



SCHOOL BOARD MEETING AGENDA

To view live board meeting please visit the Sweet Home District website: [sweethome.k12.or.us](http://sweethome.k12.or.us) and click YouTube link

District Office Conference Room

August 8, 2022, 6:30 p.m.

- |  |             |                 |
|--|-------------|-----------------|
| 1. Call the meeting to order/pledge  | M. Reynolds | Action          |
| 2. Agenda approval/changes   | M. Reynolds | Action          |
| 3. Public Comments   |             | Information     |
| 4. Student & Personnel Reports/Comments  |             |                 |
| A. Certified & Classified Representatives  | Presidents  |                 |
| B. Superintendent's Report   | T. Martin   | Information     |
| 1. Directors and Administrators return   |             |                 |
| 2. New Teacher Orientation Aug 22 (lunch at 11:30)   |             |                 |
| 3. District Wide Inservice Aug 29 (breakfast-please join in!)  |             |                 |
| 4. My Beliefs/priorities/strategic plan  |             |                 |
| 5. 100 day plan  |             |                 |
| 6. Agenda for August trainings   |             |                 |
| 7. Technology Update   |             |                 |
| 5. Consent Agenda  | M. Reynolds | ALL Action      |
| A. Approve minutes from the July 11, 2022 School Board Meeting   |             |                 |
| B. Declare as Surplus Weight Room Equipment from the Sweet Home High School  |             |                 |
| C. Approve hire of Lady Carolina Tavarez, Spanish Teacher at the Sweet Home High School for the 2022-2023 school year                  |             |                 |
| D. Approve hire of Joselyn Lawrence, Mental Health Counselor at the Sweet Home High School for the 2022-2023 school year               |             |                 |
| E. Accept resignation from Brandi McMahand, Special Education Teacher at Foster Elementary effective immediately                       |             |                 |
| F. Approve hire of Robyn Lindsey, Special Ed BLS Teacher at the Sweet Home High School for the 2022-2023 school year                   |             |                 |
| G. Approve Temporary hire of Taylour Stanley-Valdez, Language Arts teacher at the Sweet Home High school for the 2022-2023 school year |             |                 |
| H. Approve Temporary hire of Melissa McDonald, PE Teacher at Hawthorne Elementary for the 2022-2023 school year                        |             |                 |
| I. Approve hire of Pamela McCoy, 1st Grade Teacher at Oak Heights for the 2022-2023 school year  |             |                 |
| 6. Information/Discussion  |             | ALL Information |
| A. Budget Update   | K. Strong   |                 |
| B. Board Policies 2nd read   |             |                 |
| GA Personnel Policies Goals  |             |                 |
| GAA Personnel: Definitions   |             |                 |
| GAB Job Descriptions   |             |                 |
| GB General Personnel Policies  |             |                 |
| GBA Equal Employment Opportunity   |             |                 |
| GBA-AR Veterans' Preference  |             |                 |
| GBB Staff Involvement in Decision Making   |             |                 |
| GBC Staff Ethics   |             |                 |
| GBC-AR Staff Ethics  |             |                 |
| GBCA Staff Religious Dress   |             |                 |

GBCA-AR Staff Religious Dress  
 GBCB Staff Conduct  
 GBCB-AR Staff Conduct  
 GBCBA Alcohol/Controlled Substance Use  
 GBCBB Employee Assistance  
 GBD Board-Staff Communications  
 GBDA Expression of Milk in the Workplace  
 GBE Staff Health and Safety  
 GBEA Workplace Harassment  
 GBEA-AR Workplace Harassment Reporting and Procedure  
 Staff Protection GBEAA  
 GBEB Communicable Diseases – Staff  
 GBEB-AR Communicable Diseases – Staff  
 GBEB Staff - HIV, AIDS, and HBV  
 GBEC Drug-Free Workplace  
 GBEC Drug-Free Workplace  
 GBED Medical Examinations and Drug Testing  
 GBEDA Drug and Alcohol Testing - Transportation Personnel  
 GBEDA-AR Drug and Alcohol Testing - Transportation Personnel  
 GBF Staff Participation in Community Activities  
 GBG Staff Participation in Political Activities  
 GBH/JECAC Staff/Student/Parent Relations  
 GBHB Student Management  
 GBI Gifts and Solicitations  
 GBI-AR Internet-Based, Crowd Funding Solicitation  
 GBJ Weapons in Schools - Staff  
 GBK/JFCG/KGC Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems  
 GBL Personnel Records  
 GBLA Disclosure of Information  
 GBMA Staff Complaints GBM Whistleblower  
 GBN/JBA Sexual Harassment  
 GBN/JBA-AR(1) Sexual Harassment Complaint Procedure  
 GBN/JBA-AR(2) Federal Law (Title IX) Sexual Harassment Complaint Procedure  
 GBNA Hazing, Harassment, Intimidation, Bullying, Menacing or Cyberbullying - Staff  
 GBNA-AR Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Procedures - Staff  
 GBNA/JFCF Cyberbullying  
 GBNA/JHFF Suspected Sexual Conduct with Students and Reporting Requirements  
 GBNAB/JHFE Suspected Abuse of a Child Reporting Requirements  
 GBNAB/JHFEAR(1) Reporting of Suspected Abuse of a Child  
 GBNAB/JHFEAR(2) Abuse of a Child Investigations Conducted on District Premises

C. Board Policies 1st Read

GC Licensed Staff Positions  
 GCA License Requirements  
 GCAA Standards for Competent and Ethical Performance of Oregon Educators  
 GCAB Personal Electronic Devices and Social Media – Staff  
 GCB Licensed Staff Contracts and Compensation Plans  
 GCBA/GDBA Initial Placement on Salary Schedule  
 GCBAC/GDBAC Death of an Employee  
 GCBCA/GDBCA Continuation Coverage Health Benefits  
 GCBBD/GDBD Personal Illness and Injury Leave  
 GCBDA/GDBDA Family Medical Leave  
 GCBDA/GDBDAAR(1) Federal Family Leave /State Family Medical Leave  
 GCBDA/GDBDAAR(2) Request for Family and Medical Leave  
 GCBDA/GDBDAAR(3)(A) Certification of Health Care Provider  
 GCBDA/GDBDAAR(3)(B) Certification of Health Care Provider  
 GCBDA/GDBDAAR(3)(C) Military Family Leave  
 GCBDA/GDBDAAR(3)(D) Military Family Leave  
 GCBDA/GDBDAAR(4) FMLA/OFLA Eligibility Notice to Employee  
 GCBDA/GDBDAAR(5) FMLA/OFLA Sample Designation Letter to Employee FMLA/OFLA GCBDA/GDBDAAR(6) - Designation Notice  
 GCBDA/GDBDAAR(7) Fitness-for-Duty Certification  
 GCBDA/ GDBDA COVID-19 Related Leave  
 GCBDA/ GDBDA-AR(1) COVID-19 Related Leave  
 GCBDA/ GDBDA-AR(2) COVID-19 Related Leave 67  
 GCBDB/GDBDB Early Return to Work  
 GCBDB/GDBDBAR Early Return to Work  
 GCBDC/GDBDC Domestic Violence, Harassment, Sexual Assault, or Stalking Leave  
 GCBDC/GDBDCAR Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave  
 GCBDD/GDBDD Sick Time  
 GCBDE/GDBDE Military Leave of Absence  
 GCBF Break in Service  
 GCC/GDC Staff Recruiting  
 GCD Hiring of Licensed Staff

GCDA/GDDA Criminal Records Checks and Fingerprinting  
 GCDA/GDDA Criminal Records Checks and Fingerprinting  
 GCEA Substitute Teacher Salaries  
 GCEC/GDEC Job Sharing  
 GCEC/GDEC-AR Licensed Staff/Classified Staff Job Share  
 GCL Assignments and Transfers GCI/GDI Staff Development - Licensed  
 GCL-AR(1) Staff Development GCL/GDL Staff Development - Licensed  
 GCL-AR(2) Professional Development Plan.  
 GCMA Teacher Grade Books and Lesson Plans  
 GCN/GDN Evaluation of Staff  
 GCPA Layoff - Licensed Staff  
 GCPA-AR Layoff/Recall - Licensed Staff  
 GCPB/GDPB Resignation of Staff  
 GCPC/GDPC Retirement of Staff  
 GCPD Suspension and Dismissal of Licensed Personnel  
 GCPD Discipline and Dismissal of Licensed Staff  
 GCPD-AR Discipline and Dismissal of Licensed Staff  
 GCQA/GDQA Nonschool Employment  
 GCQAB Private Tutoring for Pay  
 GCQB Research  
 GCQBA Copyrights and Patents  
 GCQC Exchange Teaching  
 GD Classified Staff Positions  
 GDA Instructional Assistants  
 GDC Recruitment of Classified Staff  
 GDCA Posting of Vacancies  
 GDEA Substitute Classified Salaries  
 GDIA Notice of Employment  
 GDPD Suspension and Dismissal of Classified Personnel

- |   |             |                 |
|---|-------------|-----------------|
| 7. Action Items   | M. Reynolds | Action          |
| A. Approve request for ESSER funds to update HVAC Units and Controls District-Wide and to Complete Design Development Work at Oak Heights Elementary School |             |                 |
| 8. Board Comments   |             | Information     |
| 9. Late Items   |             |                 |
| 10. Future Agenda Items   | M. Reynolds | ALL Information |
| A. New Teacher Luncheon - 11:30 at the High School  |             |                 |
| B. Inservice - August 29, 2022 - more details to come   |             |                 |
| C. Next Board Officers Meeting TUESDAY, September 6, 2022 at 3:30 p.m. Superintendent's Office  |             |                 |
| D. Next Board Meeting September 12, 2022 at 6:30 p.m. in DO Boardroom   |             |                 |
| 11. Adjournment   | M. Reynolds | Action          |

Board Chairman Jason Redick called the **regular meeting** of the board of Directors of Sweet Home School District No. 55 to order at 6:30 p.m. on July 11, 2022.

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**Board Members in Attendance**

Mike Reynolds, Jason Van Eck, Debra Brown, Jason Redick, Mike Adams, Sara Hoffman, Dale Keene, Kevin Hill: Absent: Sara Hoffman, Jim Gourley

**Staff Members in Attendance**

Superintendent: Terry Martin; Administrators: Kevin Strong, Josh Darwood, Darel Bidwell Certified: none; Classified: Michelle Bidwell; Board Recording Secretary: Julie Emmert

**Other Attendance:** Benny, New Era

2. Elect Board Officers for 2022-2023 School Year ORS 322.040 BC/BCA

***Motion No. 22-35: Board Member Debra Brown moved to appoint Mike Reynolds as Board Chair, and Jason Redick as Vice Chair. Board Member Dale Keene seconded the motion. The motion passed unanimously***

***Motion No. 22-36: Board Member Dale Keene moved to appoint Debra Brown as secretary. Board Member Jason Van Eck seconded the motion. The motion passed unanimously***

Board Chair: Mike Reynolds  
Vice-Chair: Jason Redick  
Secretary: Debra Brown

**3. Agenda Approval/Changes**

Chairman Redick called for changes and/or approval of the agenda.

***Motion No. 22-37: Board Member Jason Van Eck moved to approve the agenda as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously***

**4. Public Comments: NONE**

**5. Student & Personnel Reports/Comments**

A. Certified & Classified Representatives: None

B. Superintendent's Report:

1. Personnel– The teacher shortage does continue, and it is not limited to teachers–there is a worker shortage. It is not specific to Sweet Home, nor Oregon, nor just the U.S. We continue to be very short staffed. We are working on this. We offer excellent benefits, including medical, dental, vision, and retirement. We pay the employee portion on retirement, as well. We have the best shift available: day shift while students are in school. Our employees are off on weekends and holidays. We are still short. With certified, we are currently short 9 teachers. The majority is elementary: PE and classroom, and we also need a HS English and Spanish teacher. We will continue to work on this, and I am confident we will hire the best candidates available to teach our students.
2. Superintendent goals–Superintendent Martin is working on developing his 100-day plan, his goals, and areas of focus. I can assure you that the four pillars in our current 5-year plan are valid and worthy to pursue. I am looking forward to getting us grounded in our 5-year

- plan again, get us back on track with student attendance, student safety, student achievement, and increasing our graduation rate.
3. Jamboree preparation and meetings continue as we do all we can to facilitate the Jamboree on District grounds. This is an enormous undertaking, and what a great thing for the Sweet Home community. We will continue our partnership with the Jamboree and our commitment to the Community of Sweet Home.
  4. Summer work—For this portion, I will defer to Josh Darwood, who provided a video for the board to watch.

## **7. Consent Agenda**

- A. Approved minutes from the June 13, 2022 School Board Meeting
- B. Designated the Local Government Investment Pool and Key Bank as depositories for the District for 2022-2023 ORS 328.441 DG
- C. Designated Superintendent as Chief Administrative Officer, District Clerk and Hearings Officer for 2022-2023 BCD
- D. Designated Pauly Rogers as auditors of record for 2022-2023
- E. Designated The Hungerford Law Firm as attorney of record for 2022-2023 DJCA
- F. Authorized the use of facsimile signatures for the Superintendent and the Business Manager for 2022-2023 ORS 328.441, 328.445 DGA
- G. Authorized cooperative purchasing agreements with other local education agencies, county, state, and federal agencies for 2022-2023
- H. Approved resolution to expend Federal Forest Timber receipts received in 2022- 2023 on salaries in the General Fund
- I. Designated the Business Manager as the Deputy Clerk, custodian of funds and Budget Officer for 2022-2023 322.525 DH
- J. Designate Superintendent as the signature authority on all state and federal grants for 2022-2023
- K. Designated Brown & Brown as our Liability Insurance Agent of Record for 2022- 2023
- L. Authorized Business Manager & Superintendent to handle District funds for the 2022-2023 fiscal year
- M. Authorized Sweet Home School Board as the Local Public Contract Review Board ORS 279A.060
- N. Approved to extend the award for Food Products and Non-Food Supplies to Sysco for the 2022-2023 school year
- O. Approved hire of Amanda GaVett, Jr. High Assistant Principal effective August 1, 2022
- P. Approved hire of Deborah Suing, 5th/6th grade teacher at Oak Heights elementary for the 2022-2023 school year
- Q. Approved hire of Kate Virtue, 4th grade teacher at Foster Elementary for the 2022-2023 School year
- R. Approved hire of Summer Anderson, 2nd/3rd grade teacher at Hawthorne Elementary for the 2022-2023 school year
- S. Accepted resignation from Sarah Peterson, Science teacher at the Jr. High school effective June 30, 2022
- T. Approved Hire of Tamara White, Life Skills Coord/District Behavior Specialist for the District for the 2022-2023 school year
- U. Approved the Hire of Ryan Kildea, Science teacher at the Jr. High school for the 2022-2023 school year
- V. Approved hire of Alecia Gardner, .50 PE teacher at the Jr.High school for the 2022-2023 school year
- W. Accepted resignation from Mitch Robison, Behavior Specialist for the District effective immediately
- X. Approved resignation of Milli Horton, Nutrition Services Director effective June 30, 2022
- Y. Approved resignation of Colleen Henry, Director of Instructional Technology effective June 30, 2022

- Z. Approved hire of Marissa Ziemer, 3rd grade teacher at Foster Elementary for the 2022-23 School year
- AA. Approved hire of Jeffrey VanEpps, PALS teacher at Hawthorne Elementary School for the 2022-23 school year

***Motion No. 22-38: Board Member Jason Redick, moved to approve the revised consent agenda as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously.***

**7. Information/Discussion**

- A. Budget Update- Kevin Strong, Business Manager gave a report on the Budget and ESSER Funds. The Sweet Home School District's ending fund balance grew during the 2021-22 school year from 11.6 percent to 13.1 percent primarily due to spending less than what was budgeted. The District utilized federal Emergency Relief Funds and State Student Investment Account funds resulting in lower General Fund Expenditures. In addition, the District did not fill all of its open staff positions which resulted in general Fund savings. We have purchased technology; chrome books but funds must be spent on education loss due to COVID. Signing bonuses – bus drivers and classified. Certified will receive \$500.00 for returning in September.
- B. Facility Report: Josh Darwood shared a video of summer projects throughout the district in Superintendent report
- C. Board Policies first read
  - GA Personnel Policies Goals
  - GAA Personnel: Definitions
  - GAB Job Descriptions
  - GB General Personnel Policies
  - GBA Equal Employment Opportunity
  - GBA-AR Veterans' Preference
  - GBB Staff Involvement in Decision Making
  - GBC Staff Ethics
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  - GBD Board-Staff Communications
  - GBDA Expression of Milk in the Workplace
  - GBE Staff Health and Safety
  - GBEA Workplace Harassment
  - GBEA-AR Workplace Harassment Reporting and Procedure
  - Staff Protection GBEEA
  - GBEB Communicable Diseases – Staff
  - GBEB-AR Communicable Diseases – Staff
  - GBEBA Staff - HIV, AIDS, and HBV
  - GBEC Drug-Free Workplace
  - GBEC Drug-Free Workplace
  - GBED Medical Examinations and Drug Testing
  - GBEDA Drug and Alcohol Testing - Transportation Personnel
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  - GBG Staff Participation in Political Activities
  - GBH/JECAC Staff/Student/Parent Relations
  - GBHB Student Management
  - GBI Gifts and Solicitations
  - GBI-AR Internet-Based, Crowd Funding Solicitation
  - GBJ Weapons in Schools - Staff
  - GBK/JFCG/KGC Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
  - GBL Personnel Records

GBLA Disclosure of Information  
GBMA Staff Complaints GBM Whistleblower  
GBN/JBA Sexual Harassment  
GBN/JBA-AR(1) Sexual Harassment Complaint Procedure  
GBN/JBA-AR(2) Federal Law (Title IX) Sexual Harassment Complaint Procedure  
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GBNA-AR Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Procedures - Staff  
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GCBDA/GDBDAAR(3)(D) Military Family Leave  
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GCBDA/GDBDAAR(5) FMLA/OFLA Sample Designation Letter to Employee FMLA/OFLA  
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GCBDA/ GDBDA-AR(2) COVID-19 Related Leave 67  
GCBDB/GDBDB Early Return to Work  
GCBDB/GDBDBAR Early Return to Work  
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GCBDC/GDBDCAR Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave  
GCBDD/GDBDD Sick Time  
GCBDE/GDBDE Military Leave of Absence  
GCBF Break in Service  
GCC/GDC Staff Recruiting  
GCD Hiring of Licensed Staff  
GCDA/GDDA Criminal Records Checks and Fingerprinting  
GCDA/GDDA Criminal Records Checks and Fingerprinting  
GCEA Substitute Teacher Salaries  
GCEC/GDEC Job Sharing  
GCEC/GDEC-AR Licensed Staff/Classified Staff Job Share  
GCL Assignments and Transfers GCI/GDI Staff Development - Licensed  
GCL-AR(1) Staff Development GCL/GDL Staff Development - Licensed  
GCL-AR(2) Professional Development Plan.  
GCMA Teacher Grade Books and Lesson Plans  
GCN/GDN Evaluation of Staff  
GCPA Layoff - Licensed Staff  
GCPA-AR Layoff/Recall - Licensed Staff  
GCPB/GDPB Resignation of Staff  
GCPC/GDPC Retirement of Staff  
GCPD Suspension and Dismissal of Licensed Personnel  
GCPD Discipline and Dismissal of Licensed Staff  
GCPD-AR Discipline and Dismissal of Licensed Staff  
GCQA/GDQA Nonschool Employment

GCQAB Private Tutoring for Pay  
GCQB Research  
GCQBA Copyrights and Patents  
GCQC Exchange Teaching  
GD Classified Staff Positions  
GDA Instructional Assistants  
GDC Recruitment of Classified Staff  
GDCA Posting of Vacancies  
GDEA Substitute Classified Salaries  
GDIA Notice of Employment  
GDPD Suspension and Dismissal of Classified Personnel

**8. Action Items:**

- A. Designate the day, time and location for the official school board meetings Chairman  
Action for the 2022-2023 school year ORS-322-045BD/BDA

***Motion No. 22-39: Board Member Jason Van Eck, moved to approve keep the day time and location the same as 2022-2023. Board Member Dale Keene seconded the motion. The motion passed unanimously.***

- B. Approve Interim Superintendent Contract for Terry Martin effective July 1, 2022 - June 30, 2023

***Motion No. 22-40: Board Member Jason Van Eck, moved to approve Interim Superintendent Contract for Terry Martin effective July 1, 2022 - June 30, 2023. Board Member Mike Adams seconded the motion. The motion passed unanimously.***

**9. Board Comments:**

**10. Late Items -** No late items

**11. Future Agenda Items**

- A. Next Board Officers Meeting August 1, 2022 at 3:30 p.m. Superintendent's Office  
B. Next Board Meeting August 8, 2022 at 6:30 p.m. in DO Boardroom  
C. In-service - August 29, 2022 - more details to come

**12. Adjournment**

The meeting adjourned at 6:57 p.m.

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*Signature, Board Chairman*

Julie Emmert, Board Recording Secretary  
(This meeting was also recorded and saved supt/board/audio)



## Weight Room Surplus Equipment Sweet Home High School

### Weight Room inventory

- 4 half squat racks
- 5 adjustable benches
- 8 45lb Olympic bars
- 2 35lb Olympic Bars
- 1 55lb Olympic Bar
- 1 dip station
- 1 seated leg curl machine
- 1 seated leg extension machine
- 1 back extender/sit up machine
- 1 1/2 cable machine
- 3 Bench Press stands
- 3 EZ bars
- 1 hammer Curls bar
- 2 curved Olympic bars
- 7 medicine balls
- 2 45lb kettle bells
- 1 35lb kettle bell
- 26 Steel 45lb plates
- 6 Rubber 45lb plates
- 17 steel 35lb plates
- 10 rubber 35lb plates
- 22 steel 25lb plates
- 10 rubber 25lb plates
- 4 rubber 15lb plates
- 38 steel 10lb plates
- 12 rubber 10lb plates
- 68 steel 5lb plates
- 12 2&1/2lb steel plates
- 2 1&1/4lb steel plates
- 1 olypitical machine
- 1 rogue pull up bar
- 1 wooden box
- 2 100lb steel plates
- 4 rubberized steel 45lb plates
- 4 plate holders
- 4 steel plate holders
- 1 V-shape cable extension

SWEET HOME SCHOOL DISTRICT 55  
RECOMMENDATION TO HIRE

CANDIDATE NAME: Carolina Tavares

POSITION: Spanish Teacher

JOB #: SS-2223

DATE: 7/18/22

BUILDING: Sweet Home HS

ADMINISTRATOR: Ralph Brown

Does this candidate hold a current Oregon License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Does this candidate hold an Out-of-State License?	yes	<input checked="" type="checkbox"/>	no	<input type="checkbox"/>
Is this candidate in the process of obtaining an Oregon License?	yes	<input type="checkbox"/>	no	<input type="checkbox"/>

Type of Endorsement: Florida Teaching

Have three reference checks been completed?      yes       no

Effective Date: 8/29/2022

Other Information:

Office use only:	
Superintendent review date:	<u>[Signature]</u>
Board approval date:	<u>8/18/2022</u>

# SWEET HOME SCHOOL DISTRICT 55

5D

## RECOMMENDATION TO HIRE

CANDIDATE NAME: Joselyn Lawrence

POSITION: Mental Health Counselor Sweet Home HS

JOB #: 27-2223

DATE: 6/2/22

BUILDING: Sweet Home HS

ADMINISTRATOR: Ralph Brown

Does this candidate hold a current Oregon License?	yes	<input checked="" type="checkbox"/>	no	<input type="checkbox"/>
Does this candidate hold an Out-of-State License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Is this candidate in the process of obtaining an Oregon License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>

Type of Endorsement: Oregon mental Health

Have three reference checks been completed?      yes       no

Effective Date: 8/17/2022

Other Information:

Office use only:	
Superintendent review date:	<u>[Signature]</u>
Board approval date:	<u>8/18/2022</u>



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## Fwd: Letter of Resignation

1 message

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Luke Augsburger <luke.augsburger@sweethome.k12.or.us>  
To: Julie Emmert <julie.emmert@sweethome.k12.or.us>

Mon, Jul 18, 2022 at 8:56 AM

Begin forwarded message:

**From:** Brandi McMahand <brandi.mcmahand@sweethome.k12.or.us>  
**Date:** July 16, 2022 at 5:38:18 PM PDT  
**To:** Luke Augsburger <luke.augsburger@sweethome.k12.or.us>  
**Subject:** Letter of Resignation

Dear Luke Augsburger,

I am writing to inform you of my resignation as Special Education Teacher at Sweet Home School District effective immediately.

I have called Foster Elementary my home away from home for the last 10 years. It has been an honor to touch the lives of so many students and for them to touch my life the way they have. I will greatly miss the staff and your leadership. I thank you for the opportunity and trust to take over the Opportunity Room.

My husband and I are off to our new adventure in Snyder, Texas. I have accepted a position teaching 8th grade US History. We will definitely miss Sweet Home, but will be back to visit our daughters and friends.

Thank you again,  
Brandi McMahand

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Brandi McMahand  
Special Education Teacher/ Opportunity Room  
Foster Elementary  
Sweet Home School District  
541-367-7180

**SWEET HOME SCHOOL DISTRICT 55**

**RECOMMENDATION TO HIRE**

CANDIDATE NAME: Robyn Lindsey

POSITION: Special Ed BIS

JOB #: 25-2223

DATE: 7/25/2022

BUILDING: High School

ADMINISTRATOR: Ralph Brown

Does this candidate hold a current Oregon License?      yes       no

Does this candidate hold an Out-of-State License?      yes       no

Is this candidate in the process of obtaining an Oregon License?      yes       no

Type of Endorsement: Spec Ed Emergency

Have three reference checks been completed?      yes       no

Effective Date: 8/19/2022

Other Information:

Office use only:  
 Superintendent review date: *[Signature]*  
 Board approval date: 8/8/2022

**SWEET HOME SCHOOL DISTRICT 55**

**RECOMMENDATION TO HIRE**

CANDIDATE NAME: Taylor Stanley-Valdez

POSITION: Language Arts Temporary

JOB #: 42-2223

DATE: 7/28/2022

BUILDING: High School

ADMINISTRATOR: Ralph Brown

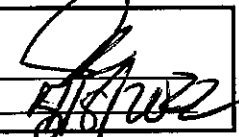
Does this candidate hold a current Oregon License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Does this candidate hold an Out-of-State License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Is this candidate in the process of obtaining an Oregon License?	yes	<input checked="" type="checkbox"/>	no	<input type="checkbox"/>

Type of Endorsement: Emergency

Have three reference checks been completed? yes  no

Effective Date: 8/29/2022

Other Information:

Office use only: Superintendent review date: _____ Board approval date: _____	
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SWEET HOME SCHOOL DISTRICT 55

RECOMMENDATION TO HIRE

CANDIDATE NAME: Melissa McDonald

POSITION: P.E. - Hawthorne (Temp)

JOB #: 6-2223

DATE: 7/27/22

BUILDING: Hawthorne

ADMINISTRATOR: D. Phillips

Does this candidate hold a current Oregon License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Does this candidate hold an Out-of-State License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Is this candidate in the process of obtaining an Oregon License?	yes	<input checked="" type="checkbox"/>	no	<input type="checkbox"/>

Type of Endorsement: Emergency

Have three reference checks been completed? yes  no

Effective Date: 22-23 School year

Other Information:

[Large empty rectangular box for additional information]

Office use only:	
Superintendent review date:	<u>[Signature]</u>
Board approval date:	<u>8/18/22</u>

**SWEET HOME SCHOOL DISTRICT 55**

**RECOMMENDATION TO HIRE**

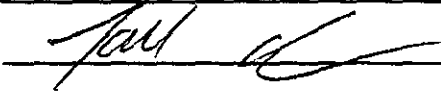
**CANDIDATE NAME:** Pamela McCoy

**POSITION:** 1st Grade Teacher / Oak Heights

**JOB #:** 40-2223

**DATE:** 7/28/2022

**BUILDING:** Oak Heights

**ADMINISTRATOR:** 

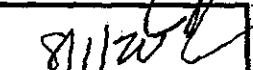
Does this candidate hold a current Oregon License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Does this candidate hold an Out-of-State License?	yes	<input checked="" type="checkbox"/>	no	<input type="checkbox"/>
Is this candidate in the process of obtaining an Oregon License?	yes	<input checked="" type="checkbox"/>	no	<input type="checkbox"/>

**Type of Endorsement:** Elementary Teaching

Have three reference checks been completed?      yes     no

**Effective Date:** 22-23 School Year

**Other Information:**

<b>Office use only:</b>	
Superintendent review date:	<u></u>
Board approval date:	<u>8/8/22</u>





## MEMORANDUM

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**To:** Board of Directors

**From:** Josh Darwood  
Kevin Strong

**Subject:** Request to Use Federal ESSER Funds to Update HVAC Units and Controls District-Wide and to Complete Design Development Work at Oak Heights Elementary School

**Date:** August 1, 2022

In order to use federal ESSER (Elementary and Secondary School Emergency Relief) funds on capital projects, the Oregon Department of Education first requires approval from the School Board.

We would like to request the Board's approval for the following two projects.

1. Use federal ESSER funds to update HVAC controls, add new HVAC units, and retrofit older equipment to work with current HVAC controls allowing full control over the units including outside air economizers to improve indoor air quality.

Work will be done at all six schools. The total cost is expected to be approximately \$250,000.

2. Use federal ESSER funds to complete design development work at Oak Heights Elementary School allowing for more efficient use of the school's space including a cafeteria area that is separate from the gym area. The total cost is expected to be approximately \$75,000.