



**SCHOOL BOARD MEETING AGENDA \*\*\*\*\*REVISION**

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

October 10, 2022, 6:30 p.m.

1. Call the meeting to order/pledge M. Reynolds Action
2. ESPY Awards
3. Agenda approval/changes M. Reynolds Action
4. Public Comments Information
5. Student & Personnel Reports/Comments
  - A. Certified & Classified Representatives Presidents
  - B. Student Report HS Student Leadership Team
  - C. Superintendent's Report T. Martin Information
    - 1. Enrollment
    - 2. Attendance
    - 3. Teaching and Learning Update B. Riggs
    - 4. Strategic Plan Progress
      - a. Pillar 1 - OUTSTANDING ACHIEVEMENT
      - b. Pillar 2 - THRIVING CITIZEN
      - c. Pillar 3 - THRIVING COMMUNITY
      - d. Pillar 4 - SAFE AND WELCOMING FACILITIES AND SERVICE
6. Consent Agenda M. Reynolds ALL Action
  - A. Approve minutes from the September 12, 2022 School Board Meeting
  - B. Declare as surplus from the High School: Motors: 3.8 L Buick, 3.7 L Chrysler, 01-05 D17A1 Honda Civic Motor, 5.7 L Chevy 350, 1.5L Toyota, Nissan 353 401. Nissan 710 264, 2.0 L Chrysler, V6 Ford 77-80, Chevy 250 (1966-1984), Chevy 230 1250 (1964-1976), Chevy 250 (1975-1976)
  - C. Declare as surplus from the High School Band Room: Miscellaneous chairs, tables, desks; Ludwig drum parts (two kick drum shells, several tom shells, two high hat stands, snare drum shell, and misc. part); Miscellaneous old sound gear - 1- old SUNN "Concert Controller 1", 1- old JBL guitar amp, 1- Yamaha Speaker, 2- Yorkville speakers "Performance Series", 2- Cerwin-Vega monitor wedges "SM-1, 1- SHURE "Vocal Master" model "VA-302-C", 2- Tall SHURE speakers that were part of a kit with the SHURE Vocal Master, 1- Mantray 15" loudspeaker, 1- Fender Sidekick model "108 BASS" speaker, 32 Light Fixtures
  - D. Approve hire of Marissa Russell, Temporary 5th Grade Teacher at Foster Elementary for the 2022-2023 school year
  - E. Accept resignation from Abigail O'Neil Burns, 5th grade teacher at Foster Elementary effective immediately
7. Information/Discussion ALL Information
  - A. Budget Update K. Strong
  - B. Property Tax Information K. Strong
  - C. Contract with GLAS Architects For Design Development Work-OH K. Strong
  - D. Oregon Jamboree Update K. Strong
  - E. Maintenance Update J. Darwood
  - F. Division 22 Standards B. Riggs
  - G. Board Policies 1st Read
    - IBA - Academic Freedom
    - IBDJA - Home Schooling
    - IC/ICA - School Year/School

ID - School Day  
IE - Organization of Instruction  
IF- Curriculum Development  
IFA - Instructional Research  
IFA/IFB - Curriculum Research/Pilot Projects  
IFA/IFB-AR - Instructional Research  
IFCA - 21st Century Schools Councils  
IFD - Curriculum Adoption  
IFE - Curriculum Guides and Course Outlines  
IG - Curriculum Design  
IGAC - Religion and Schools  
IGADA - Work Experience/Release  
IGAE - Health Education  
IGAEEA- -HIV, AIDS, HBV and HCV Health Education  
IGAEB - Drug, Alcohol and Tobacco Prevention, Health Education  
IGAEC - Anabolic Steroids and Performance-Enhancing Substances  
IGAI - Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education  
IGAM - Distance Learning  
IGBA - Students with Disabilities -- Child Identification Procedures  
IGBA-AR - Students with Disabilities -- Child Identification Procedures  
IGBAB - Records of Students with Disabilities  
IGBAB-AR - Confidentiality - Education Records of Students with Disabilities  
IGBAGB/JO - Education Records/Records of Students with Disabilities  
IGBAB/JO-AR Education Records/Records of Students with Disabilities Management  
IGBAC - Special Education - Personnel  
IGBAE - Special Education - Participation in Regular Education Programs  
IGBAE-AR - Special Education - Participation in Regular Education Programs  
IGBAF - Special Education - Individualized Education Program (IEP)  
IGBAF-AR - Special Education - Individualized Education Program (IEP)  
IGBAG - Special Education - Procedural Safeguards  
IGBAG-AR - Special Education - Procedural Safeguards  
IGBAH - Special Education - Evaluation Procedures  
IGAH-AR - Special Education - Evaluation and Eligibility Procedures  
IGBAI - Special Education - Private Schools  
IGBAI-AR - Special Education - Private Schools  
IGBAJ - Special Education - Free Appropriate Public Education (FAPE)  
IGBAJ-AR - Special Education - Free Appropriate Public Education (FAPE)  
IGBAK - Special Education - Public Availability of State Application  
IGBAL - Special Education - Services for Home-Schooled Students with Disabilities  
IGBAL-AR - Special Education - Services for Home-Schooled Students with Disabilities  
IGBB - Talented and Gifted Program  
IGBB-AR - Talented and Gifted Program Appeal Form  
IGBBA - Identification - Talented and Gifted  
IGBBC - Programs and Services - Talented and Gifted  
IGBC - Title I/Parental Involvement/Comparability Compliance  
IGBC-AR - Title I/Parental Involvement Process for Annual Review of Parent Involvement  
IGBG - Homebound Instruction  
IGBHA-AR(1) -Alternative Education Notification  
IGBHA-AR(2) - Alternative Education Notification  
IGBHA-AR(3) - Evaluation of Alternative Education Programs  
IGBHA-AR(4) - Evaluation of Alternative Education Programs - District Summary  
IGBHB - Establishment of Alternative Education Programs  
IGBHB-AR - Establishment of an Alternative Education Program  
IGBHD - Program Exemptions  
IGC - Extended Instructional Programs  
IGCD - Advanced College Placement  
IGCG - Service Learning  
IGD - Cocurricular/Extracurricular Activities  
IGD-AR - Academic Requirements for Participation in Cocurricular Activities  
IGDA - Student Organizations  
IGDA-AR - Student Organizations  
IGDB - Student Publications  
IGDB-AR - Student Publications

IGDBA - Student Photographs  
 IGDD - Student Performances  
 IGDF - Student Fund-Raising Activities  
 IGDG - Student Activity Funds  
 IGDH -Contests for Students  
 IGDJ - Interscholastic Activities  
 IGE - Adult Education Programs  
 IH - Instructional Arrangements/Grouping for Instruction  
 IHGA - Alternative Instructional Programs  
 IHGA - Instructional Resources/Instructional Materials  
 IIA- AR - Instructional Materials Selection  
 IIA-AR (1) - Instructional Materials/Program Adoption Procedure  
 IIA-AR (2) - Challenge Request for Instructional Materials  
 IIABB - Use of Feature Films/Videos  
 IIABB-AR (1) - Film/Video Parent Permission Form  
 IIABB – AR (2) - Administrative Film Review Form  
 IIAD - Special Interest Materials  
 IIBD - District Libraries  
 IIBE - Instructional Television  
 IIBGA - Electronic Communications System  
 IIBGA-AR -Electronic Communications System  
 IIBGB - Web Policy  
 IIBGC – AR - Student Information Opt-Out  
 IICA - Field Trips and Special Events  
 IICB - Community Resource Persons  
 IICC – Volunteers  
 IJ - School Counseling Program  
 IJ – AR - Child Development Specialist Program  
 IK - Academic Achievement  
 IKA - Grading and Reporting System  
 IKA - Final Exams  
 IKAB - Student Progress Reports to Parents  
 IKAD - Grade Reduction/Credit Denial  
 IKB - Homework  
 IKE - Promotion and Retention of Students  
 IKF - Graduation Requirements  
 IFKA - Early Graduation  
 IKFB - Graduation Exercises  
 IKFC - Baccalaureate Services  
 IKFD - High School Diplomas  
 IKGA-AR - District Standards  
 IKH - Credit for Proficiency  
 IKI - Academic Integrity  
 IL - Assessment Program  
 IM - Instructional Program Renewal  
 IMB - Student Achievement Program  
 INC - Controversial Speakers  
 INDB - Flag Displays and Salutes  
 ING - Animals in District Facilities  
 ING-AR - Animals in District Facilities  
 INI - Animal Dissection

**H. UPDATE: Oregon Jamboree Music and Brews Festival Request**

8. Action Items	M. Reynolds	Action
A. Approve ELL Curriculum Adopton Postponement		
B. Appoint Henry Blomberg to the Budget Committee, Position #7 At Large		
C. Approve Division 22 Standards		
D. Request for Exemption from Competitive Bidding Utilizing Sole Source Procurement		
E. Approve Seismic Rehabilitation Grant		

9. Board Comments

Information

10. Late Items

11. Future Agenda Items

M. Reynolds ALL Information

- A. Next Board Officers Meeting November 7, 2022 at 3:30 p.m. Superintendent's Office
- B. OSBA's 2022 Annual Convention, November 11-13, 2022, Portland Marriott Downtown Waterfront Hotel
- C. Next Board Meeting November 14, 2022 at 6:30 p.m. in DO Boardroom

12. Adjournment

M. Reynolds

Action



## MEMORANDUM

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**To:** Board of Directors  
**From:** Kevin Strong  
**Subject:** 2023 Music and Brews Festival  
**Date:** October 10, 2022

The Oregon Jamboree has asked for permission to host a music and brews festival at the school district owned parking lot north of the high school on April 15 and 16, 2023.

Board policies KGB and KG-AR currently prohibit alcohol on district property. To allow the event, these policies would have to be modified. We would appreciate direction from the Board to see if a policy change should be considered.

Springfield is the only Oregon school district we are aware of with a Board policy that allows limited alcohol consumption on school property. The Springfield Drifters baseball team helped pay for a new baseball stadium near Hamlin Middle School. As part of the agreement, the Drifters asked for permission to serve alcohol at games. Springfield modified its Board policy and also developed an alcohol use agreement.

Copies of Sweet Home Board policies KGB and KG-AR are attached along with a copy of Springfield's policy KG and its alcohol use agreement.

We have reached out to our insurance company. While they have concerns with allowing alcohol on District property, they will support what the Board decides.

Again, we would appreciate direction from the Board to see if a policy change should be considered.



Code: **KGB**  
Adopted: 5/9/88  
Readopted: 3/8/99, 9/13/04, 9/11/06  
Orig. Code(s): BP 9220

### **Public Conduct on District Property**

No person on district property will:

1. Injure or threaten to injure another;
2. Damage the property of another or of the district;
3. Initiate or circulate a report, one knows to be false, concerning an alleged hazardous substance, impending fire, explosion, catastrophe or other emergency that will take place in or upon a school;
4. Violate parking regulations;
5. Drive a vehicle in an unsafe manner;
6. Conduct himself/herself in such a manner as to impede, delay or otherwise interfere with the orderly conduct of the educational program of the district or any other activity taking place on school property which has been authorized by the Board, superintendent, building principal or other authorized administrator;
7. Enter any portion of school premises at any time for purposes other than those which are lawful and authorized by the Board;
8. Possess an unauthorized loaded or unloaded firearm or any other instrument used as a dangerous or deadly weapon as defined in law and Board policy;
- 9. Consume, sell, give or deliver alcoholic beverages or controlled chemical substances;
10. People under the age of 18 shall not use or possess tobacco products in other than a designated smoking area.
11. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership or affiliation in any gang. Use speech or commit any act or omission in furtherance of the interests of any gang or gang activity. A "gang" is defined as a group that identifies itself through the use of a name, unique appearance or language including hand signs, claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity;
12. Willfully violate other rules and regulations adopted by the Board designed to maintain public order on school property.

Persons having no legitimate purpose or business on district property or violating or threatening to violate the above rules may be referred to law enforcement officials.

END OF POLICY

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Legal Reference(s):

ORS 161.015  
ORS 164.245  
ORS 164.255

ORS 166.025  
ORS 166.155 - 166.165  
ORS 166.210 - 166.370

ORS 336.109  
ORS 806.060 - 806.080  
OAR 584-020-0040 (4)(e),(g)

Gun-Free Schools Act of 1994, 20 U.S.C. Section 8921.

Pro-Children Act of 1994, 20 U.S.C. Sections 6081-6084.

Gun-Free School Zones Act of 1990, 18 U.S.C. Sections 921(a) (25), (26) and 922(q); as amended by P.L. 104-208, Section 101(f) (1996) and P.L. 103-322, Section 320904 (1994).

Cross Reference(s):

ECAB - Vandalism/Malicious Mischief/Theft  
ECD - Traffic and Parking Controls  
JFCEA - Secret Societies – Gangs  
KGC - Smoking on District Premises by Public



Code: **KG-AR**  
Adopted: 3/12/90  
Readopted: 3/8/99, 4/14/03, 10/13/03, 9/10/12  
Orig. Code: AR 9200

## APPLICATION AND FEES FOR USE OF DISTRICT FACILITIES (new fee schedule effective as of September 1, 2003)

### Priority for Use of District Facilities

Groups using facilities will be classified as follows, with priority for use in the order listed. The school principal will determine the classification of the applicant, and fees to be assessed.

- Class I
1. School/District sponsored activities for students.
  2. School/District sponsored activities for parents.
  3. School Parent Organizations' sponsored activities.
  4. District related activities.
  5. Governmental related organizations conducting official business.
  6. Youth serving organizations for the purpose of conducting youth activities.
- Class II Non-profit groups
- Class III Profit Groups

### Regulations Governing Use of District Facilities

- • There will be no drinking of intoxicating liquors in the buildings or on the premises.
- No building will be opened to community usage without the presence of a school custodian or other authorized school employee unless previous arrangements with the building principal have been made. All school employees who supervise facility use at a time other than their regular working hours will be paid by the district and the district will be reimbursed by the user.
  - Equipment and furniture such as projectors, public address systems, pianos, spotlights, etc., shall be used and moved only with the approval of the building principal. A charge may be imposed if serviced and operated by school personnel.
  - Application for building use will be received at the building no later than seven days prior to use.
  - Any organization sponsoring the use of the buildings or grounds shall provide a supervisor without cost to the district for the entire time they are in use and shall assume full liability for any accidents to person or property that may occur upon the grounds or in the buildings during the time school grounds or buildings are in use under its supervision.
  - Decorations will be flameproof and will not be fastened by nails or screws to any part of the building without permission of the building principal.
  - A charge will be imposed for any additional cleaning or maintenance occurring from the sponsoring organization's use.
  - The use of buildings or other property of the district shall not be granted to any organization or to any individual listed as subversive by the Attorney General of the United States.
  - Additional regulations governing the use of the buildings or grounds may be required by the building principal, subject to the approval of the superintendent.

### Special Facilities and Equipment

The use of district facilities will be under the cognizance of a school employee designated by the principal.

- Gymnasium  
School gymnasiums may be used for purposes and activities appropriate to the facility. Appropriate gym shoes are required.
- Cafeteria  
Kitchen facilities may be used only under supervision of a regularly employed cafeteria worker or appropriate school employee.

Groups using the kitchen and cafeteria facilities for dinners or banquets will be charged a rental fee for use of the kitchen, labor expenses of cafeteria and custodial personnel, rental fee for use of the cafeteria and the cost of the food and supplies used.

#### Administration

- Applications for use of district facilities will be submitted to the school principal on application forms provided by the district. The applications must be signed by an adult who will be responsible for the care of the facility. Applications must be submitted to the building principal at least seven days prior to use.
- No group will be admitted into the building before an adult supervisor arrives who is responsible for the use and care of the facility.
- The school principal's responsibilities are:
  - ✓ To determine the proper category of the applicant;
  - ✓ To ascertain that the applicant will fit into the building use calendar and district policy;
  - ✓ To determine that the proposed activity will not interrupt the school program;
  - ✓ To determine that the proposed activity will not be harmful to the facility.
- The school principal will forward the application and appropriate recommendations, including fee assessment, if any, to the business office.
- The business office will be responsible for collecting appropriate charges.
- Fees for building use will be determined annually by the business manager.
- Exceptions to the above policy, procedures and fees may be adjusted at the discretion of the superintendent.

#### **FEE SCHEDULE FOR SCHOOL FACILITY USE**

- During regular hours of school operation, 8:00 a.m. – 10:00 p.m. Monday through Friday during the school year and 8:00 a.m. – 4:00 p.m. Monday through Friday during the summer. Cafeteria regular hours are 8:00 a.m. – 2:30 p.m. Monday through Friday during the school year.

CLASS	CUSTODIAL LABOR	CAFETERIA LABOR	GYM	CLASSROOM	MULTI- PURPOSE	KITCHEN	AUDITORIUM
I	0	0	0	0	0	0	0
II	\$20.00/hr	\$17.00/hr	\$5.00/hr	\$3.00/hr	\$5.00/hr	\$10.00/hr	\$20.00/hr
III	\$20.00/hr	\$17.00/hr	\$20.00/hr	\$10.00/hr	\$20.00/hr	\$30.00/hr	\$40.00/hr

- ❖ Labor charge applies to use for employee(s), if required. If not during regular working hours, rate will be calculated at time and one-half.
- ❖ Fees may be assessed for the use of chairs and/or tables.



SWEET HOME SCHOOL DISTRICT NO. 55  
**APPLICATION FOR USE OF DISTRICT FACILITY**

**◆ TO BE COMPLETED BY APPLICANT ◆**

Applicant - organization or individual _____		Date of application _____
Name of school or facility desired _____		Room/Area to be used _____
Activity is: One time only _____ Semi-Weekly _____ Weekly _____ Semi-Monthly _____ Monthly _____		
Time: _____ am/pm to _____ am/pm	Day of week: _____	Date: _____ (if one time only)
(circle one) (circle one)		
If weekly or monthly, specify - Date starts: _____ Date ends: _____		
Describe activity: _____		
Is activity revenue generating? _____ Admission charge or fee: _____		
Equipment needed: _____		
Adult supervisor in charge of the activity at the district facility will be: _____		

Name _____	Address _____	Phone _____
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In consideration of the district's granting the permission above requested, the applicant hereby binds itself to the terms and conditions printed on the bottom half of this application. Signature necessary at bottom of page. Read before signing.

**◆ TO BE COMPLETED BY PRINCIPAL ◆**

Will the facility be used on regular school day? \_\_\_\_\_

If not, can arrangements be made for an appropriate school employee to supervise the use of the facility? \_\_\_\_\_

I have examined the application and, in accordance with district policy, recommend that the application be:

APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_ Remarks: \_\_\_\_\_

Estimated charges: \_\_\_\_\_ Base charge: \_\_\_\_\_ Cafeteria labor: \_\_\_\_\_ Stage equipment: \_\_\_\_\_

Custodial labor: \_\_\_\_\_ Building use charge: \_\_\_\_\_ Kitchen use: \_\_\_\_\_ Food supplies: \_\_\_\_\_

Special instructions: \_\_\_\_\_

Signature – Building Principal or Supervisor \_\_\_\_\_

**◆ FACILITY USAGE TERMS AND CONDITIONS ◆**

In consideration of the district's granting permission to applicant to use its school facility as requested on this page, applicant hereby binds itself to the following terms and conditions:

1. Applicant shall be solely responsible for loss or damage to property or injury or death of any person or persons arising out of or connected in any way with the use of district facilities by the applicant;
2. Applicant accepts the facilities, including the premises and equipment, in the condition then existing, and expressly releases the district, its directors, officers, agents, employees and representatives, from any and all claims, damage, loss, expense and causes of action or causes of suit, arising out of or resulting from the use of the facilities by the applicant;
3. Applicant shall pay the usual fees and charges applicable to such use as established by the district;
4. Applicant shall reimburse the district for all damages to the premises or property resulting from such use other than ordinary wear and depreciation as determined by the building principal;
5. Applicant agrees to conform to all rules and regulations of the district, a copy of which has been received by applicant;
6. Applicant shall provide adequate supervision and shall be responsible for any improper conduct of the audience, both individually and collectively, while on district premises or utilizing district facilities;
7. Applicant agrees that the use of the facilities and this permit shall be revocable by the district at any time at the option of the district;
8. The following conditions apply only on non-school district sponsored events:

Applicant hereby agrees to indemnify and hold harmless the district, its directors, officers, agents, employees and representatives, from and against any and all claims, loss, damage, expense, injury or death and from all causes of action or causes of suit, and from all costs and expenses, including attorneys' fees, connected therewith, arising out of or connected directly or indirectly with the use of the facility by the applicant, however and wherever cause, and whether or not caused by any negligence on the part of the district or the condition of the premises or facility.

**➔ ◆ ALCOHOL, TOBACCO & DRUGS ARE PROHIBITED ON DISTRICT PROPERTY ◆**

Name of applicant: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Signature - Applicant: \_\_\_\_\_

copies: Participant, School, Business Office

# Springfield School District 19

Code: KG  
Adopted: 10/22/07  
Revised/Readopted: 11/09/20  
Orig. Code: KG

## Community Use of District Facilities

Community groups will be permitted and encouraged to use district facilities when such uses do not interfere with school programs. In general, activities involving district students will be given priority.

The use of alcohol, tobacco, inhalant delivery systems, illicit drugs, marijuana, or narcotics is prohibited on school property. The use of alcohol is prohibited except when specifically authorized by the superintendent in writing (Contact the superintendent's office for procedures).

### Eligible Organizations

The following priorities are established for the purpose of determining use, rental charges, and other fees:

1. District Use: Use by organizations directly connected to the district for purposes that directly affect students or the educational program. Such events must be open to the general public with no admission charged or contributions taken.
2. Recreational and Educational Programs Involving Students: Non-profit or community sponsored organizations may use the facilities provided no admission is charged or contributions collected to produce profit for the organization or any individual.

Facility use rental charges will be assessed for activities where fees or admission charges resulting in profit for the organization or any individual are required.

3. Adult and Non-student Programs: All business, social, church or commercial organizations which use school buildings will be charged rental fees based on the above profit or non-profit status of activities.

### Use of District Facilities for Private Gain:

The use of district buildings and other facilities by any organization operating for private gain, or any purpose involving private gain, will be permitted only upon payment of fees determined by the district.

Use of district facilities by district employees for private gain will be discouraged, however, employees requesting such use will pay fees as determined by the district.

### Rental Charges and Approval of Use

The superintendent or designee will be responsible for developing administrative regulations for facilities use that will include fees, charges, rental equipment schedules and the process for application.

All district facility rentals will be approved by the superintendent or designee.

**Requirement for Insurance Coverage:**

The district requires users of facilities to provide evidence of adequate insurance coverage appropriate for the proposed activity.

END OF POLICY

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**Legal Reference(s):**

ORS Chapter 244  
ORS 260.432

ORS 332.107  
ORS 332.172

**Cross Reference(s):**

EDC/KGF - Authorized Use of District Equipment and Materials  
KGF/EDC - Authorized Use of District Equipment and Materials  
KK - Visitors to District Facilities



**Springfield School District Maintenance Office / 1890 N. 42<sup>nd</sup> St., Springfield OR 97477  
541-744-6375 / springfield@k12.or.us**

**Springfield School District #19  
Alcohol Use Request Form**

Alcohol Procedures

Any applicant completing this form with the intent of serving and/or selling alcohol (beer, wine and champagne) must comply with following procedures and the laws and regulations. Such laws and regulations are set forth by the State of Oregon, Liquor Control Commission (OLCC), City of Springfield, Lane County and Springfield School District.

1. All applicable local and state regulations pertaining to the use and consumption of alcohol shall apply.
2. All applicants must be 21 years of age.
3. No one under 21 years of age may consume alcoholic beverages on the premises.
4. The consumption of alcohol may occur only in designated areas.
5. Food must be served with alcoholic beverages.
6. Non-alcoholic beverages must be available.
7. The presence of security personnel, at applicant's cost, may be required designated by Springfield School District.
8. Alcoholic beverages can only be served for four hours and those hours must be stated on the application.
9. Applicant shall ensure visibly intoxicated individuals are not served alcohol and shall be responsible for intoxicated individuals.
10. Applicant will be held responsible for all damages to the facility incurred during the function.
11. Approval of this permit allows; use of alcohol (beer, wine, champagne) at the park shelter listed above. Hard liquor is not allowed.
12. Springfield School District reserves the right to monitor, intervene, and/or terminate the event at any time.

Applicant's Acceptance

1. I understand that under Oregon laws, severe liability may result from the serving and/or sale of alcoholic beverages.
2. If you will be serving alcohol, you will need to submit a \$2,000,000 Property Damage and Liability insurance certificate naming Springfield School District as an additional party and that the coverage is for host liquor. The certificate should state that the renter agrees to indemnify, defend and hold harmless Springfield School District, its elected officials, officers, agents, and/or employees from any claims resulting from the serving and/or sale of alcohol beverages during the function on \_\_\_\_\_ date at Springfield School

District and/or Sky Camp. This certificate should be returned to Springfield School District Rental Coordinator by the following date\_\_\_\_\_.

3. I agree, by signing this application, to contact the following:  
( I )The Oregon Liquor Control Commission (OLCC) for their determination regarding the requirement of an OLCC Special Event, and ( II )The City of Springfield Development Services for their determination regarding the Requirement of the City of Springfield special event license, and to secure any special permit as required by the two agencies.
4. I agree, by signing this application, to familiarize myself and comply with all State, City or Lane County laws and the regulations of the OLCC, relating to the serving and/or sale of alcohol beverages.

**Applicant Full Name**\_\_\_\_\_

**Applicant Signature**\_\_\_\_\_ **Date**\_\_\_\_\_

**Rental#**\_\_\_\_\_

**Springfield School District #19**

Approval: \_\_\_\_\_Yes

\_\_\_\_\_No

\_\_\_\_\_  
Todd Hamilton, Superintendent

\_\_\_\_\_  
Date

# ESPY AWARD WINNERS



October 10, 2022

Kolton Wolfe	12	High School
Trinity Victor	9	High School
Kalissa Ellis	8	Jr. High
Caleb Thomas	7	Jr. High
Ryder Farris	6	Foster
Autumn Spellman	6	Foster
Keil Walnum	3	Hawthorne
Lawson Banks	1	Hawthorne
Mason Rosales	6	Holley
Brody Carr	3	Oak Heights
Jackson Sands	4	Oak Heights
Noelle Castaneda	KG	Charter
Adam Nelson	KG	Charter

**SWEET HOME SCHOOL DISTRICT ENROLLMENT  
AS OF 9/30/2022**

	<i>K</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>	<b>9/30/2022</b>	9/30/2021	9/30/2020	9/30/2019
<b>FO</b>	48	53	41	44	48	51	54							<b>339</b>	325	312	330
<b>HW</b>	54	45	37	53	29	47	47							<b>312</b>	279	301	355
<b>HO</b>	23	22	19	29	21	30	26							<b>170</b>	139	135	146
<b>OH</b>	36	50	39	48	51	45	48							<b>317</b>	302	227	286
<b>CH</b>	20	21	18	22	21	20	16							<b>138</b>	134	133	142
<b>JH</b>								204	175					<b>379</b>	353	335	372
<b>HS</b>										193	175	181	137	<b>686</b>	717	669	690
<b>Grade</b>	<i>K</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>				
<b>TOTAL</b>	<b>181</b>	<b>191</b>	<b>154</b>	<b>196</b>	<b>170</b>	<b>193</b>	<b>191</b>	<b>204</b>	<b>175</b>	<b>193</b>	<b>175</b>	<b>181</b>	<b>137</b>	<b>2341</b>	2249	2112	2321

Board Chairman Mike Reynolds called the **regular meeting** of the board of Directors of Sweet Home School District No. 55 to order at 6:30 p.m. on September 12, 2022.

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**Board Members in Attendance**

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

**Staff Members in Attendance**

Superintendent: Terry Martin; Administrators: Kevin Strong, Barbi Riggs, Thad Holub, Debbie Philips, Luke Augsburg, Todd Barrett, Josh Dargis, Mark Looney, Ralph Brown, Aaron Huff, Darel Bidwell, Josh Darwood  
Certified: none; Classified: Michelle Bidwell, Velma Canfield; Board Recording Secretary: Julie Emmert

**Other Attendance:** Benny, New Era, Nathan Rehart, Linda Cutright, John Murrell

**1. Call the meeting to order/pledge****2. Agenda Approval/Changes**

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

***Motion No. 22-44: Board Member Jim Gourley moved to approve the agenda as presented. Board Member Debra Brown seconded the motion. The motion passed unanimously***

**3. Public Comments:** John Murrell - Curriculum, Library - shop**4. Student & Personnel Reports/Comments**

- A. Certified & Classified Representatives: Velma Canfield shared that the school year started a bit rocky but has gotten much better, things feel normal again.

Student High School Representative -Max Klump, Brooke Burke gave a report on sports and school happenings- The first school dance was awesome. All students and staff handled the power outage situation very well. Cheer raised \$4,000 dollars and all sport teams did great during the power outage. Raised up and own it! That is their new motto at the High School.

- B. Superintendent's Report:

Emergency operations from the weekend. When Pacific Power notified us of a Public Safety Power Shutdown, the district leadership team began walking through our protocols for student safety. The city invited us to join their Incident Command meetings, so Kevin Strong and the Superintendent joined them.

The School District worked hand and hand with the city on a multitude of issues from placement of the cooling station to working to ensure emergency vehicles had adequate fuel resources with the pending power outage. Josh Darwood and district electricians set up a generator on our transportation pumps and worked with SHFD Chief Nick Tyler on getting emergency vehicle access to the fuel. In our first meeting at City Hall SHPD Chief Jeff Lynn ran the meeting. It was a roundtable discussion and planning, and set up meetings for the following Thursday, Friday, and Saturday.

It was nice to have the City, Police Dept, Fire Dept., and school district all working on the same page together. Closing school, which was ultimately what we had to do with the specific circumstances we had, is not taken lightly. Lagea Hull, outgoing Public Information Officer

for the city stated in her final comments at the meeting how nice it was to have the City and School District working hand in hand. This is how it should be, and I'm happy to report this is how it was. **6A**

Another good piece to come out of this was not a single student showed up to any building at opening time, so our messaging worked and people received the information.

**1. Opening Operations:** We have all foundational systems and programs in place in alignment with our strategic plan. Our Transportation Department reports they are driving students 900 miles per day currently, and our Nutritional Services department has provided 1,486 meals per day (breakfast and lunch combined) last week.

**2. Enrollment Update:**

**ENROLLMENT 9/12/2022**

2022		2021	
Grade	Current	Grade	Current
ALL	2340	ALL	2131
KG	171	KG	182
1	192	1	124
2	153	2	156
3	196	3	129
4	170	4	144
5	195	5	164
6	189	6	165
7	205	7	176
8	178	8	180
9	197	9	176
10	175	10	195
11	183	11	150
12	136	12	190

**Strategic Plan Progress (handout)**

**Pillar 1-Outstanding Achievement:** Superintendent Martin is very pleased our instructional teams have reviewed student performance indicators from last year (assessments, graduation rate, freshman on track, growth scores). Our teams have reviewed our Strategic Plan (handout) and have refined our Professional Learning Community, and RTI processes. We are ready for the year for continuous academic achievement.

Our PLC Wednesdays are being held sacred this year for the teams to work on student performance issues, and we have scheduled time monthly for vertical alignment (what are the higher/lower grades doing) and also time for grade band discussions (2nd grade staff meet together, 3rd grade together, etc.) Building staff have been given the opportunity to select areas of focus for their Danielson Framework system to focus on areas of teacher performance as part of the evaluation process. In addition, our classified staff will be receiving focused training this year through our Teaching and Learning Department on Wednesdays to help them be even more effective in helping our students learn. This has been identified district wide as a critical need from our staff, so we are stepping up and answering the call.

**Pillar Two: Thriving Citizen–School reports regarding the start of the school year:** All Administrators gave a school report on how the start up is going.

6A

**Pillar Three: Thriving Community:** Holley Elementary and Hawthorne Elementary had wonderful Open Houses on September 1, Superintendent Martin was able to stop into both, and was impressed with the staff and Parent Teacher Councils at each school. The Holley Hawk mascot was visiting students, and a highlight at Holley was the “Plinko for Ice Cream” game families were encouraged to play. Foster Elementary and Sweet Home Junior High held their open houses on 9/2, and as of this writing Oak Heights is planned for September 15, 2022. The HS is working on theirs.

Something new and exciting this year that is starting up in cooperation with the Sweet Home Police Department is inviting our Law Enforcement Officers (LEOs) into our buildings to have lunch in our cafeterias during their shift when they are on duty and in uniform. This is a great opportunity for our students to interact in a positive way with LEO’s in a non-threatening setting and get a chance to get to know them as individuals.

**Pillar Four: Safe and welcoming facilities and services:** As noted previously we have upgraded our safety vestibules at all elementary schools and the middle school. We have increased both the number and quality of our cameras throughout the district, as well. We are using key cards for building access across the district, and they are easy to use and can be turned on or off in a minute. We are in the process of updating our school radios to increase our emergency preparedness around communication and student safety.

In technology, new touch screen one to one laptops are being deployed across the district. In addition, brand new short throw smart boards continue to be installed across the district as they arrive, with the latest installations (to my knowledge) happening at Hawthorne Elementary the very week prior to school start up. Teachers had their boards on during open house (Aug. 31) with important information being shared with families on their first day of installation.

### **Policies:**

We are nearing completion of our comprehensive review of our policies, and all policies are being listed whether there are changes or not per Board request.

Finally--to end his report, Superintendent Martin felt he would be remiss if he didn’t state for all to hear what an incredible honor it is to lead such a wonderful district. Our people make the difference. We have an incredibly caring and professional staff, all the way through. We have good people here, and that is part of what makes Sweet Home a great place for our students.

### **5. Consent Agenda**

- A. Approved minutes from the August 8, 2022 School Board Meeting
- B. Approved hire of Jesse Fipps, 2nd grade teacher at Oak Heights for the 2022-2023 school year
- C. Approved hire of Michelle Bradley, Temporary PE Teacher at Oak Heights for the 2022-2023 school year
- D. Approved hire of Haley May, Counselor at the High School for the 2022-2023 school year
- E. Approved hire of Kirsten Marin, Temporary Kindergarten teacher at Oak Heights for the 2022-2023 school year
- F. Approved hire of John Mithen .50 PE teacher at Holley Elementary for the 2022-2023 school year
- G. Accepted resignation from Caryn Wise, 6th grade teacher at Holley Elementary effective June 30, 2022

***Motion No. 22-45: Board Member Jim Gourley, moved to approve the revised consent agenda as presented. Board Member Adams seconded the motion. The motion passed unanimously.*** **6A**

**6. Information/Discussion**

- A. Budget Update- Kevin Strong gave a brief budget update - Insurance and classified wages have increased higher spending compared to last year at this time
- B. Maintenance Update- Josh Darwood gave a report on future projects and start up events.
- C. Board Policies 2nd 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
  - GBCBA/GDBCA Continuation Coverage Health Benefits
  - GCBBD/GDBBD 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

***Motion No. 22-46: Board Member Jim Gourley, moved to put the board policies on the action item. Board Member Dale Keene seconded the motion. The motion passed unanimously.***

7. Action Items

M. Reynolds    Action

A. Approve Board Policies

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  
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  
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  
GBNAA/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

***Motion No. 22-47: Board Member Dale Keene, moved to approve the first section of board policies (GA-GBNAB/JHFEAR(2)). Board Member Debra Brown seconded the motion. The motion passed unanimously.***

B. Approve Board Policies

6A

***Motion No. 22-48: Board Member Debra Brown, moved to approve the second portion of board policies (GC-GDCA). Board Member Dale Keene seconded the motion. The motion passed unanimously.***

**8. Board Comments:**

**9. Late Items – No late items**

**10. Future Agenda Items**

- A. Next Board Officers Meeting October 3, 2022 at 3:30 p.m. Superintendent's Office
- B. Next Board Meeting October 10, 2022 at 6:30 p.m. in DO Boardroom
- C. OSBA's 2022 Annual Convention, November 11-13, 2022, Portland Marriott Downtown Waterfront

**12. Adjournment**

The meeting adjourned at 7:28 p.m.

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*Signature, Board Chairman*

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

## Surplus Items from the High School.

Please declare motors as surplus:

3.8 L Buick  
3.7 L Chrysler  
01-05 D17A1 Honda Civic Motor  
5.7 L Chevy 350  
1.5L Toyota  
Nissan 353 401  
Nissan 710 264  
2.0 L Chrysler  
V6 Ford 77-80  
Chevy 250 (1966-1984)  
Chevy 230 1250 (1964-1976)  
Chevy 250 (1975-1976)

## Surplus Items:

- Many miscellaneous old chairs
- Many miscellaneous old tables
- Many miscellaneous old desks
- Ludwig drum parts (two kick drum shells, several tom shells, two high hat stands, snare drum shell, and misc. parts)
- Miscellaneous old sound gear
  - 1- old SUNN "Concert Controller 1"
  - 1- old JBL guitar amp
  - 1- Yamaha Speaker
  - 2- Yorkville speakers "Performance Series"
  - 2- Cerwin-Vega monitor wedges "SM-1"
  - 1- SHURE "Vocal Master" model "VA-302-C"
  - 2- Tall SHURE speakers that were part of a kit with the SHURE Vocal Master
  - 1- Mantray 15" loudspeaker
  - 1- Fender Sidekick model "108 BASS" speaker
  - 32 Light Fixtures

**SWEET HOME SCHOOL DISTRICT 55**

**6D**

**RECOMMENDATION TO HIRE**

**CANDIDATE NAME:** Marissa Russell

**POSITION:** Temp 5th grade

**JOB #:** 60-2223

**DATE:** 9/12/22

**BUILDING:** Foster

**ADMINISTRATOR:** Aggsburg

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:** Restricted

Have three reference checks been completed? yes ☒ no ☐

**Effective Date:** 9/12/22

**Other Information:**

Office use only:  
Superintendent review date: \_\_\_\_\_  
Board approval date: 10/28

8/11/2022

Luke Augsburg

Principal, Foster Elementary

Sweet Home School District, No. 55

To whom it may concern,

With a heavy heart I am writing this letter to inform you that I will be resigning from my job as 5<sup>th</sup> grade teacher at Foster Elementary effective immediately. I appreciate the great amount of support and acceptance from all of the staff, both certified and classified, and administrators within the Sweet Home School District. Beginning my teaching career in this district was a perfect starting point for me and I look forward to utilizing the skills I learned here in my future endeavors. Thank you for the opportunity to work for the Sweet Home School District.

Sincerely,

Abigayle O'Neil Burns

YTD GENERAL FUND SPENDING COMPARED TO ADOPTED BUDGET & YTD SPENDING LAST YEAR

BY OBJECT CODE  
9/30/2022

OBJECT	DESCRIPTION	2022-23	YTD as of 9/30/21	YTD as of 9/30/22	Year-to-Year Increase/ <Decrease>	Spending as a % of budget
		Adopted Budget				
0111/0123	Licensed Salaries	6,774,423	519,115	530,051	10,936	7.8%
0112/0124	Classified Salaries	4,471,967	557,338	679,583	122,245	15.2%
0113/0114	Administrators/Managers	1,748,364	381,785	383,001	1,216	21.9%
0121	Substitutes - Licensed	241,000	1,698	1,513	(185)	0.6%
0122	Substitutes - Classified	421,000	66,331	58,091	(8,240)	13.8%
0132	Overtime	32,000	7,775	3,145	(4,630)	9.8%
0134/0135	Extra Duty	373,980	36,775	38,619	1,844	10.3%
0210	Public Employees Retirement System	1,602,266	155,694	148,318	(7,376)	9.3%
0213	PERS Debt Service	1,810,257	195,694	228,141	32,447	12.6%
0220	Social Security	1,075,800	118,196	126,690	8,494	11.8%
0231	Worker's Compensation	130,326	19,442	21,063	1,621	16.2%
0232	Unemployment Compensation	42,023	3,076	3,298	222	7.8%
0240	Contractual Employee Benefits	3,053,000	244,956	248,005	3,049	8.1%
0241	Tuition Reimbursement - Admin.	10,000	0	0	0	0.0%
0242	Tuition Reimbursement - Certified	20,000	97	0	(97)	0.0%
0243	Conference/Wrkshp Reimb. - Certified	10,000	0	0	0	0.0%
0244	Conference/Wrkshp Reimb. - Classif.	2,500	0	0	0	0.0%
0245	District Paid Deferred Comp	32,750	2,040	2,840	800	8.7%
0249	Personal Choice Enroll Fee	2,000	255	170	(85)	8.5%
0312/0319	Instructional Services	45,000	0	0	0	0.0%
0321	Cleaning Services	15,000	2,212	2,379	167	15.9%
0322	Repairs and Maintenance Services	54,760	9,926	7,087	(2,839)	12.9%
0324	Rentals	8,000	180	0	(180)	0.0%
0325	Electricity	378,000	63,892	64,498	606	17.1%
0326	Fuel (Heating)	226,000	8,150	8,303	153	3.7%
0327	Water and Sewage	244,000	42,067	41,479	(588)	17.0%
0328	Garbage	90,500	13,032	12,690	(342)	14.0%
033X	Other Transportation	77,850	0	0	0	0.0%
0340	Travel	38,555	7,332	10,288	2,956	26.7%
0351/9	Telephone/Data Communications	147,800	44,083	40,454	(3,629)	27.4%
0353	Postage	25,000	2,194	2,255	61	9.0%
0354	Advertising/Public Notices	3,500	67	2,184	2,117	62.4%
0355	Printing and Binding	42,475	58	53	(5)	0.1%
0360	Charter School Payments	1,300,000	326,193	346,838	20,645	26.7%
0374	Other Tuition	35,000	1,835	0	(1,835)	0.0%
0381	Audit Services	27,000	0	3,400	3,400	12.6%
0382	Legal Services	30,000	1,322	74	(1,248)	0.2%
0384	Negotiation Services	8,000	0	0	0	0.0%
0388	Election Services	5,000	0	0	0	0.0%
0389	Other Non-instructional Prof/Tech	590,500	157,106	170,940	13,834	28.9%
0410	Supplies and Materials (includes bus fuel)	374,600	93,266	68,541	(24,725)	18.3%
0412	Supplies Tires	15,000	0	0	0	0.0%
0413	Supplies Vehicle Parts	70,000	2,959	12,528	9,569	17.9%
0414	Supplies Custodial	133,000	24,887	32,926	8,039	24.8%
0415	Supplies Maintenance	372,800	50,092	61,761	11,669	16.6%
0416	Supplies Grounds	26,000	1,424	14,349	12,925	55.2%
0417	Supplies Maintenance Vehicles	8,000	1,108	4,880	3,772	61.0%
0420	Textbooks	1,970	42	0	(42)	0.0%
0430	Library Books	14,730	1,369	0	(1,369)	0.0%
0440	Periodicals	3,305	82	2,001	1,919	60.5%
0460	Non-consumable Items	272,163	16,537	16,213	(324)	6.0%
0470	Computer Software	49,391	17,474	13,620	(3,854)	27.6%
0480	Computer Hardware	100,295	10,682	20,870	10,188	20.8%
052x/054x	Equipment Acquisition	60,000	0	0	0	0.0%
0640	Dues and Fees	71,080	42,183	43,068	885	60.6%
0651/5	Liability Insurance & Settlements	115,000	82,036	111,887	29,851	97.3%
0653	Property Insurance Premiums	258,000	251,282	278,513	27,231	108.0%
0711	Transfer to Josai	7,500	0	0	0	0.0%
0712	Transfer to Long Term Maintenance	900,000	0	0	0	0.0%
0713	Transfer to PERS Reserve Fund	100,000	0	0	0	0.0%
0715	Transfer to Curriculum/Tech. Fund	250,000	0	0	0	0.0%
		<b>28,448,430</b>	<b>3,585,339</b>	<b>3,866,607</b>	<b>281,268</b>	<b>13.6%</b>

2022-2023 Spending by Function			
Function	Budget	Actual	% of Bdet
1000 Instruction	15,018,420	1,338,138	8.9%
2000 Support	11,815,799	2,444,907	20.7%
3000 Community	356,711	83,562	23.4%
5200 Transfers	1,257,500	0	0.0%
	<b>28,448,430</b>	<b>3,866,607</b>	<b>13.6%</b>

7A



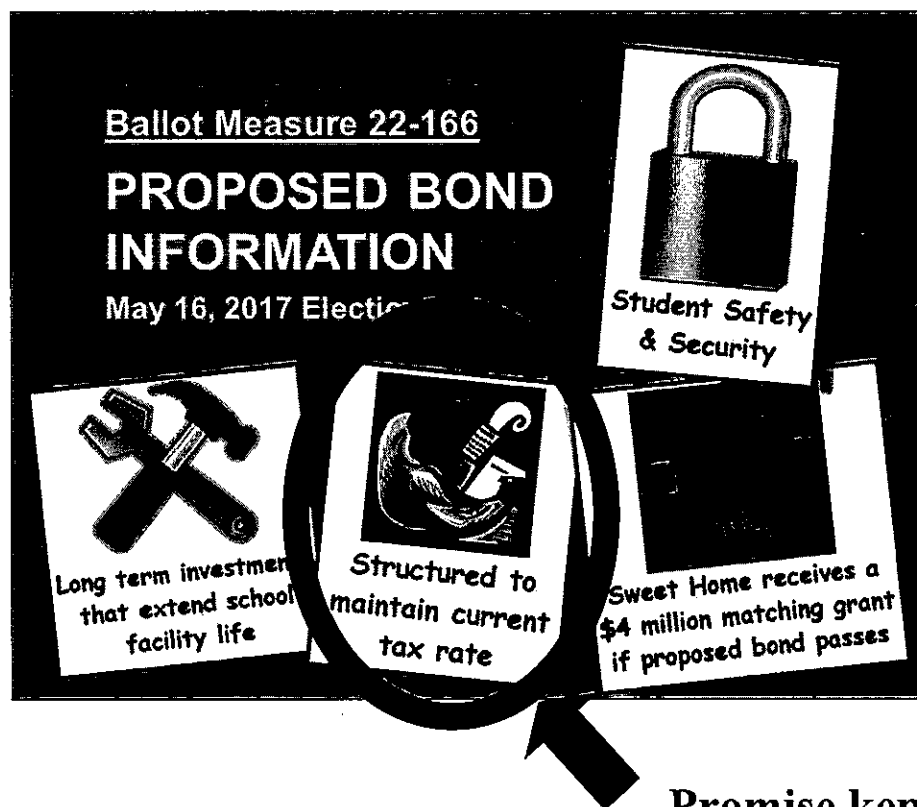
## MEMORANDUM

**To:** Board of Directors  
**From:** Kevin Strong  
**Subject:** Property Tax Information  
**Date:** October 5, 2022

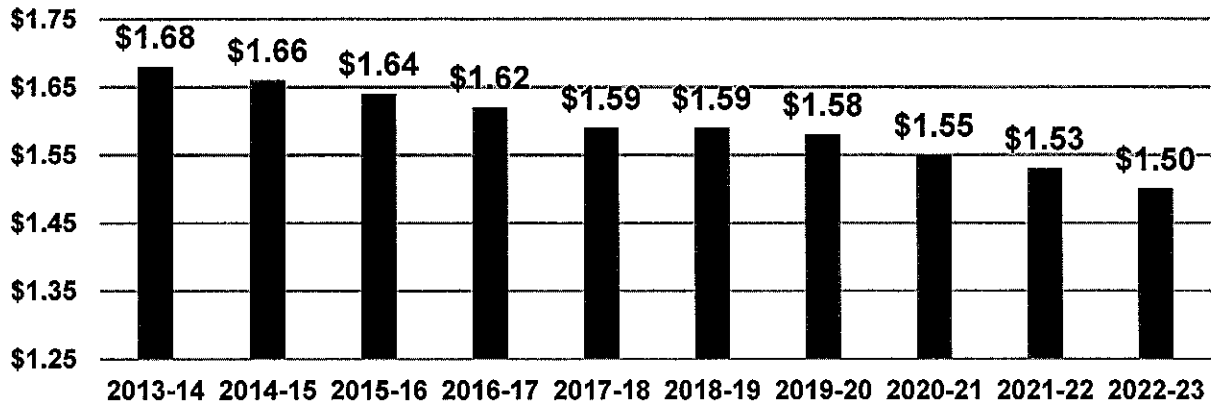
Linn County recently published the 2022-2023 property tax rates. The Sweet Home School District's property tax rates continue to decline, decreasing by \$0.03 per \$1,000 of assessed value compared to the prior year. The permanent rate and the local option rate remained the same while the bond rate declined. In math terms, the bond rate's denominator (the district's total assessed value) is growing at a faster rate than the numerator (the annual debt service owed), reducing the rate.

The Sweet Home School District's initial bond was passed in 2001. The tax rate during the 2001-2002 property tax year was \$1.91 per \$1,000 of assessed value. The rate has declined since then to \$1.50 per \$1,000 due to refinancing outstanding bonds at lower interest rates and growth in assessed value. The bond rate is also lower than it was prior to the May 16, 2017 bond election that was primarily used to renovate Sweet Home Junior High School (\$1.62/\$1,000).

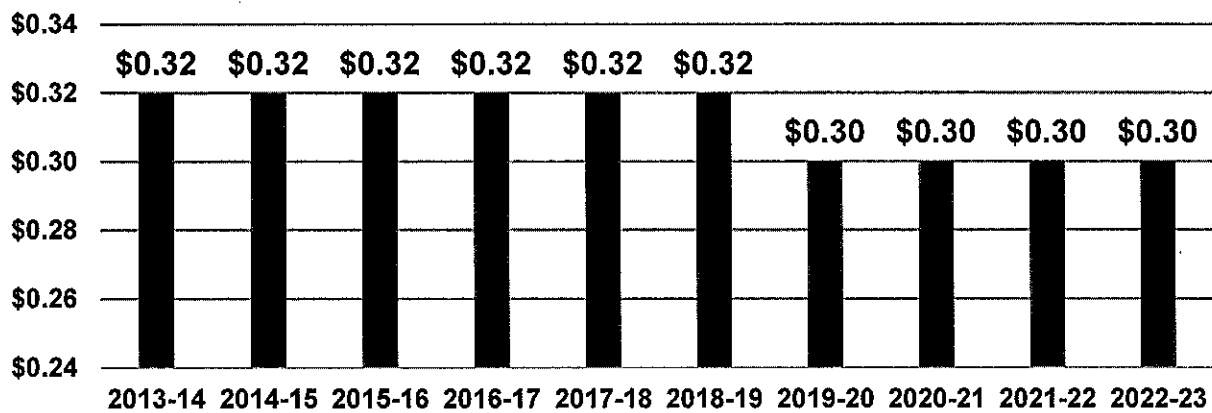
The attached graphs show the district's tax rates from 2013-14 forward.



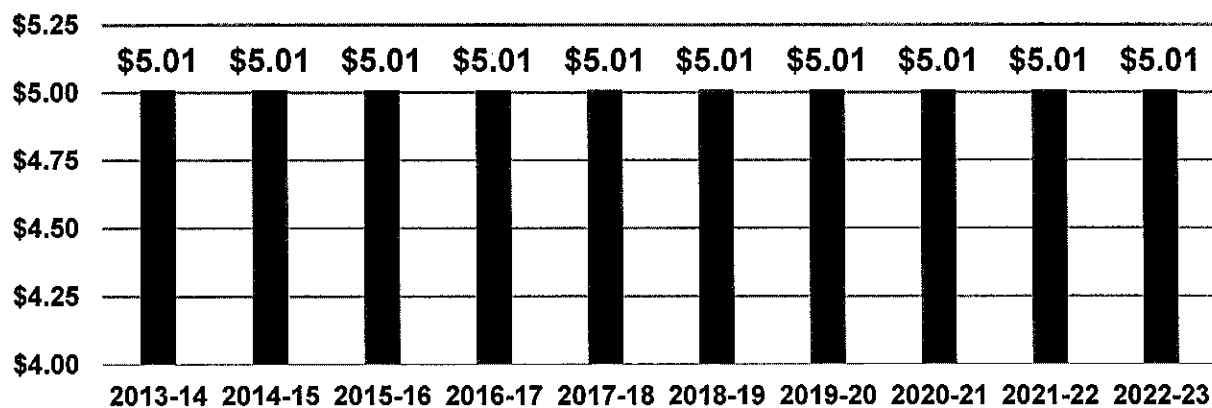
## Bond Rate



## Local Option Rate (For Pool)



## Permanent Rate (Set by State Law)



**MEMORANDUM**

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**To:** Board of Directors

**From:** Josh Darwood  
Kevin Strong

**Subject:** Information Item – Contract with GLAS Architects for Design Development Work for Oak Heights Elementary School

**Date:** September 30, 2022

Board Policy DJCA requires Board approval for personal service contracts with qualified professionals in excess of \$75,000. GLAS Architects has proposed completing design development work for improvements at Oak Heights Elementary School for a lump sum fee of \$73,000. While this amount is below the amount listed in Board Policy DJCA, we want to share the information with the Board given that this amount is close to the Board policy limit.

The Oregon Department of Education has approved the District's use of ESSER funds for this expenditure.



September 19, 2022

Kevin Strong  
Business Manager  
Sweet Home School District  
1920 Long Street  
Sweet Home, Oregon 97368

Re: Oak Heights Elementary School Alterations

Dear Kevin,

Thank you for the opportunity to provide design services for the Oak Heights Elementary School Alterations project. Our fee proposal is based on the requirements outlined in the document produced by the school district titled Oak Heights Elementary School 2.0. Briefly, GLAS Architects will provide the following:

- Schematic Design phase with deliverables to include drawings and narratives identifying the general direction of the design along with potential challenges as discovered during the phase.
- Design Development phase with deliverables to include drawings, specifications and perspective renderings.
- Construction Documents phase with deliverables to include bid documents.
- A Bidding and Permitting phase during which we will assist Sweet Home School District with subcontractor bids where needed.
- A Construction Administration phase where we will observe installed work for conformance with the construction documents and answer questions as they arise. This phase will include a punch list review and backcheck.

Project Schedule: Schematic Design – Complete October 15, 2022. Design Development Complete December 1, 2022. Construction Documents Complete March 1, 2023. Construction Complete August 15, 2023.

The project schedule may change if a seismic rehabilitation grant is provided by the State of Oregon.

The project construction budget is approximately \$2 million.

Our proposal includes full architectural services. Currently our fee proposal does not include costs associated with structural, mechanical, electrical, or plumbing engineering.

We propose to complete this work for a lump sum fee of **\$73,000** to be billed monthly as the work progress. Expenses will be billed at cost plus 10%.

Specifically excluded from our basis services:

- Structural Engineering (a structural engineer will be retained by the Owner under separate contract)
- Design related to LEED certification.
- Design related to MEP as qualified above. Minor adjustments to these systems are included basic services.
- Building permit fees.
- Owner provided testing and reports such as survey, geo-technical, materials testing, special inspections, or discovery and handling of hazardous materials.

GLAS will proceed immediately with an Owner/Architect agreement based on the AIA B101 Standard Form of Agreement upon approval of the above fee. Please call if you have any questions or need any additional information associated with this proposal.

Sincerely,



Chris Walkup, AIA  
Principal | Member



Code: DJCA  
Adopted: 4/4/88  
Readopted: 12/14/98, 5/16/05

7C

## Personal Services Contracts

The district may enter into personal services contracts with qualified professionals as provided by ORS 279A.055. Personal services contracts, as used in this policy, means contracts for specialized skills, knowledge and resources in the application of highly technical or scientific expertise or the exercise of professional, artistic or management discretion or judgment. The district may enter into a personal services contract with a current district employee only when the individual meets independent contractor status in accordance with state, Public Employees Retirement System (PERS) and Internal Revenue Service (IRS) requirements.

Selection of a personal services contractor will be based primarily on qualifications and performance history, expertise, knowledge and creativity and the ability to exercise sound professional judgment.

All personal services contracts shall be based on demonstrated qualifications and competence to perform the required services, encourage competition, discourage favoritism and obtain services at a fair and reasonable price.

Contracts for personal services in excess of \$75,000 shall require prior Board approval.

The superintendent will develop administrative regulations as necessary to implement this policy.

END OF POLICY

### Legal Reference(s):

ORS Chapters 279, 279A,  
279B

ORS 332.107  
ORS 670.600

OAR 459-010-0030

Internal Revenue Service *Independent Contractor or Employee* (IRS Publication 1779).

To: Ralph Brown, Principal Sweet Home High  
From: Larry Johnson, Oregon Jamboree Supervisor/Volunteer  
Re: Oregon Jamboree 2022  
Date: October 2, 2022

We had approximately 152 students directly involved in fund raising for three days of the Oregon Jamboree. We had a minimum of 63 adults volunteer their time and effort working with the students. There were 19 specific groups that were from the high school. The swim club, elementary schools and SAFE party groups were also involved. All funds earned are distributed to the groups who worked. All funds combined earned \$44,446.49. The effort by all is reflective of how involved our community is. Hopefully, the students see what volunteers can do to make a town better. They may in the future get involved in whatever community they live in.

Sincerely,

A handwritten signature in black ink that reads "Larry Johnson -". The signature is written in a cursive, flowing style.

Larry Johnson

Cc: SHSD Interim Superintendent  
New Era  
Robert Shamek, Oregon Jamboree Director

# Sweet Home School District #55

## Report on Compliance with Public School Standards

### 2021-22 School Year

By November 1 of each year, school district superintendents are required by [OAR 581-022-2305: District Assurances of Compliance with Public School Standards](#) to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of Sweet Home School District's compliance with each of the requirements of Oregon's administrative rules found in [DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS](#) during the 2020-21 school year. For each rule reported as out of compliance, Sweet Home School District has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2022-23 school year.

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-0104(5) Ready Schools, Safe Learners Guidance</a>	In compliance	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2000 Diploma Requirements</a>	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2005 Veterans Diploma</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2010 Modified Diploma</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2015 Extended Diploma</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2020 Alternative Certificate</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2025 Credit Options</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2030 District Curriculum</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2045- Prevention Education in Drugs and Alcohol</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2050 Human Sexuality Education</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2055 Career Education</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2060 Comprehensive School Counseling</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2100 Administration of State Assessments</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2110 Exception of Students with Disabilities from State Assessments</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2115 Assessment of Essential Skills</a>	<b>Waived for 2021-22 school year</b>	Not applicable	Not applicable
<a href="#">581-022-2120 Essential Skill Assessments for English Language Learners</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2130 Kindergarten Assessment</a>	<b>Waived for 2020-21 and 2021-22 school years</b>	Not applicable	Not applicable
<a href="#">581-022-2205 Policies on Reporting of Child Abuse</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">81-022-2210 Anabolic Steroids and Performance Enhancing Substances</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2215 Safety of School Sports – Concussions</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2220 Health Services</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2223 Healthy and Safe Schools Plan</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2225 Emergency Plans and Safety Programs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2230 Asbestos Management Plans</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2250 District Improvement Plan</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2255 School and District Performance Report Criteria</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2260- Records and Reports</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2263 Physical Education Requirements</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2265 Report on PE Data</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2267 Annual Report on Restraint and Seclusion</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2270 Individual Student Assessment, Recordkeeping and Reporting</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2300 Standardization</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2305 District Assurances of Compliance with Public School Standards</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2310 Equal Education Opportunities</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2312 Every Student Belongs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2315 Special Education for Children with Disabilities</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2320 Required Instructional Time</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2325 Identification of Academically Talented and Intellectually Gifted Students</a>	<b>In compliance</b>	Not applicable	Not applicable
<a href="#">581-022-2330 Rights of Parents of TAG Students</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2335 Daily Class Size</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2340 Media Programs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2345 Auxiliary Services</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2350 Independent Adoptions of Instructional Materials</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2355 Instructional Materials Adoption</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2360 Postponement of Purchase</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">of State-Adopted Instructional Materials</a>			
<a href="#">581-022-2370 Complaint Procedures</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2400 Personnel</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2405 Personnel Policies</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2410 Teacher and Administrator Evaluation and Support</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2415 Core Teaching Standards</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2420 Educational Leadership - Administrator Standards</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2440 Teacher Training Related to Dyslexia</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2445 Universal Screenings for Risk Factors of Dyslexia</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2500 Programs and Services for TAG Students</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2505 Alternative Education Programs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2510 Suicide Prevention Plan</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

**MEMORANDUM**

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**To:** Board of Directors

**From:** Josh Darwood  
Kevin Strong

**Subject:** Board Approval Request – Exemption from Competitive Bidding Utilizing Sole Source Procurement

**Date:** September 19, 2022

Board Policy DJC-AR allows an exemption from competitive bidding with School Board approval when only one vendor can provide the product or service (a sole source).

**We are requesting Board approval to contract with Environmental Controls Corp. (ECC) to provide and install Alerton HVAC control parts for Oak Heights Elementary, Hawthorne Elementary and Sweet Home High School utilizing sole source procurement.** The District believes ECC is the only authorized dealer for Alerton products in the state of Oregon. Because ECC is the only provider there are no other options to acquire these parts and services. The total cost is expected to be approximately \$250,000. We will utilize federal ESSER III funds to pay for the project. The Board granted approval to use ESSER III funds at the August School Board meeting and ODE notified us of its approval on September 16.

The Salem-Keizer School District also requested an exemption from competitive bidding to contract with ECC for a school HVAC project last year as described below. Salem-Keizer reached the same conclusion that we did.

## **ALERTON HVAC CONTROL PARTS FOR AN EXISTING HVAC SYSTEM AT WASHINGTON ELEMENTARY SCHOOL**

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**November 29, 2021**

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SALEM-KEIZER PUBLIC SCHOOLS ALERTON HVAC CONTROL PARTS FOR AN EXISTING HVAC SYSTEM AT WASHINGTON ELEMENTARY SCHOOL PUBLIC NOTICE OF A SOLE SOURCE PROCUREMENT Pursuant to Oregon Revised Statute 279B.075, Salem-Keizer School District 24J has approved a sole source procurement for Environmental Controls Corp. (ECC) to provide and install Alerton HVAC control parts for an existing HVAC system at Washington Elementary School. The District believes ECC to be the only authorized dealer for Alerton products in the state of Oregon. Because ECC is the only provider there are no other

options to acquire these parts and services. This sole source procurement has an estimated value of \$520,000 and has a term through December 31, 2022. Comments can be directed to Jacob Clotfelter at [Clotfelter\\_jacob@salkeiz.k12.or.us](mailto:Clotfelter_jacob@salkeiz.k12.or.us). Protests must be in writing and delivered to Jacob Clotfelter, Procurement & Contracts Manager at 3630 State Street, Salem, OR 97301 by 5:00 on the seventh day after publication of this notice. Protests must be done in accordance with ORS 279B.400 and section DJE-047-0700 of the Salem-Keizer Public Schools Purchasing and Contracting Rules. Published Nov. 29, 2021. 12056964



1920 Long Street, Sweet Home, OR 97386

(541) 367-7126

[www.sweethome.k12.or.us](http://www.sweethome.k12.or.us)

October 10, 2022

Seismic Rehabilitation Grant Committee Members  
c/o Gloria Zacharias  
Business Oregon  
775 Summer St, NE  
Suite 200  
Salem, OR 97301

Dear Members of the Seismic Rehabilitation Grant Committee:

As members of the Sweet Home School District Board of Directors, we are very supportive of the Seismic Rehabilitation Grant Program. The program is a lifeline in communities like ours that have schools with a high collapse potential, a modest tax base, high property tax rates and a median income well below the state average.

We were cautiously optimistic that Oak Heights Elementary School would receive a grant in the 2022 funding cycle. The Oregon Department of Geology and Mineral Industries website shows that the school has a high collapse potential. We have also submitted seismic applications for the school every year since 2016, delaying other necessary projects because it makes sense to complete the seismic work first.

We understand that the committee did not consider our application earlier this year so we find ourselves facing a dilemma – the same dilemma we were in when this year's 7<sup>th</sup> graders were in Kindergarten. We are hesitant to spend limited resources on improvements at the school that make more economic sense to complete either during or after seismic work. However, by holding off on these improvements, the school's learning environment suffers.

We would like to offer a proposal that will help all Oregon school districts avoid the continuing dilemma that we face. Going forward, we encourage the seismic grant program to give preference to schools that meet the following criteria:

1. The school has a RVS Collapse Potential of High or Very High
2. The school has submitted complete seismic grant applications for five or more consecutive years
3. The school is located within a school district that has not been awarded a seismic grant within the past five years

We also encourage the seismic program to prioritize schools that submitted applications before the deadline in 2017 with a high or very high collapse potential but were denied when the deadline was extended to allow more schools to apply. We understand the program's intent in 2017 was to spread that year's grant awards out to more school districts. However, the schools that met the deadline in 2017 with a high or very high collapse potential should be seriously considered if they have continued to apply every year for a grant and their school district has not been awarded a grant since then.

Seismic Rehabilitation Grant  
 October 10, 2022  
 Page 2 of 2

We also propose that the seismic committee consider adding a question to the seismic application asking districts to explain whether they have a plan to commit district funds to make facility improvements that will extend a school's lifespan if a seismic grant is awarded. Ideally, limited seismic grant funds will be spent on schools that will serve students for decades to come. As part of the cost-benefit analysis, priority should be given to schools where the district has developed a plan to make other facility improvements that extend the building's lifespan in addition to the seismic improvements.

Finally, we would like the seismic committee to consider a school district's capacity to pay for seismic improvements from other funding sources. Priority should be given to school districts with a median household income well below the state average and a combined property tax rate well above the state average. As we mentioned earlier, the Seismic Rehabilitation Grant Program is a lifeline in these communities.

Thank you for your service and for considering our recommendations.

Sincerely,

Mike Reynolds  
 Board Chair

Jason Redick  
 Vice Chair

Debra Brown  
 Secretary

Mike Adams  
 Board Member

Sara Hoffman  
 Board Member

Kevin Hill  
 Board Member

Jim Gourley  
 Board Member

Dale Keene  
 Board Member

Jason Van Eck  
 Board Member

cc: State Senator Fred Girod  
 State Representative Jami Cate

## Community Information from the US Census Bureau and the Linn County Assessor's Office:

**Sweet Home, Oregon 2020 Median Household Income: \$45,424**

State of Oregon 2020 Median Household Income: \$65,667

**Sweet Home, Oregon 2021-2022 Combined Tax Rate: \$24.393/\$1,000 AV**

CODE 05501	
<b>SWEET HOME</b>	
Value	\$536,885,944
LINN CNTY	4.1036
ESD LBL	0.3049
LBCC	0.6667
SW HM SD	6.8388
SW HM CTY	10.4357
SW HM FIRE/AM	1.7567
SW HM CEM	0.2166
4H EXT	0.0700
Total	24.3930