups and downs this season. However, they ended the season with a third straight league title and after being seeded in State at number 20, ultimately taking third place. Mr. Aker introduced the team captain and another player. He announced to them that not only did they receive first team All-League; they have both been selected for the All-Star series.

Ms. Bailey introduced the Robotic coaches Sean Tahtinen and Steve Stewart. Twelve students participated on the team. Ten to 20 hours a week were spent getting ready for competition. At the tournament they had some unexpected last minute required modifications to the robot in order to participate. The Gladstone team was honored to be selected to be a support team and had a good experience overall. Next year the team plans to have additional volunteers. They introduced one team member who reported on the tournament highlights.

- b. WLK Student Work Display
Becky Lukens, principal of WLK, provided a brief overview of the student work on display.

3. APPROVAL OF MINUTES

Mr. Cole moved first and Ms. Eaton seconded approval of the following resolution:

(16-23) BE IT RESOLVED, that the minutes of the following School Board meetings be and hereby are approved:

- March 9, 2016 – Regular School Board Meeting

(16-23) Motion passed 6-0, Mr. Schmidt was absent.

4. DISCUSSION/REPORTS

a. Special Education Report Card

Kelly Welch, director of special services, went over the categories on the report card and answered questions. For several years, the Oregon Department of Education has prepared a report that provides the community, particularly parents of special education students, information about several indicators and outcomes relative to students who receive special education services. The intent of the feedback is to conform with the US Department of Education requirements and to provide some empirical basis for school improvement. The 2014-2015 Special Education Report Card for Gladstone School District was presented as a handout. The data on the front of the report is data from two years ago. Gladstone post-secondary outcomes compare favorably with the State average. A State survey showed 90 percent of Gladstone parents surveyed about the program were satisfied.

5. ACTION ITEMS

a. Approve HB4007 Inter-District Transfer Process, Admission of Non-Resident Students

In February 2014 the Oregon Legislature enacted House Bill 4007, which provided new rules for admission of non-resident students. HB 4007 allows local school boards to decide annually, by specified date, the number of student transfers into the district, and out of the district, to which consent will be given for the upcoming school year.

HB 4007 will be applied to the 2016-2017 school year as detailed below:

- In addition to students who have previously been granted consent to transfer out, the Gladstone School District will release 100 students to other school districts during the 2016-2017 school year, on a first come, first served basis.
- Based upon current transfer numbers we propose to accept into Gladstone School District the approval of the following:

Grade	# of Openings	School
K	5	Gladstone Center for Children and Families
1	5	John Wetten Elementary
2	5	John Wetten Elementary
3	5	John Wetten Elementary
4	5	John Wetten Elementary
5	5	John Wetten Elementary
6	20	Kraxberger Middle School
7	20	Kraxberger Middle School
8	20	Kraxberger Middle School
9	20	Gladstone High School
10	10	Gladstone High School
Total	120	

No Openings at Grades 11 and 12

- All applications for admission will be approved on a first come, first served basis for the 2016-2017 school year.

- Students accepted for inter-district transfer must abide by behavior and attendance expectations for the transfer to remain valid. These include: (1) Attendance must remain at 92% or greater; (2) No more than one suspension per academic year; (3) No suspension of greater than 5 days.
- Inter-district transfers will be in effect, with continued enrollment, through senior year.

Mr. Cole moved first and Ms. Eaton seconded approval of the following resolution:

(16-24) BE IT RESOLVED that the Gladstone School District Board of Directors approve the Inter-District transfer process for the 2016-2017 school year as presented in the April 13, 2016 Superintendent's report.

(16-24) Motion passed 6-0. Mr. Schmidt was absent.

b. Approve Math Textbooks Adoption 6-12

Pia Leonard, deputy superintendent, reported. Teachers at both Gladstone High School and Kraxberger Middle School have met regarding math curriculum to review sample texts, research math adoptions and instructional plans in other school districts. They worked with Linda Vanderford, Clackamas ESD consultant and Marie Cramer, a retired math teacher from Salem School District to develop a district articulated plan to integrate common core standards and scaffold their curriculum in grades 6 through 12. Based on the team's investigation, review of the materials and feedback from two members of the public. One community member who thought the recommended materials were great and another that left no comments. The materials shown below are recommended for adoption at Gladstone High School and Kraxberger Middle School beginning in August 2016.

Grades 6-8

Core Focus on Math – Pearson

Grades 9-12

Math Connects for Pre-Algebra – Glencoe McGraw Hill

Pre-Calculus & Calculus – Cengage Learning

40 Chromebooks for the GHS Math Department

Ms. Eaton moved first and Mr. Cole seconded approval of the following resolution:

(16-25) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the instructional materials for Math, as presented in the April 13, 2016 superintendent's report.

(16-25) Motion passed 6-0. Mr. Schmidt was absent.

c. Approve Substitute Rate for the 2016-17 School Year

Pia Leonard, deputy superintendent reported. The State Board of Education has recommended a daily rate of \$175.45 per day for substitute teacher pay for the 2016-2017 school year. The substitute teacher pay for 2015-2016 was \$173.76 per day and \$173.76 per day after the tenth consecutive day in the same assignment. For 2016-2017, the State rate is greater than the 1/190th for a BA-0 on the 2016-2017 certified salary schedule. Therefore, the substitute rate will be \$175.45 for all days. Ms. Leonard did comment that there is a shortage of substitute teachers across the State.

Ms. Eaton moved first and Mr. Wadsworth seconded approval of the following resolution:

(16-26) WHEREAS, the State Board of Education has recommended a daily rate of \$175.45 for substitute teacher pay for the 2016-2017 school year, and

BE IT RESOLVED, that the Gladstone School District Board of Directors authorizes the substitute teacher pay for the 2016-2017 school year in the Gladstone School District as presented.

(16-26) Motion passed 6-0. Mr. Schmidt was absent.

d. Approve Administrator Election

Pia Leonard, deputy superintendent reported. A team of teachers, parents, administrators and School Board members participated in a rigorous process to select and recommend **Jeremiah Patterson** as the assistant superintendent beginning July 1, 2016. Jeremiah holds a doctorate from Lewis & Clark College and Portland State University. He began his administrative career in Gladstone serving as assistant principal and literacy coordinator of John Wetten Elementary from 2006-2008. Since 2012, he served as principal of Middleton Elementary in Sherwood. From 2008-2012, he was principal of Riverdale Grade School. Before that, he taught grades 1 to 4 in Massachusetts, California and the North Clackamas School District. The Board welcomed Mr. Patterson. Mr. Patterson said he feels this is the right fit and is looking forward to serving students and families with grace professionalism.

Ms. Eaton moved first and Mr. Cole seconded approval of the following resolution:

(16-27) BE IT RESOLVED, that the Administrator listed below, who is herein recommended for administrator election, be accepted by the Gladstone School District Board of Directors, as submitted April 13, 2016.

- Jeremiah Patterson, 1.0 FTE Assistant Superintendent

(16-27) Motion passed 6-0. Mr. Schmidt was absent.

e. Approve Request for Resignation/Release from Contract

On March 30, 2016, Markus (Gunnar) Cederberg, 1.0 FTE PE Teacher at GHS, submitted a letter of resignation, effective June 17, 2016. Gunnar has been employed with the District since August 2014.

Mr. Wadsworth moved first and Ms. Eaton seconded approval of the following resolution:

(16-28) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the resignation of Markus (Gunnar) Cederberg, 1.0 FTE PE Teacher at GHS, and release his from contract, effective June 17, 2016.

(16-28) Motion passed 6-0. Mr. Schmidt was absent.

- f. Approve Request for Resignation/Release from Contract
On March 30, 2016, Clare McFawn, 1.0 FTE DLC Teacher at John Wetten Elementary, submitted a letter of resignation, effective June 17, 2016. Clare has been employed with the District for one year.

Mr. Cole moved first and Ms. Eaton seconded approval of the following resolution:

(16-29) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the resignation of Clare McFawn, 1.0 FTE DLC Teacher at JWE, and release her from contract, effective June 17, 2016.

(16-29) Motion passed 6-0. Mr. Schmidt was absent.

- g. Approve Request for Resignation/Release from Contract
On April 4, 2016, Jessica Winfrey, 1.0 FTE School Counselor at John Wetten Elementary, submitted a letter of resignation, effective June 23, 2016. Jessica has been employed with the District since November 2013.

Ms. Eaton moved first and Mr. Wadsworth seconded approval of the following resolution:

(16-30) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the resignation of Jessica Winfrey, 1.0 FTE School Counselor at JWE, and release her from contract, effective June 23, 2016.

(16-30) Motion passed 6-0. Mr. Schmidt was absent.

- h. Regular/Alternate Budget Committee Members
No Action was taken on this item. There has been no interest in the open alternate committee openings. If there is interest the item it will be brought back to the board for action.

- i. Approve Request for Temporary Reduction in Assignment
On April 11, 2016, Jessica Oransky, District Psychologist, submitted a request for a temporary reduction of her assignment from 1.0 FTE to .50 FTE beginning with the 2016-2017 school year. Ms. Leonard reported that she intends to return to a full FTE in the following school year.

Ms. Eaton moved first and Mr. Cole seconded approval of the following resolution as amended; the job title should be corrected to district psychologist:

(16-31) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the temporary reduction in assignment from 1.0 FTE to .50 FTE beginning with the 2016-2017 school year, as requested by Jessica Oransky, district psychologist.

(16-31) Motion passed 6-0. Mr. Schmidt was absent.

- j. Approve Review of Policies and Procedures for Drug & Alcohol Use
In order to align the District policies and procedures related to Drug and Alcohol Use, the Board instructs the Superintendent to review Board Policies, together with the individual building policies, student handbooks and athletic handbooks and report back to the Board where there are inconsistencies and discretion that would allow disparate treatment between students. Ms. Eaton read a statement regarding student discipline as it relates to drug and alcohol use.

Mr. Cole moved first and Mr. Wadsworth seconded approval of the following resolution:

(16-32) BE IT RESOLVED, that the Gladstone School District Board of Directors directs the Superintendent to review Board Policies, building polices, handbooks and athletic handbooks as they relate to drug and alcohol use and report back to the Board.

(16-32) Motion passed 6-0. Mr. Schmidt was absent.

6. INFORMATION FROM STUDENT REPRESENTATIVE

Student representative Emily Hunt reported to the Board on matters of interest at Gladstone High School. Miss Hunt reported that the drama department recently showcased a monolog and is gearing up for Snow White. ASB held an assembly recognizing all winter athletes and clubs. Students will report at a future Board meeting regarding the great things visited on the East Coast Trip. Thirty juniors and seniors attended the College Fair. National Honor Society applications are due tomorrow. Key Club will have a Spaghetti Dinner fundraiser. This is safe driving week. Each day insurance companies videos are shown. Prom is this Saturday. The theme is "A Touch of Class" and the event will be held at The Foundry in Lake Oswego. At the recent band competition the GHS Band qualified for state. Students have been taking the state tests the last two weeks. This Friday will be the Day of Silence to protect discrimination against Lesbians, Gay, Bisexual, Transgender or Queer (LGBTQ) youths. Miss Hunt shared her plans after graduation with the Board.

7. INFORMATION FROM ADMINISTRATIVE STAFF

Each of the District's administrators reported to the Board on matters of interest concerning his/her area of responsibility.

Christina Alquisira reported for the Gladstone Center for Children and Families. Spring conferences just finished. They met with kids who are worried about transitions next year and did some in home visits. The Head Start program helped her with best practices for the in home visits. Tomorrow night is the Kindergarten Preview Night for 2016-17 open enrollment students. Plans are under way for the Little Leopards Summer Camp. It will be a four week program for four days each week. It will be just before school starts so there will not be any gaps. April 23 is the Ready Set Learn event for preschool age students and families. Many calls have been received to sign up for the event. All literature has been sent out in English and Spanish.

Lennie Bjornsen gave a brief Title I update. Presently he is working on the Gladstone plan and the annual grant. Kids were falling behind in achievement. The redesign at John Wetten led by Mrs. Wilson and an instructional coach has helped to make great gains. The new Title I narrative will be completed over the summer.

Wendy Wilson reported for John Wetten Elementary. On May 6, (The first Friday in May from 5:30 to 8:00 pm) the Literacy Carnival will be held. It is a Title I event. The theme this year is "Under the Sea". The mystery is finding Nemo. \$1,000 worth of free books will be distributed to students. Fourth grade students are currently completing the reading state test. Chrome books are being used and testing is going well. Fifth graders begin testing next week. Teachers are incorporating more art in their curriculum. Elementary teacher Megan Thomas is working with high school science teachers to get more science into her lesson plans. Presently there are 10 after school programs. Scholarships are available for kids who need help paying for after school programs. John Wetten currently has five PLC teacher leaders. Their role is to help teach other staff how to build relationships with students. They research things that work such as ways to help kids stay calm.

Becky Lukens reported for Kraxberger Middle School. Last week she attended the job fair with some of the other administrators. Gladstone School District's table had a long line of potential applicants all day long. Outdoor school is the last week of April and the first week of May. One day in May is set aside for those students that cannot make the entire week. She invited the Board to visit the camp. Ms. Lukens is working with parents to build a middle school parent club and it is heading in the right direction. She is continuing to finalize class schedules for next year and working with students for next year's transitions.

Nancy Bailey reported for Gladstone High School. Students and staff have had positive attitudes in regards to state testing. While students are testing the seniors and freshman have been meeting. College Night turnout was a little disappointing. Open enrollment registration night had a great turnout. Ultimate Frisbee has the most amazing team and fans. There are no referees. The teams talk about it and work together to make calls. She invited the Board to watch a competition.

Kailey Sears reported for the Gladstone Teachers Association. The association is hopeful to have more stipends for the volunteer coaches and club advisors such as Ultimate Frisbee. The vertical alignment in subject levels has been beneficial for staff as well as the district providing subs for teachers to observe other teachers teaching. There has been an increase in the use of the tuition reimbursement funds. The workload committee continues to meet and is doing a lot of problem solving. Teachers are worried about the sub shortage and subs are reporting being paid more in other districts.

8. SUPERINTENDENT'S REPORT

a. Financial Report

The financial report for the month of March 2016 was presented to the School Board. Samantha Nelson reported. She will have an in-depth report on May 4 at the first budget committee meeting. Mrs. Nelson is closely watching the state dollars and the housing units being built. She has seen a bump in the Construction Excise Tax (CET). Next week is the on-sight food audit. The last audit was three year ago. It is a random selection every 3 to 5 years. At the last technology committee meeting there was discussion about how to use the technology that has already been purchased. Just last month 80 plus chrome books and IPADs were purchased.

b. Board Policies – First Reading

The following policies were presented as a first reading. Changes reflect the legislature's changes and to ensure compliance with State and Federal mandates. Pia Leonard went over the policies and asked that questions be sent to her prior to the second reading in May.

BBFA – Board Member Ethics and Conflicts of Interest
BBFB – Board Member Ethics and Nepotism
GBC – Staff Ethics
GCDA/GDDA – Criminal Records Checks/Fingerprinting
IGAEB – Drug, Alcohol and Tobacco Prevention, Health Education
IKF – Graduation Requirements
IKF- AR – Graduation Requirements
INDB – Flag Displays and Salute
JEA – Compulsory Attendance
JEC – Admissions
KL – Public Complaints
KL-AR – Complaint Form
EFAA-AR – Reimbursable School Meals and Milk Programs
IGBAF-AR – Special Education – Individualized Education Program

There was a brief discussion regarding policy GCDA/GDDA- Criminal Records Checks/Fingerprinting. Mrs. Tracy will work on a draft of new language and send to the Board prior to the May meeting.

c. Personnel – Information Only

Kristin Alarcon, special education instructional assistant at JWE, submitted a resignation letter to the District on March 28, 2016, effective April 15, 2016. Kristin has been with the District since September 2015.

d. Thank You from Dave Martinez

Mr. Martinez served as a school board member from 1981 to 1990. He wrote a letter of appreciation for the plaque at the track.

e. Proposal to Suspend GHS Spring Conferences

Ms. Bailey presented a proposal to suspend spring term parent conferences at Gladstone High School. High School Spring conferences have not been well attended. Parents have access to student grades and attendance records 24 hours a day through the student system. The plan includes time to schedule those families that want to come in and for those students who are at academic risk. Going forward they will incorporate new strategies for family engagement. The Board thanked Ms. Bailey for her thoughtfulness into the proposal. The consensus of the Board was to suspend the high school conference as presented.

f. CESD Superintendent Search Announcement

Jon Eyman, CESD Board Chair wrote a memo announcing that Jada R. Rupley has been selected for further consideration to be the district's next Superintendent beginning July 1, 2016.

9. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

a. July School Board Meeting

Board members scheduled the July 2016 Board meeting for the second Wednesday of July at 7:30 am.

b. Staff Appreciation Week

May 2nd - May 6th is Staff Appreciation Week. The Board chair asked for volunteers to assist with delivering treats to staff. Mr. Castaneda and Mr. Cole volunteered. Ms. Soliday will come up with a plan and let the Board know.

c. OSBA's 2016 Summer Board Conference

OSBA's 2016 Summer Board Conference is scheduled on July 15-17, 2016, at The Riverhouse Hotel & Convention Center in Bend, Oregon. Board members who would like to attend, should contact Natalie Weninger, Administrative Assistant.

Carlos Castaneda attended the National School Board Association (NSBA) conference in Boston. He had a great time and took away a lot of new ideas for parent and community involvement. One idea was is to invite student participation in board meeting such as kindergarteners leading the flag salute at board meetings. Mr. Castaneda will attend the next family engagement committee meeting. He encouraged all Board members to attend the convention.

Sharon Soliday will not be in town for the May Board meeting. Vice Chair Nicole Couzens will lead the meeting.

10. PUBLIC PARTICIPATION

There was no public participation.

11. ADJOURNMENT

Board Chair Sharon Soliday adjourned the meeting at 9:30 pm.

ATTEST:

Sharon Soliday, Board Chair

Date

Bob Stewart, Superintendent

Date

**FORM OF
JOINDER TO TRUST AGREEMENT
FOR MEMBERS**

By execution of this Joinder, the undersigned public body hereby agrees to become a party to, and is bound by, the First Restatement of Declaration of Trust of the Property and Casualty Coverage for Education (PACE) effective as of March 12, 2016 (and as the same may be amended, supplemented or otherwise modified from time to time, the "Agreement"), by and among the Trustees and the Members, in the same manner as if the undersigned were an original signatory to such Agreement.

The undersigned represents and warrants that (i) the undersigned has received a copy of, and has reviewed the terms of, the Agreement and all related or relevant documents and agreements, (ii) undertakes to become a Member of the Property and Casualty Coverage for Education (PACE) with all the rights and obligations thereof, and (iii) such undertaking has been duly authorized as an intergovernmental agreement to create a program of self-insurance pursuant to ORS 30.282. Capitalized terms used but not defined in this Joinder shall have the meanings set forth in the Agreement.

IN WITNESS WHEREOF, the undersigned has executed this Joinder as of this ____ day of _____, 2016.

[Name of District]

By: _____

Name: _____

Title: _____

Address for Notices:

With copies to:

GLADSTONE SCHOOL DISTRICT 115
17789 WEBSTER ROAD
GLADSTONE, OR 97027

2016-2017 Principal, Gladstone High School

Submitted for approval on: May 11, 2016

=====

Candidate: Kevin Taylor

Position: Principal, Gladstone High School (1.0 FTE)

Educational Background: MAT - Education – 1992-1993
Willamette University, OR

MBA – Marketing/Management – 1980-1981
Oregon State University, OR

BS – General Science – 1978-1980
Oregon State University, OR

License: Professional Administrator License

Standard Teaching License
Endorsed in General Business, Biology and Integrated Science

Experience: Vice Principal – Cleveland High School – 2011-Present
Assistant Principal – David Douglas High School – 2008-2011
Vice Principal – Cleveland High School – 2004-2008
Science Teacher – McNary High School – 1997-2007
Science Teacher – David Douglas High School – 1993-1997
Business Owner/Operator – Jary's Florist Inc. – 1982-1992

Kevin Taylor has been selected as the principal of Gladstone High School. Kevin earned his Bachelor's in Science from Oregon State University in 1980 and his MBA in Marketing/Management from Oregon State University in 1981 and his MAT from Portland State University in 1993. Kevin has been an Assistant Principal since 2004 and prior to that was a science teacher at the high school level for fourteen years. In addition, Kevin has a business background and owned and operated a florist company for 10 years. Kevin is dedicated to his work and to improving the success of all students. He looks forward to being part of the team in Gladstone and building positive relationships with students, staff, and the community.

April 17, 2016

Gladstone School Board Members,

It is with mixed emotions and heartfelt appreciation to the Gladstone community that I am providing notice of my retirement on July 1, 2016. It has been a pleasure working with so many good people, with many I consider my friends that will last long into my retirement. It is a truly unique community that enjoys the atmosphere of family values that comes together to make it such a wonderful place to work and be a part of. It is this community that my children, with our full support, decided to attend High School and be a part of such a wonderful experience.

To observe the communities selflessness and willingness to help others and get involved that made our decision an easy one. Both of our kids have had truly great experiences academically, athletically, and socially, enjoying good long lasting friends and relationships with faculty that made a difference in their academic endeavors. I enjoyed the students and community that allowed me to achieve a successful Dance, and Track and Field program providing 6 State Championships for the High School. The faculty and staff, along with so many community volunteers getting involved and participating at the dance competitions and track meets made for a great experience. To this end, I will miss many that I have gotten to know, but I know that is time for me step aside for someone else to experience such a wonderful place. Thank you for all the years.

Sincerely yours,

Joan Kintz



Gladstone School District 115

17789 Webster Road
Gladstone, OR 97027-1498
(503) 655-2777 FAX: (503) 655-5201

Gladstone School District Board of Directors School Board Meetings are the 2nd Wednesday of each month held at the School District Administration office 17789 Webster Road, Gladstone Oregon at 6:30 pm.

The 2016-2017 Regular Board Meeting Calendar is as follows:

2016

July 13 – 7:30 am

August 10

September 14

October 12

November 9

December 14

2017

January 11

February 8

March 8

April 12

May 10

June 14

Date Adopted: _____

Board of Directors:

Sharon Soliday, Chair Nicole Couzens, Vice Chair Carlos Castaneda Rod Cole Kristin Eaton Jay Schmidt Bruce Wadsworth

GENERAL FUND
STATE SCHOOL SUPPORT
FOR THE FISCAL YEAR 2015-16
AS OF MAY 3, 2016

LINE	SOURCE	Adopted Budget	Y-T-D	Current Forecasted	Budget Balance Remaining
STATE SCHOOL SUPPORT					
2	1111	Current Year's Taxes	\$ 3,406,767	\$ 3,437,829	\$ 3,475,000 \$ (31,062)
3	1112	Prior Years Taxes General Fund	97,226	35,207	70,000 \$ 62,019
4	1190	Interest and Penalties on Tax Collections	16,000	12,428	18,000 \$ 3,572
5	2102	Esd Apportionment General Fund	260,000	142,790	293,000 \$ 117,210
6	3103	Common School Fund General Fund	214,000	194,871	194,871 \$ 19,129
7	3101	State School Support Fund General Fund	14,884,464	11,968,513	14,788,221 \$ 2,915,951
8	4801	Federal Forest Fees General Fund	-	8,119	8,119 \$ (8,119)
9		Total 2015-16 SSSF Sources (Line 2- Line 8)	\$ 18,878,457	\$ 15,799,757	\$ 18,847,211 \$ 3,078,699
OTHER SSF PAYMENTS AND ADJUSTMENTS					
10	3101	High Cost Disabilities 14-15	\$ -	\$ -	\$ - \$ -
11	3101	High Cost Disabilities 15-16	-	-	- \$ -
12	3101	SSF Prior Year Adjustment	-	-	- \$ -
13		TOTAL 2015-16 SSSF RESORUCES (Line 10- Line 12)	\$ 18,878,457	\$ 15,799,757	\$ 18,847,211 \$ 3,078,699
NON STATE SCHOOL SUPPORT FORMULA SOURCES					
LOCAL SOURCES					
14	1510	Interest Earned General Fund	\$ 15,000	\$ 34,466	\$ 20,900 \$ (19,466)
15	1710	Admissions General Fund	22,000	17,475	22,000 \$ 4,525
16	1741	Outdoor School Fees General Fund	19,000	-	19,000 \$ 19,000
17	1742	Hs Pay To Play General Fund	60,000	59,000	65,000 \$ 1,000
18	1743	Ms Pay To Play General Fund	10,000	8,000	10,000 \$ 2,000
19	1912	Lease Of Facilities General Fund	89,000	69,451	91,400 \$ 19,549
20	1944	Services provided other LEAs	28,000	2,423	2,423 \$ 25,577
21	1960	Prior Yrs. Expenditure	-	19	19 \$ (19)
22	1999	Other Misc. General Fund	30,000	14,065	30,350 \$ 15,935
23		TOTAL LOCAL SOURCES (Line 14- Line 22)	\$ 273,000	\$ 204,898	\$ 261,092 \$ 68,102
OTHER SOURCES					
24	2202	ESD Handicapped Fund	\$ -	\$ -	\$ - \$ -
25	5400	Beginning Cash	1,050,000	1,723,987	1,723,987 \$ (673,987)
26		TOTAL OTHER SOURCES (Line 24- Line 25)	\$ 1,050,000	\$ 1,723,987	\$ 1,723,987 \$ (673,987)
27		TOTAL NON SSSF SOURCES (Line 23+ Line 26)	\$ 1,323,000	\$ 1,928,885	\$ 1,985,079 \$ (605,885)
28		TOTAL RESOURCES (Line 13+ Line 27)	\$ 20,201,457	\$ 17,728,642	\$ 20,832,289 \$ 2,472,814

GENERAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR THE FISCAL YEAR 2015-16
AS OF MAY 3, 2016

		ACTUAL						
Description		Adopted Budget	Y-T-D	Encumbered	Total Expended/ Committed	Current Forecasted	Budget Balance	Y-T-D % Committed
INSTRUCTION								
1110	ELEMENTARY PROGRAM K-5	\$ 3,747,188	\$ 2,288,678	\$ 1,104,893	\$ 3,393,571	\$ 3,525,822	\$ 221,366	90.56%
1120	MIDDLE SCHOOL PROGRAM 6-8	2,102,398	1,325,102	658,858	1,983,961	2,035,657	\$ 66,741	94.37%
1130	HIGH SCHOOL PROGRAM 9-12	3,224,695	2,086,765	841,230	2,927,995	2,978,995	\$ 245,700	90.80%
1210	TALENTED AND GIFTED	9,176	3,485	6,108	9,593	10,255	\$ (1,079)	104.54%
1220	RESTRICTIVE PROGRAMS FOR STUDENTS WITH DISABILITIES	642,371	395,306	387,970	783,277	784,310	\$ (141,939)	121.94%
1250	RESOURCE ROOMS	1,083,247	714,039	360,595	1,074,634	1,068,106	\$ 15,141	99.20%
1280	ALTERNATIVE EDUCATION PROGRAMS	89,008	18,352	-	18,352	21,250	\$ 67,758	20.62%
1290	OTHER DESIGNATED PROGRAMS	245,726	125,040	67,779	192,819	194,454	\$ 51,272	78.47%
TOTAL INSTRUCTION		\$ 11,143,809	\$ 6,956,768	\$ 3,427,434	\$ 10,384,201	\$ 10,618,849	\$ 524,960	93.18%
SUPPORT SERVICES								
2110	ATTENDANCE SERVICES	\$ 147,265	\$ 93,037	\$ 46,447	\$ 139,484	\$ 142,180	\$ 5,085	94.72%
2120	GUIDANCE SERVICES	410,151	285,703	139,645	425,347	425,400	\$ (15,249)	103.71%
2130	HEALTH NURSE SERVICES	183,750	63,555	106,680	170,235	172,440	\$ 11,310	92.64%
2140	PSYCHOLOGICAL SERVICES	123,313	67,917	32,329	100,247	118,097	\$ 5,216	81.29%
2150	SPEECH PATHOLOGY & AUDIOLOGY	290,395	143,455	69,377	212,832	218,661	\$ 71,734	73.29%
2160	OTHER STUDENT TREATMENT SERVICES	90,315	31,073	14,277	45,351	77,192	\$ 13,123	50.21%
2190	SPECIAL EDUCATION	228,689	169,552	41,499	211,052	214,225	\$ 14,464	92.29%
2210	IMPROVEMENT OF INSTRUCTION	208,510	110,778	15,465	126,244	185,614	\$ 22,896	60.55%
2220	EDUCATIONAL MEDIA SERVICES	202,434	123,665	53,051	176,716	185,710	\$ 16,724	87.30%
2230	ASSESSMENT/TESTING	32,572	54,087	22,243	76,330	90,627	\$ (58,055)	234.34%
2240	INSTRUCTIONAL STAFF DEVELOPMENT	81,466	58,062	522	58,584	52,336	\$ 29,130	71.91%
2310	BOARD OF EDUCATION	80,200	72,008	5,971	77,979	84,955	\$ (4,755)	97.23%
2320	OFFICE OF SUPERINTENDENT	179,228	148,434	29,242	177,676	183,041	\$ (3,813)	99.13%
2410	OFFICE OF PRINCIPAL	1,473,173	1,144,875	266,666	1,411,541	1,425,000	\$ 48,173	95.82%
2520	FISCAL SERVICES	556,988	474,555	81,122	555,678	578,026	\$ (21,038)	99.76%
2540	OPERATION AND MAINTENANCE SERVICES	1,957,670	1,540,771	313,571	1,854,342	1,917,147	\$ 40,523	94.72%
2550	TRANSPORTATION SERVICES	1,076,201	611,888	464,288	1,076,176	1,059,070	\$ 17,131	100.00%
2630	COMMUNICATION	107,389	82,267	15,432	97,699	98,847	\$ 8,542	90.98%
2640	PERSONNEL SERVICES	266,584	261,328	44,516	305,845	324,227	\$ (57,643)	114.73%
2649	OTHER EMPLOYEE SERVICES (RX, UNEMPLOYMENT)	100,000	15,625	-	15,625	31,030	\$ 68,970	15.62%
2660	TECHNOLOGY SERVICES	377,746	275,866	49,759	325,625	347,803	\$ 29,943	86.20%
2700	SUPPLEMENT RETIREMENT	345,000	270,387	8,656	279,043	286,689	\$ 58,311	80.88%
TOTAL SUPPORT SERVICES		\$ 8,519,039	\$ 6,098,890	\$ 1,820,760	\$ 7,919,650	\$ 8,218,317	\$ 300,722	92.96%
OTHER REQUIREMENTS								
3300	COMMUNITY SERVICES	\$ 29,609	\$ 20,843	\$ 4,199	25,042	\$ 25,042	\$ 4,567	84.58%
5200	TRANSFERS	9,000	9,000	-	9,000	9,000	\$ -	100.00%
6000	CONTINGENCY	500,000	-	-	-	-	\$ 500,000	0.00%
TOTAL OTHER REQUIREMENTS		\$ 538,609	\$ 29,843	\$ 4,199	\$ 34,042	\$ 34,042	\$ 504,567	6.32%
TOTAL EXPENDITURES		\$ 20,201,457	\$ 13,085,500	\$ 5,252,393	\$ 18,337,893	\$ 18,871,208	\$ 1,330,249	90.78%

OTHER FUNDS SUMMARY
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
OTHER FUNDS SUMMARY
AS OF MAY 3, 2016

Fund	Description	Adopted Budget	Y-T-D	Encumbered	Budget Balance	% Committed
210	GRANTS/CONTRACTS					
	Resources	\$ 1,780,000	\$ 685,161	\$ -	\$ 1,094,839	82%
	Expenses	\$ 1,780,000	\$ 813,094	\$ 269,901	\$ 697,005	70%
220	FOOD SERVICE FUND					
	Resources	\$ 971,903	\$ 746,050	\$ -	\$ 225,853	106%
	Expenses	\$ 971,903	\$ 596,926	\$ 367,059	\$ 7,918	102%
221	SUMMER FOOD SERVICE					
	Resources	\$ -	\$ 17,107	\$ -	\$ (17,107)	
	Expenses	\$ -	\$ 9,998	\$ -	\$ (9,998)	
240	COMMUNITY SCHOOL REVOLVING FUND					
	Resources	\$ 659,000	\$ 637,412	\$ -	\$ 21,588	106%
	Expenses	\$ 659,000	\$ 335,070	\$ 32,403	\$ 291,528	90%
270	ASSOCIATED STUDENT BODY FUNDS GCCF, JWE, WLK					
	Resources	\$ 350,000	\$ 277,992		\$ 72,008	100%
	Expenses	\$ 350,000	\$ 120,226	\$ 772	\$ 229,002	71%
275	ASSOCIATED STUDENT BODY FUNDS GHS					
	Resources	\$ 750,000	\$ 722,928	\$ -	\$ 27,072	97%
	Expenses	\$ 750,000	\$ 377,717	\$ -	\$ 372,283	83%

280	PERS RESERVE							
	Resources	\$	256,000	\$	254,113	\$	-	\$ 1,887 99%
	Expenses	\$	256,000	\$	-	\$	-	\$ 256,000 0%

290	SELF INSURANCE							
	Resources	\$	117,500	\$	116,049	\$	-	\$ 1,451 99%
	Expenses	\$	117,500	\$	-	\$	-	\$ 117,500 0%

DEBT SERVICE FUNDS

301	CAPITAL DEBT SERVICE FUND							
	Resources	\$	3,851,394	\$	3,752,501	\$	-	\$ 98,893 100%
	Expenses	\$	3,851,394	\$	483,161	\$	-	\$ 3,368,233 94%

302	PERS DEBT SERVICE FUND							
	Resources	\$	1,452,571	\$	1,134,037	\$	-	\$ 318,534 100%
	Expenses	\$	1,452,571	\$	-	\$	-	\$ 1,452,571 100%

CAPITAL PROJECT FUNDS

401	CAPITAL PROJECTS FUND							
	Resources	\$	683,300	\$	804,212	\$	-	\$ (120,912) 118%
	Expenses	\$	683,300	\$	105,706	\$	3,138	\$ 574,456 28%

402	CAPITAL BOND FUND							
	Resources	\$	350,000	\$	402,013	\$	-	\$ (52,013) 115%
	Expenses	\$	350,000	\$	3,150	\$	-	\$ 346,850 14%

403	SB1149							
	Resources	\$	190,000	\$	190,064	\$	-	\$ (64) 103%
	Expenses	\$	190,000	\$	-	\$	-	\$ 190,000 100%

404	TECHNOLOGY RESERVE- BETC							
	Resource	\$	181,000	\$	91,323	\$	-	\$ 89,677 98%
	Expenses	\$	181,000	\$	126,446	\$	56,439	\$ (1,885) 110%

OTHER FUNDS

700	GHS TRUST							
	Resources	\$	85,500	\$	28,071	\$	-	\$ 50,329 41%
	Expenses	\$	85,500	\$	-	\$	-	\$ 85,500 11%
710	SUNSHINE FUND- DISTRICT OFFICE							
	Resources	\$	3,500	\$	2,175	\$	-	\$ 1,325 62%
	Expenses	\$	3,500	\$	-	\$	-	\$ 3,500 14%
720	SUNSHINE FUND-ADM							
	Resources	\$	3,000	\$	7,621	\$	-	\$ (4,621) 281%
	Expenses	\$	3,000	\$	151	\$	-	\$ 2,849 50%
730	GMA- CLOTHES CLOSET							
	Resources	\$	6,000	\$	669	\$	-	\$ 5,331 36%
	Expenses	\$	6,000	\$	1,042	\$	-	\$ 4,958 17%
760	COFFEE FUND- DISTRICT OFFICE							
	Resources	\$	2,000	\$	917	\$	-	\$ 1,083 58%
	Expenses	\$	2,000	\$	495	\$	-	\$ 1,505 25%

**STATEMENT OF EXPENDITURES COMPARED TO BUDGET
AS OF MAY 3, 2016**

Contracting Agency/Grant	Fund	Function	Object	Center	Area	Grant	Estimated Available Amount	EXPENDITURES 2015-2016			
								Actual	GL ENCUMBERED	TOTAL	BALANCE
<u>BOB STEWART</u>											
CONFUCIUS INSTITUTE	210	1111	0xxx	002	000	1790	16,323.44	2,018.70	-	2,018.70	14,304.74
SOLAR CURRICULUM GRANT	210	2210	0xxx	001	000	1879	1,083.06	-	-	-	1,083.06
INTERIM/FORMATIVE ASSESSMENTS	210	2230	0xxx	001	000	1816	7,463.64	5,522.80	-	5,522.80	1,940.84
CARE OREGON- ACE COLLABORATIVE LEARNING	210	xxxx	xxxx	xxx	xxx	1969	21,000.00	21,000.00	-	21,000.00	-
MODA- ACE COLLABORATIVE LEARNING	210	xxxx	xxxx	xxx	xxx	1970	80,000.00	27,603.61	-	27,603.61	52,396.39
OCF- BABY BOOMERS	210	xxxx	xxxx	xxx	xxx	1850	-	-	-	-	-
<u>LENNIE BJORNSEN</u>											
CARE OREGON - ACE AND TRAUMA INFORMED CARE	210	2210	0xxx	001	000	1871	79,106.81	60,199.06	18,927.30	79,126.36	(19.55)
GEF - 2014 FOCUS ITEM	210	2540	0xxx	001	000	1115	3,784.09	2,837.03	-	2,837.03	947.06
FRC FLEX FUND	210	3360	0xxx	001	000	1108	11,191.46	9,904.21	473.25	10,377.46	814.00
OEA CHOICE WELFARE - WELLNESS - End of YR 2 (2015)+ YR 3 (2016)	210	2690	0xxx	001	917	1891	3,593.32	1,683.78	-	1,683.78	1,909.54
FOR THE LOVE OF SCHOOLS	210	xxxx	xxxx	000	000	1971	2,179.64	-	-	-	2,179.64
CLOTHES CLOSET ROTARY GRANT	210	3360	410	000	001	1972	1,400.00	695.03	-	695.03	704.97
OCF- FAMILY RESOURCE MANAGER	210	xxx	0xxx	xxx	000	1883	65,000.00	48,735.00	16,245.00	64,980.00	20.00
TITLE IA 2014-15	210	xxx	0xxx	xxx	000	1840	45,189.45	45,189.45	-	45,189.45	-
TITLE IA 2015-16	210	xxx	xxxx	xxx	xxx	1841	377,454.00	213,503.25	122,032.62	335,535.87	41,918.13
<u>PIA LEONARD</u>											
SEEDS - OREGON CITY CONSORTIUM	210	2,210.00	0xxx	005	000	1866	3,226.38	-	-	-	3,226.38
TITLE IIA TEACHER QUALITY 2014-15	210	xxx	0xxx	001	000	1811	11,873.70	11,873.70	-	11,873.70	-
TITLE IIA TEACHER QUALITY 2015-16	210	xxx	0xxx	001	000	1812	35,014.00	6,216.25	6,363.37	12,579.62	22,434.38
CESD NEW TEACHER OBSERVATIONS 2015-16	210	xxx	xxxx	xxx	xxx	xxxx	12,000.00	-	-	-	12,000.00
<u>CHRISTINA ALQUISIRA</u>											
OCF-FRED FIELDS FUND	210	1111	0xxx	005	000	1105	7,166.00	-	-	-	7,166.00

**STATEMENT OF EXPENDITURES COMPARED TO BUDGET
AS OF MAY 3, 2016**

Contracting Agency/Grant	Fund	Function	Object	Center	Area	Grant	Estimated Available Amount	EXPENDITURES 2015-2016			
								Actual	GL ENCUMBERED	TOTAL	BALANCE
GARDENBURGER GRANT	210	1111	0xxx	005	000	1836	967.42	103.08	-	103.08	864.34
GEF - 2007 FOCUS ITEM-GCCF LEARNING ZONES	210	1111	0xxx	005	000	1104	2,660.30	-	-	-	2,660.30
GEF - GCCF EARLY LITERACY FUND	210	1111	0xxx	005	000	1117	2,475.00	-	-	-	2,475.00
GEF- GCCF FAMILY INVOLVEMENT NIGHT	210	1111	0410	005	000	1118	780.00	686.82	-	686.82	93.18
GEF- GCCF SCIENCE INITIATIVE	210	1111	0410	005	000	1119	4,100.00	815.08	100.00	915.08	3,184.92
SUMMER LITERACY PROG	210	3390	0xxx	001	000	1830	2,510.35	1,500.00	-	1,500.00	1,010.35
KINDERGARTEN SUMMER CAMP	210	1400	0xxx	005	000	1818	28,380.00	-	-	-	28,380.00
OEA CHOICE WELFARE - WELLNESS - End of YR 2 (2015)+ YR 3 (2016)	210	1111	0xxx	005	917	1891	2,683.39	1,675.39	-	1,675.39	1,008.00
OAK GROVE GCCF LITERACY (STORY HOUR)	210	3390	0xxx	001	000	1881	1,022.00	614.91	-	614.91	407.09
<u>KELLY WELCH</u>											
COLUMBIA REGIONAL PROGRAM	210	2150	0xxx	001	000	1895	33,600.00	22,401.15	11,199.02	33,600.17	(0.17)
IDEA PART B, SEC 611 14-15	210	1250	0xxx	001	320	1800	213,453.30	177,132.74	36,320.56	213,453.30	-
IDEA PART B, SEC 611 15-16	210	xxxx	xxxx	xxx	xxx	1802	124,550.00	-	26,588.46	26,588.46	97,961.54
IDEA PART B, SEC 619 14-15	210	1250	0xxx	001	320	1795	1,152.87	-	-	-	1,152.87
IDEA PART B, SEC 619 15-16	210	1250	0xxx	001	320	1973	364.68	-	-	-	364.68
IDEA ENHANCEMENT 14-15	210	2240	0xxx	001	320	1797	1,715.27	1,715.27	-	1,715.27	-
IDEA ENHANCEMENT 15-16	210	2240	0xxx	001	320	1797	2,652.00	-	-	-	2,652.00
SPDG EBISS Breadth II & III 15-16	210	2240	0xxx	001	000	1793	9,000.00	4,059.81	-	4,059.81	4,940.19
SPR&I 2015-16	210	2240	xxxx	1.00	320	1798	2,799.00	1,584.81	-	1,584.81	1,214.19
YOUTH TRANSITION PROGRAM	210	1250	0xxx	001	320	1799	168,695.56	48,025.47	20,679.62	68,705.09	99,990.47
EXTENDED ASSESSMENT 2015-16	210	xxx	xxxx	xxx	xxx	1966	900.00	-	-	-	900.00
HOMELESS GRANT/DONATIONS	210	3360	0xxx	001	000	1838	442.30	135.00	-	135.00	307.30
RTI GRANT	210	xxxx	xxxx	001	xxx	1803	1,766.00	727.77	-	727.77	1,038.23
OSBA BRADY TRUST	210	3360	0xxx	001	000	1837	185.02	-	-	-	185.02

**STATEMENT OF EXPENDITURES COMPARED TO BUDGET
AS OF MAY 3, 2016**

Contracting Agency/Grant	Fund	Function	Object	Center	Area	Grant	Estimated Available Amount	EXPENDITURES 2015-2016			
								Actual	GL ENCUMBERED	TOTAL	BALANCE
<u>BECKY LUKENS</u>											
CLACK CTY-GROWING TOGETHER	210	1121	0xxx	003	050	1855	975.02	-	-	-	975.02
GRAY FAMILY FOUNDATION - ENVIR ED PROGRAM	210	1121	0xxx	003	050	1894	2,646.74	1,326.62	-	1,326.62	1,320.12
INSTUCTIONAL PROGRAM - WLK	210	1121	0xxx	003	050	1788	1,376.39	-	-	-	1,376.39
MILLER FOUNDATION - AVID`	210	2240	0xxx	003	000	1814	17,255.52	11,842.32	-	11,842.32	5,413.20
OEA CHOICE WELFARE - WELLNESS - End of YR 2 (2015)+ YR 3 (2016)	210	1121	0xxx	003	917	1891	5,124.60	4,023.60	-	4,023.60	1,101.00
OUTDOOR SCHOOL - METRO	210	1121	0xxx	003	050	1810	13,317.00	-	-	-	13,317.00
OUTDOOR SCHOOL - GREY FOUNDATION	210	1121	0xxx	003	050	1872	14,500.00	1,500.00	-	1,500.00	13,000.00
POSITIVE FAMILY SUPPORT	210	2240	0xxx	003	000	1961	4,614.52	374.14	-	374.14	4,240.38
GEF-WLK FELIX WRITING PROJECT	210	1121	0410	003	000	1123	355.67	215.24	-	215.24	140.43
GEF-WLK AVID FIELD TRIP COLLEGE	210	1121	0341	003	000	1124	863.00	-	-	-	863.00
GEF-WLK VOLLEYBALL/SOCCER EQUIPMENT	210	1121	0497	003	000	1125	940.00	-	-	-	940.00
GEF-WLK CLAY SLAB ROLLER	210	1121	0460	003	000	1126	1,389.95	1,349.95	-	1,349.95	40.00
<u>PETRA HOGHOVA</u>											
GEF ESL FAMILY LITERACY	210	1291	0xxx	001	000	1890	2,500.00	-	-	-	2,500.00
GEF ESL LITERACY/HOMEWORK	210	3390	0xxx	001	000	1860	577.68	-	-	-	577.68
MIGRANT ED 15-16	210	1293	0xxx	001	000	1968	944.15	-	-	-	944.15
TITLE III ENG LANG ACQUISTION 14-15	210	1291	0xxx	001	280	1809	429.21	429.21	-	429.21	-
TITLE III ENG LANG ACQUISTION 15-16	210	1291	0xxx	001	280	1967	11,497.00	2,658.44	-	2,658.44	8,838.56
<u>NANCY BAILEY</u>											
BACKPACK BUDDY PROGRAM	210	3360	0xxx	001	000	1851	6,341.15	2,823.45	-	2,823.45	3,517.70
C-TEC CARL PERKINS - BASIC	210	1131	0xxx	004	000	1804	665.40	665.40	-	665.40	-
C-TEC CARL PERKINS - BASIC 14-15	210	1131	0xxx	004	050	1805	2,524.61	2,524.61	-	2,524.61	-
C-TEC CARL PERKINS - BASIC 15-16 (+ mini-grant)	210	1131	0xxx	004	050	1805	10,270.00	5,361.40	-	5,361.40	4,908.60
C-TEC CARL PERKINS - CURRICULM	210	1131	0xxx	004	050	1807	67.17	67.17	-	67.17	-

**STATEMENT OF EXPENDITURES COMPARED TO BUDGET
AS OF MAY 3, 2016**

Contracting Agency/Grant	Fund	Function	Object	Center	Area	Grant	Estimated Available Amount	EXPENDITURES 2015-2016				
								Actual	GL ENCUMBERED	TOTAL	BALANCE	
GEF COLLEGE CREDITS	210	1131	0xxx	004	290	1113	4,000.00	4,000.00	-	4,000.00	-	
INSTUCTIONAL PROGRAM - GHS	210	1131	0xxx	004	050	1787	2,094.76	1,276.36	-	1,276.36	818.40	
MILLER FOUNDATION - CURRICULUM	210	2210	0xxx	004	000	1884	494.10	-	-	-	494.10	
OEA CHOICE WELFARE - WELLNESS - End of YR 2 (2015)+ YR 3 (2016)	210	1131	0xxx	004	917	1891	8,827.40	3,894.72	-	3,894.72	4,932.68	
OREGON ROBOTICS	210	1131	0xxx	004	050	1822	3,000.00	-	-	-	3,000.00	
PGE/STEM -GHS	210	1131	0xxx	004	050	1103	1,000.00	477.76	-	477.76	522.24	
SATURDAY OPPORTUNITY SCHOOL	210	1131	0xxx	004	050	1875	10,856.54	8,012.38	-	8,012.38	2,844.16	
SMS STEM HUB	210	2210	0xxx	001	000	1899	5,468.64	2,361.16	-	2,361.16	3,107.48	
TARGET GRANT (FIELD TRIPS)	210	2550	0xxx	004	000	1876	600.00	-	-	-	600.00	
GEF- GHS CERAMIC DOC CAMERA	210	1131	0460	004	000	1127	280.00	-	280.00	280.00	-	
GEF-GHS ONLINE COURSE	210	1131	0xxx	004	000	1128	2,000.00	420.55	-	420.55	1,579.45	
GEF- GHS DIGITAL CAMERAS	210	1131	0410	004	00	1129	1,800.00	-	-	-	1,800.00	
GEF- MATH DEPT CONTRIBUTION (PROM CLASS)	210	1131	0410	004	000	1131	125.00	-	-	-	125.00	
GEF- MATH DEPT CONTRIBUTION	210	1131	0410	004	000	1130	125.00	-	-	-	125.00	
<u>WENDY WILSON</u>												
FAMILY CARE, HSHO (JWE)	210	1111	0xxx	002	000	1862	1,491.44	431.52	1,500.00	1,931.52	(440.08)	
INSTUCTIONAL PROGRAM - JWE	210	1111	0xxx	002	000	1786	1,923.60	450.49	-	450.49	1,473.11	
INSTUCTIONAL PROGRAM - Science Grant	210	1111	0xxx	002	120	1786	997.68	366.06	-	366.06	631.62	
OEA CHOICE WELFARE - WELLNESS - End of YR 2 (2015)+ YR 3 (2016)	210	1111	0xxx	002	917	1891	8,088.05	4,547.37	-	4,547.37	3,540.69	
GEF- JWE AFTER-SCHOOL CLUBS	210	1111	0410	002	000	1120	400.00	4.58	-	4.58	395.42	
GEF-JWE IPADS CLASSROOM	210	1111	0460	002	000	1121	619.88	527.91	-	527.91	91.97	
GEF-JWE LITERACY TAKE HOME BOOKS	210	1111	0460	002	000	1122	1400.00	1,398.94	-	1,398.94	1.06	
TOTAL GRANTS/CONTRACTS							\$ 1,543,250.44	\$ 781,490.52	\$ 260,709.20	\$ 1,042,199.72	\$ 503,470.61	\$ -

Board Member Ethics and Conflicts of Interest

No Board member will use his/her official position or office to obtain personal financial benefit or to avoid financial detriment for him or herself, relatives or household members, or for any business with which the Board member, a household member or a relative is associated.

This prohibition does not apply to any part of an official compensation package, honorarium allowed by ORS 244.042, reimbursement of expenses, or unsolicited awards of professional achievement. Further, this prohibition does not apply to gifts from one without a legislative or administrative interest. Nor does it apply if the gift is under the annual \$50 gift limit from one who has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. District-provided meals at board meetings are acceptable under the reimbursement of expenses exception.

I. Conflicts of Interest

“Business” means any corporation, partnership, proprietorship, enterprise, association, franchise, firm, organization, self-employed individual or any legal entity operated for economic gain. This definition excludes any income-producing tax exempt 501(c) not-for-profit corporation with which a public official or a relative of the public official is associated only as a member or board director or in a nonremunerative capacity.

“Business with which a Board member or relative is associated” means any private business or closely held corporation of which a Board member or relative is a director, officer, owner, employee or agent or any private business or closely held corporation in which a Board member or relative owns or has owned stock, another form of equity interest, stock options or debt instruments worth \$1,000 or more at any point in the preceding year; any publicly held corporation in which a Board member or relative owns or has owned \$100,000 or more in stock or another form of equity interest, stock options or debt instruments at any point in the preceding calendar year; or any publicly held corporation of which a Board member or relative is a director or officer.

“Relative” means spouse¹, parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the Board member; or parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the spouse of the Board member. Relative also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits² to the Board member, or who receives any benefit from the Board member’s public employment.

“Member of the household” means any person who resides with the public official.

No Board member will solicit or receive, either directly or indirectly, any pledge or promise of future employment based on any understanding that the Board member’s vote, official action or judgment would be thereby influenced.

¹The term spouse includes domestic partner.

²Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

No Board member will attempt to use or use for personal gain any confidential information gained through his/her official position or association with the district. A Board member will respect individuals' privacy rights when dealing with confidential information gained through association with the district.

If a Board member participates in the authorization of a public contract, the Board member may not have a direct beneficial financial interest in that public contract for two years after the date the contract was authorized.

Individual Board members and the Board as a public entity are bound by the ethics laws for public officials as stated in Oregon law.

Potential Conflict of Interest

“Potential conflict of interest” means any action or any decision or recommendation by a Board member that could result in a financial benefit or detriment for self or relatives or for a business with which the Board member or relatives are associated, unless otherwise provided by law.

A Board member must publicly declare a potential conflict of interest. A Board member may, after declaring his/her potential conflict of interest, either vote or abstain on the issue. Abstaining from a vote does not meet the legal requirement of publicly stating a potential conflict.

Actual Conflict of Interest

“Actual conflict of interest” means any action or any decision or recommendation taken by a Board member that would result in a financial benefit or detriment to self or relatives or for any business with which the Board member or relatives are associated, unless otherwise provided by law.

A Board member must publicly declare an actual conflict of interest. The Board member may not vote lawfully if an actual conflict of interest exists unless a vote is needed to meet a minimum requirement of votes to take official action. Such a vote does not allow the Board member to participate in any discussion or debate on the issue out of which an actual conflict arises.

Class Exception

It will not be a conflict of interest if the Board member's action would affect to the same degree a class consisting of all inhabitants of the state, or a smaller class consisting of an industry, occupation or other group including one of which or in which the person, or the person's relative or business with which the person or the person's relative is associated, is a member or is engaged. For example, if a Board member's spouse is a member of the collective bargaining unit, the Board member may vote to approve the contract, as it will affect all members of that class to the same degree. However, if the collective bargaining unit is very small, the class exception may not apply. Similarly, if the contract contains special provisions that might apply only to particular persons, then the class exception may not apply. For example, if a Board member's spouse is the only one in the bargaining unit that has a doctorate and there is a pay differential for employees with doctorates in the collective bargaining agreement, the Board member should not vote on the contract.

II. Gifts

Board members are public officials and therefore will not solicit or accept a gift or gifts with an aggregate value in excess of \$50 from any single source in a calendar year that has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. All gift related provisions

apply to the Board member, their relatives, and members of their household. The \$50 gift limit applies separately to the Board member and to the Board member's relatives or members of household, meaning that the Board member, each member of their household and relative can accept up to \$50 each from the same source/gift giver. "Gift" means something of economic value given to a Board member without valuable consideration of equivalent value, which is not extended to others who are not public officials on the same terms and conditions.

"Relative" means: spouse³, parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the Board member; or parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the spouse of the Board member. Relative also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits⁴ to the Board member, or who receives any benefit from the Board member's public employment.

"Member of the household" means any person who resides with the Board member.

Determining the Source of Gifts

Board members should not accept gifts in any amount without obtaining information from the gift giver as to who is the source of the gift. It is the Board member's personal responsibility to ensure that no single source provides gifts exceeding an aggregate value of \$50 in a calendar year, if the source has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. If the giver does not have a legislative/administrative interest, the ethics rules on gifts do not apply and the Board member need not keep track of it, although they are advised to do so anyway in case of a later dispute.

Determining Legislative and Administrative Interest

A "legislative or administrative interest" means an economic interest distinct from that of the general public, in any action subject to the decision or vote of a person acting in the capacity of a Board member. For example, everyone within a county has a general interest in the fire department, but the person who sells the uniforms to the fire department has a legislative or administrative interest in the fire department that is distinct from the general public.

Determining the Value of Gifts

The fair market value of the merchandise, goods, or services received will be used to determine benefit or value.

"Fair market value" is the dollar amount goods or services would bring if offered for sale by a person who desired, but was not obligated, to sell and purchased by one who is willing, but not obligated, to buy. Any portion of the price that was donated to charity, however, does not count toward the fair market value of the gift if the Board member does not claim the charitable contribution on personal tax returns. Below are acceptable ways to calculate the fair market value of a gift:

1. In calculating the per person cost at receptions or meals the payor of the Board member's admission or meal will include all costs other than any amount donated to a charity. For example, a person with a legislative or administrative interest buys a table for a charitable dinner at \$100 per person. If the cost of the meal was \$25 and the amount donated to charity was \$75, the

³Ibid. p. 1

⁴Ibid. p. 1

benefit conferred on the Board member is \$25. This example requires that the Board member does not claim the charitable contribution on personal tax returns.

2. For receptions and meals with multiple attendees, but with no price established to attend, the source of the Board member's meal or reception will use reasonable methods to determine the per person value or benefit conferred. The following examples are deemed reasonable methods of calculating value or benefit conferred:
 - a. The source divides the amount spent on food, beverage and other costs (other than charitable contributions) by the number of persons whom the payor reasonably expects to attend the reception or dinner;
 - b. The source divides the amount spent on food, beverage and other costs (other than charitable contributions) by the number of persons who actually attend the reception or dinner; or
 - c. The source calculates the actual amount spent on the Board member.
3. Upon request by the Board member, the source will give notice of the value of the merchandise, goods, or services received.
4. Attendance at receptions where the food or beverage is provided as an incidental part of the reception is permitted without regard to the fair market value of the food and beverage provided.

Value of Unsolicited Tokens or Awards: Resale Value

Board members may accept unsolicited tokens or awards that are engraved or are otherwise personalized items. Such items are deemed to have a resale value under \$25 (even if the personalized item cost the source more than \$50), unless the personalized item is made from gold or some other valuable material that would have value over \$25 as a raw material.

Entertainment

Board members may not solicit or accept any gifts of entertainment over \$50 in value from any single source in a calendar year that has a legislative or administrative interest in any matter subject to the decision or vote of the Board member unless:

1. The entertainment is incidental to the main purpose of another event (i.e., a band playing at a reception). Entertainment that involves personal participation is not incidental to another event (such as a golf tournament at a conference); or
2. The Board member is acting in their official capacity for a ceremonial purpose.

Entertainment is ceremonial when a Board member appears at an entertainment event for a "ceremonial purpose" at the invitation of the source of the entertainment who requests the presence of the Board member at a special occasion associated with the entertainment. Examples of an appearance by a Board member at an entertainment event for a ceremonial purpose include throwing the first pitch at a baseball game, appearing in a parade and ribbon cutting for an opening ceremony.

Exceptions

The following are exceptions to the ethics rules on gifts:

3. Campaign contributions are not considered gifts under the ethics rules;

4. Gifts from “relatives” and “members of the household” to the Board member are permitted in an unlimited amount; they are not considered gifts under the ethics rules;
5. Informational or program material, publications, or subscriptions related to the recipient’s performance of official duties;
6. Contributions made to a legal expense trust fund if certain requirements are met;
7. Food, lodging, and travel generally count toward the \$50 aggregate amount per year from a single source with a legislative or administrative interest, with the following exceptions:
 - a. Organized Planned Events. Board members are permitted to accept payment for travel conducted in the Board member’s official capacity, for certain limited purposes:
 - (1) Reasonable expenses (i.e., food, lodging, travel, fees) for attendance at a convention, fact-finding mission or trip, or other meeting do not count toward the \$50 aggregate amount IF:
 - (a) The Board member is scheduled to deliver a speech, make a presentation, participate on a panel, or represent the district; AND
 - i) The giver is a unit of a:
 - a) Federal, state, or local government;
 - b) An Oregon or federally recognized Native American Tribe; OR
 - c) Nonprofit corporation.
 - (b) The Board member is representing the district:
 - i) On an officially sanctioned trade-promotion or fact-finding mission; OR
 - ii) Officially designated negotiations or economic development activities *where receipt of the expenses is approved in advance by the Board.*
 - (2) The purpose of this exception is to allow Board members to attend organized, planned events and engage with the members of organizations by speaking or answering questions, participating in panel discussions or otherwise formally discussing matters in their official capacity. This exception to the gift definition does not authorize private meals where the participants engage in discussion.
8. Food or beverage, consumed at a reception, meal, or meeting IF held by an organization and IF the Board member is representing the district. Again, this exception does not authorize private meals where the participants engage in discussion.

“Reception” means a social gathering. Receptions are often held for the purpose of extending a ceremonial or formal welcome and may include private or public meetings during which guests are honored or welcomed. Food and beverages are often provided, but not as a plated, sit-down meal;

9. Food or beverage consumed by Board member acting in an official capacity in the course of financial transactions between the public body and another entity described in ORS 244.020(6)(b)(I)(i);

10. Waiver or discount of registration expenses or materials provided to Board member at a continuing education event that the Board member may attend to satisfy a professional licensing requirement;
11. A gift received by the Board member as part of the usual or customary practice of the Board member's private business, employment or position as a volunteer that bears no relationship to the Board member's holding of public office.

Honoraria

A Board member may not solicit or receive, whether directly or indirectly, honoraria for the Board member or any relative or member of the household of the Board member if the honoraria are solicited or received in connection with the official duties of the Board member.

The honoraria rules do not prohibit the solicitation or receipt of an honorarium or a certificate, plaque, commemorative token or other item with a value of \$50 or less; or the solicitation or receipt of an honorarium for services performed in relation to the private profession, occupation, avocation or expertise of the Board member or candidate.

END OF POLICY

Legal Reference(s):

[ORS 162.015 to -162.035](#)
[ORS 162.405 to -162.425](#)

[ORS 244.010 to -244.400](#)
[ORS 332.055](#)

[OAR 199-0050001 to -199-010-0150](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS.

1/14/16 | PH

Board Member Ethics and Nepotism

In order to avoid both potential and actual conflicts of interests, Board members will abide by the following rules when a Board member's relative or member of the household is seeking and/or holds a position with the district:

1. A Board member may not appoint, employ, promote, discharge, fire, or demote or advocate for such an employment decision for a relative or member of the household, unless the Board member complies with the conflict of interest requirements of ORS Chapter 244.

This policy does not apply to decisions regarding unpaid volunteer positions unless it is a Board member position or another Board-related unpaid volunteer position (i.e. a Board committee position).

2. A Board member may not participate as a public official in any interview, discussion, or debate regarding the appointment, employment, promotion, discharge, firing, or demotion of a relative or member of the household. A Board member may still serve as a reference or provide a recommendation.

For the purposes of this policy-

“Member of the household” means any person who resides with the Board member.

“Relative” means: the spouse¹, parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the Board member; or parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the spouse of the Board member. Relative also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits² to the Board member, or who receives any benefit from the Board member's public employment.

Class Exception

It will not be a conflict of interest if the Board member's action would affect to the same degree a class including the Board member's relative or household member. For example, if a Board member's spouse is a member of the collective bargaining unit, the Board member may vote to approve the contract, as it will affect all members of that class to the same degree. However, if the collective bargaining unit is very small, the class exception may not apply. Similarly, if the contract contains special provisions that might apply only to particular persons, then the class exception may not apply. For example, if a Board member's spouse is the only one in the bargaining unit that has a doctorate and there is a pay differential

¹The term spouse includes domestic partner.

²Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

for employees with doctorates in the collective bargaining agreement, the Board member should not vote on the contract.

END OF POLICY

Legal Reference(s):

[ORS 244.010 to -244.400](#)
[ORS 659A.309](#)

[OAR 199-005-0001 to -199010-0150](#)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS.
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Staff Ethics

I. Conflict of Interest

No district employee will use his/her district position to obtain personal financial benefit or avoidance of financial detriment or financial gain or avoidance of financial detriment for relatives, household members or for any business with which the employee, household member or relative is associated.

This prohibition does not apply to any part of an official compensation package, honorarium allowed by ORS 244.042, reimbursement of expenses, or unsolicited awards of professional achievement. Further, this prohibition does not apply to gifts from one without a legislative or administrative interest. Nor does it apply if the gift is under the \$50 gift limit for one who has a legislative or administrative interest in any matter subject to the decision or vote of the district employee.

District employees will not engage in, or have a financial interest in, any activity that raises a reasonable question of conflict of interest with their duties and responsibilities as staff members. This means that:

1. Employees will not use their position to obtain financial gain or avoidance of financial detriment from students, parents or staff;
2. Any device, publication or any other item developed during the employee's paid time shall be district property;
3. Employees will not further personal gain through the use of confidential information gained in the course of or by reason of position or activities in any way;
4. No district employee may serve as a Board or budget committee member in the district;
5. An employee will not perform any duties related to an outside job during his/her regular working hours or during the additional time that he/she needs to fulfill the position's responsibilities; nor will an employee use any district facilities, equipment or materials in performing outside work;
6. If an employee authorizes a public contract, the employee may not have a direct beneficial financial interest in that public contract for two years after the date the contract was authorized.

If an employee has a potential or actual conflict of interest, the employee must notify his/her supervisor in writing of the nature of the conflict and request that the supervisor dispose of the matter giving rise to the conflict.

In order to avoid both potential and actual conflicts of interests, district employees must abide by the following rules when an employee's relative or member of the household is seeking and/or holds a position with the district:

1. A district employee may not appoint, employ, promote, discharge, fire, or demote or advocate for such an employment decision for a relative or a member of the household, unless he/she complies with the conflict of interest requirements of ORS Chapter 244. This rule does not apply to employment decisions regarding unpaid volunteer position, unless it is a Board-related position.
2. A district employee may not participate as a public official in any interview, discussion, or debate regarding the appointment, employment, promotion, discharge, firing, or demotion of a relative or a member of the household. An employee may still serve as a reference, provide a recommendation, or perform other acts that are part of the normal job functions of the employee.
3. More than one member of an employee's family may be hired as a regular district employee. In accordance with Oregon law, however, the district may refuse to hire individuals, or may transfer current employees, in situations where an appointment would place one family member in a position of exercising supervisory, appointment or grievance adjustment authority over another member of the same family. Employees who are members of the same family may not be assigned to work in the same building except by the superintendent's approval.

In the *conflict of interest context*, a "member of the household" means any person who resides with the employee and "relative" means:

Relative" means: The spouse¹, parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the employee; or the parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the spouse of the employee. Relative also includes any individual for whom the employee has a legal support obligation, whose employment provides benefits² to the employee, or who receives any benefit from the employee's public employment.

II. Gifts

District employees must comply with the following rules involving gifts:

Employees are public officials and therefore will not solicit or accept a gift or gifts with an aggregate value in excess of \$50 from any single source in a calendar year that has a legislative or administrative interest in any matter subject to the decision or vote of the district employee. All gift related provisions apply to the employee, their relatives, and members of their household. The \$50 gift limit applies separately to the employee, and to the employee's relatives or members of household, meaning that the employee and each member of their household and relative can accept up to \$50 each from the same source/gift giver. 4. "Gift" means something of economic value given to an employee without valuable consideration of equivalent value, which is not extended to others who are not public officials on the same terms and conditions.

¹The term spouse includes domestic partner.

²Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

Relative” means: the spouse³, parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the employee; or the parent, step-parent, child, sibling, step-sibling, son-in-law or daughter-in-law of the spouse of the employee. Relative also includes any individual for whom the employee has a legal support obligation, whose employment provides benefits⁴ to the employee, or who receives any benefit from the employee’s public employment.

“Member of the household” means any person who resides with the employee.

Determining the Source of Gifts

Employees should not accept gifts in any amount without obtaining information from the gift giver as to who is the source of the gift. It is the employee’s personal responsibility to ensure that no single source provides gifts exceeding an aggregate value of \$50 in a calendar year, if the source has a legislative or administrative interest in any matter subject to the decision or vote of the district employee. If the giver does not have a legislative/administrative interest, the ethics rules on gifts do not apply and the employee need not keep track of it, although they are advised to do so anyway in case of a later dispute.

Determining Legislative and Administrative Interest

A legislative or administrative interest means an economic interest distinct from that of the general public, in any action subject to the official decision of an employee.

A decision means an act that commits the district to a particular course of action within the employee’s scope of authority and that is connected to the source of the gift’s economic interest. A decision is not a recommendation or work performed in an advisory capacity. If a supervisor delegates the decision to a subordinate but retains responsibility as the final decision maker, both the subordinate and supervisor’s actions would be considered a “decision.”

Determining the Value of Gifts

The fair market value of the merchandise, goods, or services received will be used to determine benefit or value.

“Fair market value” is the dollar amount goods or services would bring if offered for sale by a person who desired, but was not obligated, to sell and purchased by one who is willing, but not obligated, to buy. Any portion of the price that was donated to charity, however, does not count toward the fair market value of the gift if the employee does not claim the charitable contribution on personal tax returns. Below are acceptable ways to calculate the fair market value of a gift:

7. In calculating the per person cost at receptions or meals the payor of the employee’s admission or meal will include all costs other than any amount donated to a charity.

For example, a person with a legislative or administrative interest buys a table for a charitable dinner at \$100 per person. If the cost of the meal was \$25 and the amount donated to charity was \$75, the benefit conferred on the employee is \$25. This example requires that the employee does not claim the charitable contribution on personal tax returns.

³Ibid. p. 2

⁴Ibid. p. 2

8. For receptions and meals with multiple attendees, but with no price established to attend, the source of the employee's meal or reception will use reasonable methods to determine the per person value or benefit conferred. The following examples are deemed reasonable methods of calculating value or benefit conferred:
 - a. The source divides the amount spent on food, beverage and other costs (other than charitable contributions) by the number of persons whom the payor reasonably expects to attend the reception or dinner;
 - b. The source divides the amount spent on food, beverage and other costs (other than charitable contributions) by the number of persons who actually attend the reception or dinner; or
 - c. The source calculates the actual amount spent on the employee.
9. Upon request by the employee, the source will give notice of the value of the merchandise, goods, or services received.
10. Attendance at receptions where the food or beverage is provided as an incidental part of the reception is permitted without regard to the fair market value of the food and beverage provided.

Value of Unsolicited Tokens or Awards: Resale value

Employees may accept unsolicited tokens or awards that are engraved or are otherwise personalized items. Such items are deemed to have a resale value under \$25 (even if the personalized item cost the source more than \$50), unless the personalized item is made from gold or some other valuable material that would have value over \$25 as a raw material.

Entertainment

Employees may not solicit or accept any gifts of entertainment over \$50 in value from any single source in a calendar year that has a legislative or administrative interest in any matter subject to the decision of the employee unless:

1. The entertainment is incidental to the main purpose of another event (i.e. a band playing at a reception). Entertainment that involves personal participation is not incidental to another event (such as a golf tournament at a conference); or
2. The employee is acting in their official capacity for a ceremonial purpose.

Entertainment is ceremonial when an employee appears at an entertainment event for a "ceremonial purpose" at the invitation of the source of the entertainment who requests the presence of the employee at a special occasion associated with the entertainment. Examples of an appearance by an employee at an entertainment event for a ceremonial purpose include: throwing the first pitch at a baseball game, appearing in a parade and ribbon cutting for an opening ceremony.

Exceptions

The following are exceptions to the ethics rules on gifts that apply to employees.

3. Gifts from “relatives” and “members of the household” to the employee are permitted in an unlimited amount; they are not considered gifts under the ethics rules.
4. Informational or program material, publications, or subscriptions related to the recipient’s performance of official duties.
5. Food, lodging, and travel generally count toward the \$50 aggregate amount per year from a single source with a legislative/administrative interest, with the following exceptions:
 - a. *Organized Planned Events*. Employees are permitted to accept payment for travel conducted in the employee’s official capacity, for certain limited purposes:
 - (1) Reasonable expenses (i.e., food, lodging, travel, fees) for attendance at a convention, fact-finding mission or trip, or other meeting do not count toward the \$50 aggregate amount IF:
 - (a) The employee is scheduled to deliver a speech, make a presentation, participate on a panel, or represent the district; AND
 - i) The giver is a unit of a:
 - a) Federal, state, or local government;
 - b) An Oregon or federally recognized Native American Tribe; OR
 - c) Non-profit corporation.
 - (b) The employee is representing the district:
 - i) On an officially sanctioned trade-promotion or fact-finding mission; OR
 - ii) Officially designated negotiations or economic development activities where receipt of the expenses is approved in advance by the superintendent.
 - (2) The purpose of this exception is to allow employees to attend organized, planned events and engage with the members of organizations by speaking or answering questions, participating in panel discussions or otherwise formally discussing matters in their official capacity. This exception to the gift definition does not authorize private meals where the participants engage in discussion.
6. Food or beverage, consumed at a reception, meal, or meeting IF held by an organization and IF the employee is representing the district.

“Reception” means a social gathering. Receptions are often held for the purpose of extending a ceremonial or formal welcome and may include private or public meetings during which guests are honored or welcomed. Food and beverages are often provided, but not as a plated, sit-down meal.

7. Food or beverage consumed by employee acting in an official capacity in the course of financial transactions between the public body and another entity described in ORS 244.020(6)(b)(I)(i).
8. Waiver or discount of registration expenses or materials provided to employee at a continuing education event that the employee may attend to satisfy a professional licensing requirement.
9. A gift received by the Board member as part of the usual or customary practice of the Board member's private business, employment or position as a volunteer that bears no relationship to the Board member's holding of public office.
10. Reasonable expenses paid to employee for accompanying students on an educational trip.

Honoraria

An employee may not solicit or receive, whether directly or indirectly, honoraria for the employee or any member of the household of the employee if the honoraria are solicited or received in connection with the official duties of the employee.

The honoraria rules do not prohibit the solicitation or receipt of an honorarium or a certificate, plaque, commemorative token or other item with a value of \$50 or less; or the solicitation or receipt of an honorarium for services performed in relation to the private profession, occupation, avocation or expertise of the employee.

END OF POLICY

Legal Reference(s):

[ORS 244.010 to-244.400](#)
[ORS 260.005](#)
[ORS 294.311](#)
[ORS 294.336](#)
[ORS 332.016](#)
[ORS 659A.309](#)

[OAR 199-005-0001 to-199-020-0020](#)
[OAR 584-020-0040](#)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS (2008).

Cross Reference(s):

GBI - Gifts and Solicitations
GCQA/GDQA - Nonschool Employment
GCQAB - Private Tutoring for Pay
KJ - Advertising in District Facilities

Gladstone School District 115

Code: GCDA/GDDA
Adopted:

Criminal Records Checks/Fingerprinting

All newly hired employees shall be required to submit to a nationwide criminal records check and fingerprinting. Individuals contracting with the district and their employees, who have direct, unsupervised contact with students, shall also be required to submit to a nationwide criminal records check and fingerprinting.

The Board may require an Oregon criminal history check for other individuals considered for volunteer service for the district who have direct, unsupervised contact with students.

The district shall **not** begin the employment of an individual or terms of a district contractor ~~on a probationary basis pending~~ **before** the return and disposition of such criminal records check and/or fingerprinting. The service of a volunteer **will not** begin ~~on a probationary basis pending~~ **before** the return and disposition of a criminal records check.

An individual who has failed to disclose the presence of criminal convictions that would not otherwise prevent his/her employment with the district as provided by law **may** be employed or contracted with, by the district. The district's use of criminal history must be relevant to the specific requirements of the position, services or employment.

Criminal records checks and fingerprinting fees as required by the Teacher Standards and Practices Commission shall be paid by the individual. Fees as required for all other individuals subject to such checks and/or fingerprinting shall be paid by the district.

~~Employees not requiring licensure may request that the required fees be withheld from the employee's paycheck. Such fees may be deducted only upon the request of the individual.~~

The superintendent is directed to develop administrative regulations to meet the requirements of applicable Oregon Revised Statutes and Oregon Administrative Rules.

END OF POLICY

Legal Reference(s):

[ORS 181.525](#)
[ORS 181.555](#)
[ORS 183.413 to -183.470](#)
[ORS 326.603](#)
[ORS 326.607](#)
[ORS 336.631](#)
[ORS 338.115](#)
[ORS 342.143](#)
~~[ORS 342.223 to -342.232](#)~~
[OAR 414-061-0010](#)
[OAR 581-021-0500](#)

[OAR 584-036-0062](#)
[OAR 581-022-1730](#)

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. seq. (2012).

Drug, Alcohol and Tobacco Prevention, Health Education**

Students have a right to attend school in an environment conducive to learning. Since student alcohol, tobacco and other drug use is illegal, harmful and interferes with both effective learning and the healthy development of students, the district has a fundamental legal and ethical obligation to prevent the use of drugs, alcohol and tobacco and to maintain a drug-free educational environment.

After consulting with parents, teachers, school administrators, local community agencies and persons from the drug, alcohol or health service community who are knowledgeable of the latest research information, the Board will adopt a written plan for a drug, alcohol and tobacco prevention and intervention program

Students possessing, using and/or selling unlawful drugs, including drug paraphernalia, alcohol and tobacco on district property, in district vehicles, at district-sponsored activities on or off district grounds shall be subject to discipline up to and including expulsion. When considering disciplinary action for a child with disabilities, the district must follow the requirements of Board policy JGDA/JGEA – Discipline of Students with Disabilities including those involving functional behavioral assessment, change or placement, manifestation determination and an interim alternative educational setting. Students may also be referred to law enforcement officials

While alcohol, tobacco and other drug use is dangerous in all segments of American society, it poses a special risk to young people by denying them the opportunity for normal physical and psychological development. To this end, the district is committed to drug-free schools and intends to send an absolute and clear message that alcohol and other drug use is illegal and will not be allowed in the district or during district-sponsored events and activities.

The district's health curriculum related to alcohol and tobacco prevention will include age-appropriate materials, K-12, that will be reviewed annually and updated as necessary to reflect current research and Oregon's Health Education Academic Content.

Drug, alcohol and tobacco prevention instruction will be integrated in the district's health education courses. Students not enrolled in health education shall receive such instruction through other designated courses. At least annually, all high school students, grades 9-12 shall receive instruction about drug and alcohol prevention. Instruction shall minimally meet the requirements set forth in Oregon Administrative Rules.

The district will include information regarding the district's intervention and referral procedures, including those for drug-related medical emergencies in student/parent and staff handbooks.

Intervention is defined as the identification and referral of students whose behavior is interfering with their potential success socially, emotionally, physiologically, and/or legally as a result of prohibited drug, alcohol and/or tobacco use.

Any staff member who has reason to suspect a student is in possession of, or under the influence of unlawful drugs, alcohol, other intoxicants or tobacco on district property, on a school bus or while participating in any district-sponsored activity, whether on district property or at sites off district property will escort the student to the office or designated area and will report the information to the administrator or his/her designated representative.

The district will actively seek funds from outside sources either independently or through coordinated efforts with other districts, community agencies or the education service district for drug-free schools grants.

A planned staff development program that includes current drug, alcohol and tobacco prevention education, an explanation of the district's plan and staff responsibilities within that plan will be developed by the superintendent. The input of staff, parents and the community is encouraged to ensure a staff development program that best meets the needs of district students.

The district will develop a public information plan for students, staff and parents.

The district's Drug, Alcohol and Tobacco Prevention, Health Education policy, related board policies, rules and procedures will be reviewed annually and updated as needed

END OF POLICY

Legal Reference(s):

ORS 163.575	OAR 581-015-2425
ORS 336.067	OAR 581-015-2430
ORS 336.222	OAR 581-015-2435
ORS 339.873	OAR 581-015-2440
ORS Chapter 475	OAR 581-015-2055
	OAR 581-015-2205
OAR 581-011-0052	OAR 581-015-2220
OAR 581-015-2000	OAR 581-015-2225
OAR 581-015-2040	OAR 581-015-2230
OAR 581-015-2045	OAR 581-015-2235
OAR 581-015-2050	OAR 581-015-2240
OAR 581-015-2060	OAR 581-015-2325
OAR 581-015-2070	OAR 581-015-2600
OAR 581-015-2075	OAR 581-015-2605
OAR 581-015-2410	OAR 581-021-0050
OAR 581-015-2415	OAR 581-021-0055
OAR 581-015-2420	OAR 581-022-0413
	OAR 581-022-1210

Drug-Free Workplace Act of 1988, 41 U.S.C. §§ 701-707 (2006); General Principles Relating to Suspension and Debarment Actions, 34 C.F.R. §§ 85.600 - 85.645 (2006).
Controlled Substances Act, 21 U.S.C. § 812; Schedules of Controlled Substances, 21 C.F.R. §§ 1308.11 - 1308.15 (2006).
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101-7117 (2006).
34 C.F.R. §§ 300.108.

Graduation Requirements

The Board will establish graduation requirements for the awarding of a high school diploma, modified diploma, extended diploma and alternative certificate which meet or exceed state requirements. A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is received by the student's parent or guardian or by the student if they are 18 years of age or older, or emancipated.

The district will ensure that students have onsite access to the appropriate resources to achieve a diploma, modified diploma, extended diploma or alternative certificate at each high school. The district will provide age appropriate and developmentally appropriate literacy instruction to all students until graduation.

Essential Skills

The district will not allow English Language Learner (ELL) students to demonstrate proficiency in the Essential Skills in the student's language of origin.

The district may not deny a student, who has the documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers, or of a medical condition that creates a barrier to achievements, the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history.

The district may award a modified diploma or extended diploma to a student only upon the written consent of the student's parent or guardian. The district shall receive the written consent during the school year in which the modified diploma or extended diploma is awarded. A student who is emancipated or has reached the age of 18 at the time the modified diploma or extended diploma is awarded may sign the consent.

A student shall have the opportunity to satisfy the requirements for a modified diploma, extended diploma or alternative certificate in either four years after starting the ninth grade, or until the student reaches the age of 21, if the student is entitled to a public education until the age of 21 under state or federal law.

A student may satisfy the requirements for a modified diploma, extended diploma or alternative certificate in less than four years but not less than three years. In order to satisfy the requirements for a modified diploma, extended diploma or alternative certificate in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

Beginning in grade five or after a documented history to qualify for an extended diploma has been established, the district will annually provide to the parents or guardians of the student, information about

the availability and requirements of a modified diploma, an extended diploma, and an alternative certificate.

A student who receives a modified diploma, extended diploma or alternative certificate will have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, extended diploma or alternative certificate shall have access to individually designed instructional hours, hours of transition services and hours of other services that equals at least the total number of instructional hours that is required to be provided to students who are attending a public high school, unless reduced by the individualized education program (IEP) team.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a Free Appropriate Public Education (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, an alternate certificate or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, extended diploma or alternative certificate is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

Students and their parents will be notified of graduation and diploma requirements.

The district may not deny a diploma to a student who has opted out of the Smarter Balanced or alternate Oregon Extended Assessment if the student is able to satisfy all other requirements for the diploma. Students who opt-out will need to meet the Essential Skills graduation requirement using another approved assessment option.

The district will issue a high school diploma, upon request, to a person who served in the Armed Forces¹, as specified in Oregon law, if the person was discharged or released under honorable conditions and has received either a General Educational Development, a post-secondary degree or has received a minimum score on the Armed Services Vocational Aptitude Battery.

The district shall establish conduct and discipline consequences for student-initiated test impropriety. "Student-initiated test impropriety" means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

END OF POLICY

Legal Reference(s):

[ORS 329.095](#)
[ORS 329.451](#)
[ORS 332.107](#)
[ORS 332.114](#)
[ORS 339.115](#)
[ORS 343.295](#)

[OAR 581-021-0071](#)
[OAR 581-022-0615](#)
[OAR 581-022-0617](#)
[OAR 581-022-1130](#)
[OAR 581-022-1131](#)
[OAR 581-022-1133](#)
[OAR 581-022-1134](#)
[OAR 581-022-1135](#)
[OAR 581-022-1210](#)
[OAR 581-022-1215](#)
[OAR 581-022-1350](#)

HB 2655 (2015)

TEST ADMINISTRATION MANUAL, APPENDIX L-REQUIREMENTS FOR ASSESSMENT OF ESSENTIAL SKILLS.

¹The policy applies to any person who:

1. Served in the Armed Forces of the U.S. at any time during:
 - a. World War I;
 - b. World War II;
 - c. The Korean Conflict; or
 - d. The Vietnam War;
2. Served in the Armed Forces of the U.S. and was physically present in:
 - a. Operation Urgent Fury (Grenada);
 - b. Operation Just Cause (Panama);
 - c. Operation Desert Shield/Desert Storm (Persian Gulf War);
 - d. Operation Restore Hope (Somalia);
 - e. Operation Enduring Freedom (Afghanistan); or
 - f. Operation Iraqi Freedom (Iraq);
3. Served in the Armed Forces of the U.S. in an area designated as a combat zone by the President of the U.S.

Gladstone School District 115

Code: **INDB**
Adopted: 9/12/01
Readopted: 5-12-10

Flag Displays and Salute

A United States flag and an Oregon flag shall be displayed on or near each district building during school hours, except in unsuitable weather and at such other times as the Board deems proper.

Students shall receive instruction in respect for the national flag, and be provided an opportunity to salute the United States flag at least once each week by reciting *The Pledge of Allegiance*.

A flag salute may be implemented at assemblies, before or after school, at lunch, special events, home room class, athletic contests or at other times deemed appropriate by the administrator. Individual staff members and students who do not participate in the salute must maintain a respectful silence during the salute.

Upon request from an Oregon Sovereign tribal government, a flag representing the sovereign tribal government must be displayed on, near or within a school building during school hours. The location of the flag will be determined by the district in consultation with the requesting sovereign tribal government.

END OF POLICY

Legal Reference(s):

[ORS 336.067](#)
[ORS 339.875](#)

OAR 581-021-0043

W. Va. St. Bd. of Educ. v. Barnette, 319 U.S. 624 (1943).

Gladstone School District 115

Code: **JEA**
Adopted:

Compulsory Attendance**

Except when exempt by Oregon law, all students between ages 6-18 who have not completed the 12th grade are required to regularly attend public school full-time during the entire school term.

All students five years of age who have been enrolled in a public school are required to attend regularly while enrolled in the public school.

Persons having legal control of a student between the ages 6-18, who has not completed the 12th grade, are required to have the student attend and maintain the child in regular attendance during the school term.

Under the superintendent's direction and supervision, attendance supervisors shall monitor and report any violation of the compulsory attendance law to the superintendent or designee. Failure to send a student and to maintain a student in regular attendance is a Class C violation.

The district will develop procedures for issuing a citation.

A parent who is not supervising his/her student by requiring school attendance may also be in violation of ORS 163.577 (1)(c). Failing to supervise a child is a Class A violation.

In addition, under policy JHFDA - Suspension of Driving Privileges, the district may report students with 10 consecutive days unexcused absence or 15 cumulative days unexcused absence in a single semester to the Oregon Department of Transportation.

Exemptions from Compulsory School Attendance

In the following cases, students shall not be required to attend public schools full-time:

1. Students being taught in a private or parochial school in courses of study usually taught in kindergarten through grade 12 in the public schools, and in attendance for a period equivalent to that required of students attending public schools;
2. Students proving to the Board's satisfaction that they have acquired equivalent knowledge to that acquired in the courses of study taught in kindergarten through grade 12 in the public schools,
3. Students being taught, by a private teacher, the courses of study usually taught in in kindergarten through grade 12 in the public school for a period equivalent to that required of students attending public schools;
4. Students being educated in the home by a parent:

- a. When a student is taught or is withdrawn from a public school to be taught by a parent or private teacher, the parent or teacher must notify the Clackamas Education Service District (ESD) in writing within 10 days of such occurrence. In addition, when a home-schooled student moves to a new ESD, the parent shall notify the new ESD in writing, within 10 days, of the intent to continue home schooling. The ESD superintendent shall acknowledge receipt of any notification in writing within 90 days of receipt of the notification. The ESD is to notify, at least annually, school districts of home-schooled students who reside in their district;
 - b. Each student being taught by a parent or private teacher shall be examined no later than August 15, following grades 3, 5, 8 and 10:
 - (1) If the student was withdrawn from public school, the first examination shall be administered at least 18 months after the date the student withdrew;
 - (2) If the student never attended public or private school, the first examination shall be administered prior to the end of grade 3;
 - (3) Procedures for home-schooled students with disabilities are set out in OAR 581-021-0029.
 - c. Examinations testing each student shall be from the list of approved examinations from the State Board of Education;
 - d. The examination must be administered by a neutral individual qualified to administer tests on the approved list provided by the Oregon Department of Education;
 - e. The person administering the examination shall score the examination and report the results to the parent. Upon request of the ESD superintendent, the parent shall submit the results of the examination to the ESD;
 - f. All costs for the test instrument, administration and scoring are the responsibility of the parent;
 - g. In the event the ESD superintendent finds that the student is not showing satisfactory educational progress, the ESD superintendent shall provide the parent with a written statement of the reasons for the finding, based on the test results and shall follow the guidelines in Oregon Revised Statutes and Oregon Administrative Rules.
5. Students excluded from attendance as provided by law;
 6. An exemption may be granted to the parent of any student 16 or 17 years of age who is lawfully employed full-time, or who is lawfully employed part-time and enrolled in school, a community college or an alternative education program as defined in ORS 336.615.

END OF POLICY

Legal Reference(s):

[ORS 153.018](#)
[ORS 163.577](#)
[ORS 336.615](#) to- 336.665
[ORS 339.010](#) to- 339.090
[ORS 339.925](#)

[ORS 339.990](#)
[ORS 807.065](#)
[ORS 807.066](#)

[OAR 581-021-0026](#)

[OAR 581-021-0029](#)
[OAR 581-021-0071](#)
[OAR 581-021-0077](#)
 SB 321 (2015)

Gladstone School District 115

Code: **JEC**
Adopted:

Admissions

The Board is committed to providing an educational program for all students living in the district. The Board believes all students living in the district who have not completed 12 years of education should regularly attend a public full-time school and be included in the available educational programs.

State law considers a child to be six years of age if the sixth birthday of the child occurred on or before September 1 and a child of five years of age is considered to be kindergarten age if the fifth birthday of the child occurred on or before September 1.

Students who do not meet age and date criteria required will not be granted early admission.

All new students must register in the school office. Registration requirements include proof of the student's birth date (a birth certificate, a hospital record or a baptismal record) and immunization records as required by law. Students admitted to any grade must show evidence of completing the prior school years.

Students enrolled in the district shall comply with Oregon laws related to age, residence, health, attendance and immunization.

Students located in the district shall not be excluded from admission solely because the student does not have a fixed place of residence or solely because the student is not under the supervision of a parent.

Students located in the district shall not be excluded from admission where they are otherwise eligible, not receiving special education, and not yet attained the age of 19 prior to the beginning of the current school year.

The district may admit an otherwise eligible person who is not receiving special education and who has not yet attained 21 years of age prior to the beginning of the current school year if the person is shown to be in need of additional education in order to secure a high school diploma.

END OF POLICY

Legal Reference(s):

[ORS 327.006](#)
[ORS 336.092](#)
[ORS 339.010](#)
[ORS 339.020](#)
[ORS 339.030](#)
[ORS 339.115](#)
[ORS 339.125](#)
[ORS 339.133](#)
[ORS 339.134](#)
[ORS 433.267](#)

[OAR 581-022-0705](#)

SB 321 (2015)

Illegal Immigration and Immigration Reform Act of 1996, 8 U.S.C. §§ 1101, 1221, 1252, 1224, 1363, 1367 (2006).
McKinney-Vento Homeless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431-11435 (2005).

Cross Reference(s):

JECB - Out-of-District Transfer and Admission of Nonresident Students
JHCB - Immunization of Students
JECBD - Homeless Students

Public Complaints*

Complaints are handled and resolved as close to their origin as possible.

Although no community member will be denied the right to petition the Board for redress of a grievance, complaints will be referred through the proper administrative channels for resolution before investigation or action by the Board. Exceptions are complaints that concern superintendent or Board actions or Board operations.

The Board advises the public that the proper process for resolving complaints including but not limited to, instruction, discipline, retaliation or learning materials, should be handled in the following order unless otherwise identified:

1. Teacher/Employee;
2. School Administrator;
3. Superintendent or designee;
4. Board.

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

Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair on behalf of the Board. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member should be made to the Board chair and may be referred to district counsel. Complaints against the Board chair may be made directly to the Board vice chair.

If a complaint alleges a violation of state standards and is not resolved at the local level, then the district will supply the complainant with appropriate information in order to file a direct appeal to the State Superintendent as outlined in Oregon Administrative Rules (OAR) 581-022-1940.

END OF POLICY

Legal Reference(s):

[ORS 192.610 to -192.690](#)

[ORS 332.107](#)

[OAR 581-022-1940](#)

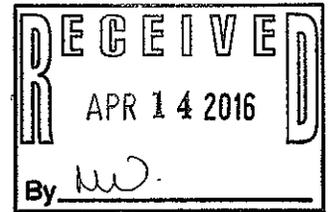
[OAR 581-022-1941](#)

HB 3371 (2015)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).

Connick v. Myers, 461 U.S. 138 (1983).

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April 14, 2016
Gladstone School District
17789 Webster Rd.
Gladstone, OR 97027

To Whom It Concerns:

Please accept this letter as a formal resignation from my position as Registrar/Counseling Secretary at Gladstone High School. My last day of work will be Friday, May 13, 2016.

Between my family relocating and substantial changes and challenges I will be taking another opportunity elsewhere. Due to the upcoming needs of my family I have made this difficult decision to terminate.

Given the month notice, I hope to lessen the inconvenience and impact on the school and students. I would be happy to help ease this transition period by assisting my replacement and training or answering any questions as needed in the following weeks.

It has been a pleasure working with the students of Gladstone and I wish everyone much future success. Thank you for your time and attention to this matter.

Kind Regards,

A handwritten signature in cursive script that reads "Heidi Emch".

Heidi Emch