



SWEET HOME SCHOOL DISTRICT #55
Sweet Home, Oregon

SCHOOL BOARD MEETING AGENDA

To view live board meeting please visit the Sweet Home District website: sweethome.k12.or.us and click YouTube link
The Board of Directors of the Sweet Home School District will hold a public hearing on the District's 2024-2025 Budget from 6:30 p.m. to 7:00 p.m. During this time the Board shall receive comments from the public on the budget. If there are no comments, the Board will proceed with the regular School Board Meeting. The public hearing will close at 7:00 p.m.

District Office Conference Room

June 10, 2024, 6:30 p.m.

- | | | |
|--|----------------------------|-----------------|
| 1. Call the meeting to order/pledge | J. Redick | Action |
| 2. Agenda approval/changes | J. Redick | Action |
| 3. 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/Attendance | | |
| 2. 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 | J. Darwood | |
| 4. Consent Agenda | J. Redick | ALL Action |
| A. Approve minutes from the April 13, 2024 School Board Meeting | | |
| B. Accept resignation from Brittany Shamek, 1st grade teacher at Foster Elementary, effective June 14, 2024 | | |
| C. Accept resignation of Brittany Brownell, 2nd grade teacher at Foster Elementary effective June 14, 2024 | | |
| D. Accept retirement from Lori Tuter, Music/Band Teacher with the option to work back in the 2024-2025 school year effective June 30, 2024 | | |
| E. Accept retirement from Ann Knight, Grad/Assessment/Math teacher at the High School with the option to work back in the 2024-2025 school year effective December 31, 2024 | | |
| F. Approve hire of Danae Teixeira Math Teacher at the Jr. High School for the 2024-2025 school year | | |
| G. Approve hire of Shelley Strong .5 FTE, 4th grade teacher at Foster Elementary for the 2024-2025 school year | | |
| H. Approve job share with Kate Virtue and Shelley Strong 4th grade teachers at Foster Elementary for the 2024-2025 school year | | |
| I. Approve hire of Razelle P. Tuquero, Math Teacher at the Jr. High for the 2024/2025 school year | | |
| J. Approve hire of Juacrisa Balbon, Special Ed Teacher for the 2024/2025 school year | | |
| K. Approve hire of Hunter Johnston 2nd grade teacher at Hawthorne Elementary for the 2024/2025 school year | | |
| L. Accept resignation of Deborah Stratton as the Title 1 Teacher at Foster Elementary effective June 3, 2024 | | |
| 5. Information/Discussion | | ALL Information |
| A. Budget Update | K. Strong | |
| 6. Action Items | J. Redick | Action |
| A. RESOLUTION #04-2324 Close Public Hearing with a motion to adopt the 2024-2025 approved budget including a permanent tax rate of \$5.0057 per \$1,000 of assessed valuation, a local option rate of \$0.30 per \$1,000 and \$1,881,000 for general obligation bond payments. (should be close to 7:00 p.m.) | | |

- B. **RESOLUTION #05-2324** -Safe, Secure and Sound School Facilities
- C. Approve Contractors for the Oak Heights seismic retrofit and renovation project

- | | | |
|--|-----------|-----------------|
| 7. Public Comments | | Information |
| <i>Public Comments must be in writing before board meeting and sent to the Superintendent's Office</i> | | |
| 8. Board Comments | | Information |
| 9. Late Items | | |
| 10. Future Agenda Items | J. Redick | ALL Information |
| A. Next Board Officers Meeting, Thursday, June 27, 2024 at 3:30 p.m. Superintendent's Office | | |
| B. Next Board Meeting Monday, July 8, 2024 at 6:30 p.m. in DO Boardroom | | |
| 11. Adjournment | J. Redick | Action |

**SWEET HOME SCHOOL DISTRICT ENROLLMENT
AS OF 5/31/2024**

															Last Month			
	K	1	2	3	4	5	6	7	8	9	10	11	12	5/31/24	4/30/24	5/31/23	5/31/22	5/30/21
FO	33	45	44	42	46	45	46							301	299	321	325	312
HW	32	51	36	35	45	28	52							279	280	294	285	301
HO	17	25	21	22	32	21	30							168	168	174	148	148
OH	40	38	50	37	51	50	43							309	313	332	311	249
CH	19	22	22	18	23	19	16							139	139	135	128	135
JH								180	204					384	384	373	342	339
HS										175	186	159	154	674	679	654	665	681
TOTAL	179	181	173	154	197	163	187	180	204	175	186	159	154	2254	2262	2283	2204	2165
Grade	K	1	2	3	4	5	6	7	8	9	10	11	12					

SWEET HOME SCHOOL DISTRICT NO. 55
Sweet Home, Oregon

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 May 13, 2024.

Board Members in Attendance

Jason Redick, Mike Adams, Mary Massey, Floyd Neuschwander, Dale Keene, Jim Gourley, Jenna Northern (ZOOM), Sara Hoffman: Absent: Amanda Carter

Staff Members in Attendance

Administrators: Kevin Strong, Barbi Riggs, Brian Brands, Josh Dargis, Darren Perry, Mark Looney, Todd Barrett, Nate Tyler, Ralph Brown, Luke Augsburger; Certified: Steve Thorpe, Elspeth Liermann; Classified Velma Canfield; Board Recording Secretary: Julie Emmert

Other Attendance: Sara Brown; New Era, Award Winners and parents and grandparents

1. Call the meeting to order/pledge

2. ESPY/SPARK Awards - Announced the May award winners from each school and Drawing for the Chrome book

3. Agenda Approval/Changes

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

Motion No. 24-26: Board Member Jim Gourley moved to approve the agenda as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously

4. Student & Personnel Reports/Comments

- A. Certified & Classified Representatives: Classified representative; Velma Canfield; The year is going good and appreciates the district has been doing comparison pay for classified. Certified Rep- Steve Thorpe talked about wrapping up for summer. Local reps reported to him attendance awards, outdoor school and kindness awards, all from Hawthorne. Holley - garden club, they had over 1,000 plants donated and they sold them as a fundraiser. Rotary helped rebuild some buildings for the club. Jr. High working on helping students who are failing. Foster - 5th grade working on their garden club. HS woodshop helpt build some raised gardens for them. HS book by students.
- B. Student Report: High School Student: None
- C. Superintendent's Report:
 - 1. Enrollment/Attendance Award; Hawthorne is the attendance award winner this month with 87.90% attendance.
 - 2. Strategic Plan Progress
 - a. Pillar 1 - OUTSTANDING ACHIEVEMENT- Luke Augsburger, High School Principal presented information on the 9th Grace Success Team.

Each year ODE measure 9th graders with at least 6 credits at the end of the year. This is considered most likely to graduate (just one predictor). 9th Student Success Team was established a few years ago to help increase this percentage. A team of staff and teachers analyze student data and implement individual and whole group interventions.

We have a number of interventions we utilize

- Data team meetings every two weeks to analyze student data
- Bi-Monthly meetings with representatives of the ESD
- 3x a year conferences with other districts
- Champions program where students connect with mentors

- Individual check-ins

End of First Semester we had 163/173 student on track 94% and currently in second semester we are on track to have 89-91% on track

We have possibility for students to get credit if they finish the semester between 50-59% in a class and attend our two week summer school in June or winter school in December

Grade Level Homerooms

Next Year we are transitioning to grade level homerooms once a week to support students

Homeroom is an advisory period where students will stay with the same teacher all four years

SEL lessons, Credit Tracking and Graduation requirements, and grade checks are all possible in Homerooms

10th Grade Success Team

Next School year we are starting a 10th grade team to utilize individual interventions and keep students on track (at least 12 credits by the end of their Soph year.)

Lead Teacher as well as teachers and staff will meet regularly to look at data modeled after the 9th Success Team format.

- B. Pillar 1 - THRIVING CITIZEN - K-5 ELA and Science Adoption Barbi Riggs.
Director Riggs shared input from several teachers who have researched the curriculum.
- C. Pillar 3 - THRIVING COMMUNITY
- D. Pillar 4 - SAFE AND WELCOMING FACILITIES AND SERVICE

5. Consent Agenda

- A. Approved minutes from the April 8, 2024 School Board Meeting
- B. Accepted resignation of Mick Bittick, District Mentor Substitute, effective June 14, 2024
- C. Accept resignation of Melody Lind, 2nd grade teacher at Oak Heights effective June 14, 2024
- D. Approved hire of Ryan Graville, Career/Personal Finance Teacher at the High School for the 2024-2025 school year
- E. Approved hire of Christopher Sherburne, Science Teacher at the High School for the 2024-2025 school year
- F. Approved hire of Hailey Miller, Primary Teacher at Hawthorne Elementary for the 2024-2025 school year
- G. Approved hire of Laurel Adams, 3rd Grade Teacher at Oak Heights for the 2024-2025 - school year
- H. Approved hire of Courtney Daniels, 1st grade teacher at Oak Heights for the 2024-2025 school year
- I. Approved hire of Hannah Bliss, PE Teacher .5 Holley/.5 District for the 2024-2025 school year
- J. Approved hire of Emili Riggs, PE Teacher at Oak Heights for the 2024-2025 school year
- K. Approved hire of Nathan Whitfield, Math Teacher at the High School for the 2024-2025 school year
- L. Accepted retirement from Dan Tow with the option to work back in the 2024-2025 school year effective June 30, 2024
- M. Approved hire of Brent Stephens, Special Education Teacher at the High School for the 2024-2025 school year
- N. Approved hire of Alyson Ellis for Summer School Teacher - ESY Special Ed

Motion No. 24-27: Board Member Dale Keene moved to approve the consent agenda as presented. Board Member Jim Gourley seconded the motion. The motion passed unanimously.

6. Information/Discussion

- A. Budget Update- Business Manager, Kevin Strong- YTD General fund spending compared to adopted budget & YTD Spending last year.

7. Action Items:

- A. Approve to adopt Curriculum: K-5 ELA Curriculum

Motion No. 24-28: Board Member Dale Keene moved to adopt the Proposed Curriculum: K-5 ELA Curriculum. Board Member Jim Gourley seconded the motion. The motion passed unanimously.

- B. Approve to adopt Curriculum: K-5 Science Curriculum

Motion No. 24-29: Board Member Jim Gourley moved to adopt the Proposed Curriculum: Science Grade 6-8, Stile Digital. Board Member Mike Adams seconded the motion. The motion passed unanimously.

- C. Approve 3rd year of the Superintendent's Contract

Motion No. 24-30: Board Member Dale Keene moved to extend Superintendent Martin's contract by one year. Board Member Jim Gourley seconded the motion. The motion passed. Floyd Neuschwander no, Mary Massey yes, Mike Adams yes, Jason Redick yes, Jenna Northern yes, Sara Hoffman yes, Jim Gourley yes, Dale Keene yes Amanda Carter AB

- D. RESOLUTION#03-2324 - Budget Adjustment for the 2023-24 fiscal year: Transfer \$1,500,000 from the General Fund to the Long Term Maintenance Fund

Motion No. 24-31: Board Member Mike Adams moved to approve budget adjustment for the 2023-2024 fiscal year; transferring \$1,500.000 from the General Fund to the Long Term Maninance fund. Board Member Floyd Neuschwander seconded the motion. The motion passed unanimously.

8. Public Comments: NONE

9. Board Comments: Dale Keene is now on the OSBA rural office

10. Late Items – NONE

11. Future Agenda Items

- A. Next Board Officers Meeting, Thursday, May 30, 2024 at 3:30 p.m. Superintendent's Office
 B. GRADUATION - June 7th, 2024 at 7:00 High School Stadium weather permitting
 C. Next Board Meeting Monday, June 10, 2024 at 6:30 p.m. in DO Boardroom

12. Adjournment

The meeting adjourned at 8:07 p.m.

Signature, Board Chairman

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

Brittany Brownell
1810 S 7th St, Unit A, Lebanon, OR, 97355
316-641-8685
bbrownell18@mail.wou.edu

5/06/2024

To Whom it May Concern,

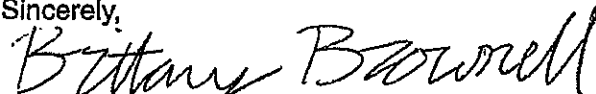
I am writing to inform you of my resignation as a second grade teacher at Foster Elementary School effective the upcoming 2024-2025 academic year. My last teaching day at Foster will therefore be the end of the 2023-2024 academic year, June 14, 2024.

It is with mixed emotions that I make this decision to give my resignation. I have had so many positive experiences as a teacher at Foster and I deeply appreciate the staff and administration for supporting me in my professional development over the last three years. The students here have been wonderful, and I will miss them.

Please let me know how I can assist you in preparing my successor and making the transition as smooth as possible.

Thank you once again for everything. I wish you and the entire Foster Elementary School community continued success and growth.

Sincerely,

A handwritten signature in black ink that reads "Brittany Brownell". The signature is written in a cursive, flowing style.

Brittany Brownell

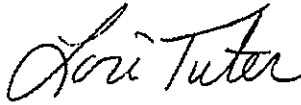
May 24, 2024

To Whom it May Concern:

I am notifying you of my intent to retire as of July 1, 2024; however, I would like to be hired on and continue working in my current position as the band teacher.

Teaching band in Sweet Home has been an absolute dream come true for me. Thank you for believing in me and giving me this opportunity. I am excited for the years to come!

Sincerely,

A handwritten signature in cursive script that reads "Lori Tiuter". The signature is written in black ink and is positioned above the printed name.

Lori Tiuter

Ann A. Knight
329 Taylor Creek Drive
Sweet Home, OR 97386

May 17, 2024

Terry Martin, Superintendent SHSD
1920 Long Street
Sweet Home, OR 97386

Ralph Brown, Principal SHHS
1641 Long Street
Sweet Home, OR 97286

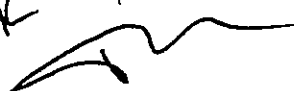
Dear Terry & Ralph,

I am writing to you today to indicate my retirement from Sweet Home School District effective December 31, 2024, contingent upon being hired back. It is my hope and desire to continue working for several more years as I still enjoy my work at SHHS very much. Per your request Terry, my work schedule for the 2024-2025 school year will include my teaching three Math classes with one prep period and continuing my testing duties for three class periods. I will also continue to work the extra 13 TOSA days, 10 on the front end of the school year and 3 on the back end. I spend this time working on assessment prep and data. Thank you for your consideration regarding my request.

Kind Regards,



Ann A. Knight

OK 5/17/24


RECOMMENDATION TO HIRE

CANDIDATE NAME: Danae TeixeiraPOSITION: SHJH MathJOB #: 3-2425DATE: 5/17/2024BUILDING: SHJHADMINISTRATOR: Nate Tyler

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: Foundational Math K-12 exp 3/6/2026

Have three reference checks been completed?

yes

☒

no

☐Effective Date: 7/1/2024

Other Information:

Office use only:

Superintendent review date: 6/10/2024Board approval date: 6/10/2024

RECOMMENDATION TO HIRE

CANDIDATE NAME: Shelly StrongPOSITION: 4th-grade job-share Elementary TeacherJOB #: 8-2425DATE: 5-16-24BUILDING: FosterADMINISTRATOR: Darren Perry

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: Professional Teaching Lic. K-8

Have three reference checks been completed?

yes

☒

no

☐Effective Date: 8-26-24

Other Information:

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Office use only:

Superintendent review date:

Board approval date:

[Signature]
6/10/2024

*This plan must be submitted no later than April 1 of the year prior to the job share.***JOB SHARE APPLICATION FORM****4H**Alternate
WednesdaysTeachers' Names: Kate Virtue / Shelley StrongDate: 1/30/24 School/Position: Foster 4th Grade1. How will the work year/week/day be shared? Monday and Tuesdays, Thursday and Fridays.

2. How will planning be accomplished in a collaborative manner? (curriculum, student behavior, school activities, class operations, etc.)

At the start of the School year we will make year long plans. Meet in person once a month. Keep a behavior journal of day to day situations.

3. Who will be present for:

- In-service Both
- Grading Both
- Early Release Switch each week
- Open House Both
- Parent Conference Both
- IEP and 504 Meetings Teacher that works that day * unless other is needed
- Other non-student contact days Both
- Field trips Teacher that works that day
- Staff meetings Teacher that works that day * unless admin requests otherwise
- Other?

4. In brief, what are the strengths of this partnership? (be prepared to discuss w/principal)

We will have more ideas on how to best meet students needs. Good communication, clear and respectful.

5. How will insurance benefits be divided?

They will be split 50-50.

6. Full-time employees who wish to job share must secure an unpaid leave of absence for the year if it is their desire to return to a full-time position.

Signature: Shelley Strong Date: 1/30/24 Signature: Kate Virtue Date: 1/30/24

Criteria for evaluating the application:

The plan fully addresses each of the questions.

A practical strategy for teacher communication is evident in the plan.

The plan describes a consistent routine for the students

All teacher responsibilities are clearly addressed in the plan.

There is strong evidence that the two teachers will be able to work collaboratively for the benefit of the student and the school as a whole.

The plan supports an integrated, collaborative approach to planning, instruction and assessment for the class as a whole and for individuals.

If applicable, an unpaid leave request has been approved and a copy of the leave request is attached.

Approved

Not Approved

Reason(s):

SWEET HOME SCHOOL DISTRICT 55

RECOMMENDATION TO HIRE

CANDIDATE NAME: Razelle P. TugheroPOSITION: ~~Superintendent~~ Math

JOB #: _____

DATE: 4/25/2024BUILDING: Jr. HighADMINISTRATOR: Brian BrandesDoes 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: Special EdHave three reference checks been completed? yes ☒ no ☐Effective Date: August 19, 2024

Other Information:

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Office use only:

Superintendent review date: 4/25/2024Board approval date: 4/25/2024

SWEET HOME SCHOOL DISTRICT 55

RECOMMENDATION TO HIRE

CANDIDATE NAME: Juacrisa Piones BalbonPOSITION: Special Ed

JOB #: _____

DATE: 4/25/2024

BUILDING: _____

ADMINISTRATOR: Brian Branda

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: Special Ed

Have three reference checks been completed?

yes

☐

no

☐Effective Date: August 19, 2024

Other Information:

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Office use only:

Superintendent review date:

Board approval date:

June 10, 2024

RECOMMENDATION TO HIRE

CANDIDATE NAME: Hunter Johnston

POSITION: 2nd Grade @ Hawthorne

JOB #: 21-2425

DATE: 5/22/24

BUILDING: Hawthorne

ADMINISTRATOR: M. Looney

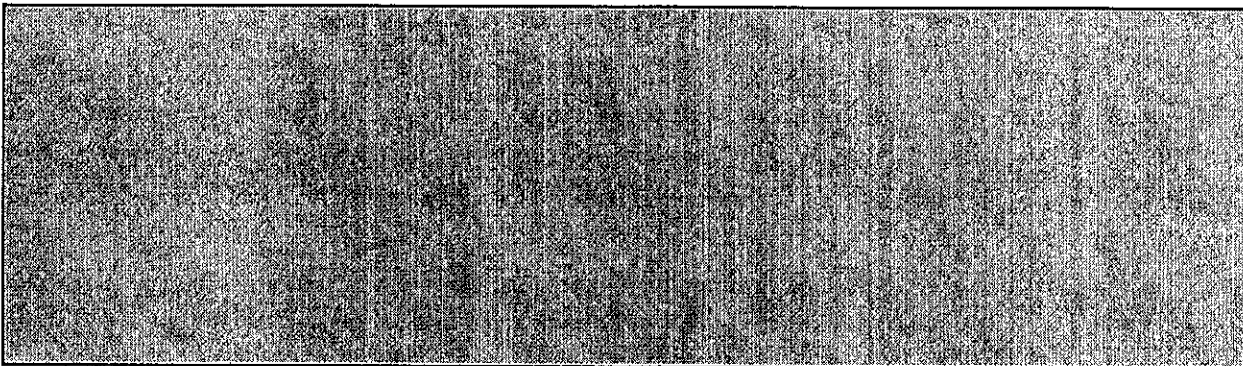
Does this candidate hold a current Oregon License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Does this candidate hold an Out-of-State License?	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
Is this candidate in the process of obtaining an Oregon License?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

Type of Endorsement: teaching

Have three reference checks been completed? yes ☒ no ☐

Effective Date: 5/22/24

Other Information:



Office use only:
 Superintendent review date: _____
 Board approval date: _____

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

BY OBJECT CODE

5/31/24

2023-2024 Spending by Function

Function	Budget	Actual	% of Budget
1000 Instruction	16,075,745	14,777,022	72.6%
2000 Support	12,837,574	10,406,090	81.1%
3000 Community	433,390	361,071	83.3%
5200 Transfers	1,757,500	0	0.0%
	31,104,209	22,444,183	72.2%

OBJECT	DESCRIPTION	2023-24 Adopted Budget	YTD as of 5/31/23	YTD as of 5/31/24	Year-to-Year Increase/ <Decrease>	Spending as a % of budget
0111/0123	Licensed Salaries	7,248,739	4,705,501	4,748,557	43,056	65.5%
0112/0124	Classified Salaries	5,062,531	4,084,713	4,497,413	412,700	88.8%
0113/0114	Administrators/Managers	1,846,669	1,537,836	1,582,944	45,108	85.7%
0121	Substitutes - Licensed	317,000	323,956	366,922	42,966	115.7%
0122	Substitutes - Classified	427,000	266,851	363,109	96,258	85.0%
0132	Overtime	35,000	43,916	50,169	6,253	143.3%
0134/0135	Extra Duty	416,980	345,116	393,486	48,370	94.4%
0210/0213	Public Employees Retirement Sys.	3,807,712	2,497,391	2,695,412	198,021	70.8%
0220	Social Security	1,174,575	830,339	868,124	37,785	73.9%
0231	Worker's Compensation	148,548	93,995	75,316	(18,679)	50.7%
0232	Unemployment Compensation	40,944	21,826	22,681	855	55.4%
0233	Oregon Paid Leave	86,262	0	63,228	63,228	73.3%
0240	Contractual Employee Benefits	3,063,000	2,001,991	2,020,054	18,063	66.0%
0241	Tuition Reimbursement - Admin.	10,000	4,403	0	(4,403)	0.0%
0242	Tuition Reimbursement - Certified	20,000	0	0	0	0.0%
0243	Conference/Wrkshp Reimb. - Cert.	10,000	0	628	628	6.3%
0244	Conf./Wrkshp Reimb. - Classif.	2,500	0	0	0	0.0%
0245	District Paid Deferred Comp	19,450	9,860	10,411	551	53.5%
0249	Personal Choice Enroll Fee	2,000	1,235	1,235	0	61.8%
0312/0319	Instructional Services	45,000	0	5,726	5,726	12.7%
0321	Cleaning Services	15,000	12,114	15,293	3,179	102.0%
0322	Repairs and Maintenance Services	55,710	46,628	51,924	5,296	93.2%
0324	Rentals	8,000	706	0	(706)	0.0%
0325	Electricity	384,000	265,134	290,661	25,527	75.7%
0326	Fuel (Heating)	249,000	231,481	203,585	(27,896)	81.8%
0327	Water and Sewage	245,000	156,157	186,490	30,333	76.1%
0328	Garbage	90,500	55,702	69,772	14,070	77.1%
033X	Other Transportation	77,850	62,785	93,630	30,845	120.3%
0340	Travel	38,855	55,563	68,913	13,350	177.4%
0351/9	Telephone/Data Communications	147,800	142,946	111,874	(31,072)	75.7%
0353.	Postage	25,000	14,296	12,581	(1,715)	50.3%
0354	Advertising/Public Notices	3,500	2,185	1,340	(845)	38.3%
0355	Printing and Binding	43,475	3,205	6,794	3,589	15.6%
0360	Charter School Payments	1,300,000	1,075,437	1,167,804	92,367	89.8%
0374	Other Tuition	35,000	8,310	0	(8,310)	0.0%
0381	Audit Services	33,000	36,750	36,940	190	111.9%
0382/0384	Legal & Negotiation Services	22,500	11,116	19,386	8,270	86.2%
0388/0389	Other Non-instructional Prof/Tech	640,500	578,212	491,646	(86,566)	76.8%
0410	Supplies and Materials (incl. bus fuel)	400,223	403,735	405,789	2,054	101.4%
0412/413	Supplies Tires & Vehicle Parts	85,000	44,403	52,548	8,145	61.8%
0414	Supplies Custodial	133,000	137,778	147,109	9,331	110.6%
0415	Supplies Maintenance	378,500	380,218	365,447	(14,771)	96.6%
0416	Supplies Grounds	26,000	35,777	39,282	3,505	151.1%
0417	Supplies Maintenance Vehicles	8,000	9,098	2,822	(6,276)	35.3%
0420	Textbooks	1,970	0	8,873	8,873	450.4%
0430	Library Books	14,730	5,699	7,808	2,109	53.0%
0440	Periodicals	3,355	2,086	1,508	(578)	44.9%
0460	Non-consumable Items	293,665	99,026	54,637	(44,389)	18.6%
0470	Computer Software	64,291	65,388	76,704	11,316	119.3%
0480	Computer Hardware	120,295	186,411	134,121	(52,290)	111.5%
052x/054x	Equipment Acquisition	100,000	0	0	0	0.0%
0640	Dues and Fees	81,080	75,801	86,786	10,985	107.0%
0651/5	Liability Insurance & Settlements	135,000	111,887	136,783	24,896	101.3%
0653	Property Insurance Premiums	303,000	278,513	329,918	51,405	108.9%
0711	Transfer to Josai	7,500	0	0	0	0.0%
0712	Transfer to Long Term Maint.	1,400,000	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%
		31,104,209	21,363,476	22,444,183	1,080,707	72.2%

**RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
AND IMPOSING AND CATEGORIZING TAXES**

6A

BE IT RESOLVED that the **Board of Directors of Sweet Home School District #55** hereby adopts the budget for the fiscal year 2024-2025 in a total sum of \$68,744,586 now on file in the District Business Office.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024 and for the purposes shown below are hereby appropriated:

<u>GENERAL FUND (100)</u>		<u>SPECIAL REVENUE FUND (200-299)</u>	
Instruction	\$17,921,753	Instruction	\$5,576,972
Supporting Services	13,811,064	Supporting Services	3,804,352
Enterprise & Community Services	477,155	Enterprise & Community Services	1,872,000
Facilities Acquisition & Construction	0	Facilities Acquisition & Construction	3,400,000
Transfers	2,007,500	Other Uses - UAL Payment to PERS	0
Debt Service	0	Operating Contingency	9,086,175
Operating Contingency	3,525,683		
Total General Fund	\$ 37,743,155	Total Special Revenue Fund	\$23,739,499
<u>DEBT SERVICE FUND (300, 310, 320)</u>		<u>CAPITAL IMPROVEMENT FUND (400)</u>	
Supporting Service	\$5,000	Instruction	\$ 0
Debt Service Fund Payments	4,124,758	Supporting Services	0
PERS UAL Payments	1,000,000	Facilities, Acquisition & Construction	591.932
*Unappropriated – Committed (PERS funds)	1,330,242	Operating Contingency	0
*Unappropriated – Restricted (GO fund)	210,000		
Total Debt Service Fund	\$6,670,000	Total Capital Improvement Fund	\$591,932
<u>TRUST AND AGENCY FUND (701-720)</u>			
Instruction	\$ 0	TOTAL APPROPRIATIONS ALL FUNDS	\$67,204,344
Support Services	0	TOTAL UNAPPROPRIATED ALL FUNDS	\$1,540,242
Operating Contingency	0		
Total Trust and Agency Fund	\$ 0	TOTAL BUDGET:	\$ 68,744,586
*(Unappropriated funds are <u>not</u> appropriated)			

BE IT RESOLVED that the **Board of Directors of Sweet Home School District #55** hereby imposes the taxes provided for in the adopted budget at the rate of \$5.0057 per \$1,000 of assessed value for operations; \$0.30 per \$1,000 of assessed value for the local option; and in the amount of \$1,827,000 for bonds; and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the district.

Education Limitation

**Excluded from
Education Limitation**

General Fund	\$5.0057 /\$1,000
Local Option	\$0.3000 /\$1,000
Debt Service Fund	

\$1,881,000

GASB Statement 54, issued by the Government Accounting and Standards Board, requires fund balances to be reported in classifications that “comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.”

6A

The ending balance for all funds must be designated per the following categories set forth by GASB 54:

- **Non-spendable** – Funds which cannot be spent.
- **Restricted** – Amounts subject to externally enforceable legal restrictions (imposed by grantors, contributors, governmental regulations, etc.)
- **Committed** – Amounts whose use is constrained by limitations that a government imposes upon itself.
- **Assigned** – Intended use of resources established by the governing body itself, or by an official or officers to which authority is delegated by the governing body.
- **Unassigned** – Available for any purpose. (Reported only in the General Fund.)

Assignments

Authority to classify portions of ending fund balance as Assigned is hereby granted to the Superintendent and Business Manager.

Spending as it Relates to Ending Fund Balance Policy

The Board of Directors considers the spending of restricted fund balances on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the board will consider that committed amounts will be reduced first, followed by assigned amounts and then unassigned amounts.

NOW THEREFORE the Board of Directors for the Sweet Home School District hereby make the following designations of FY 2023-2024 ending fund balances and revenues for specific uses in FY 2024-2025:

1. **Committed Fund Balances** – The ending balance of each of the following funds is “**Committed**” in accordance with the purposes stated for each fund or program in the FY 2024-2025 adopted budget:
 - PERS Debt Service Fund 310 for 2002 Series Borrowing
 - PERS Debt Service Fund 320 for 2003 Series Borrowing
2. The General Fund is unassigned. All other non-fiduciary funds are either assigned or restricted.

GASB 54 only applies to governmental funds. Trust and Agency funds do not report a fund balance in the basic financial statements.

The above resolution statements were approved and declared adopted on this 10th day of June 2024.

Board Chairman Signature

Superintendent Signature

RESOLUTION #05-2324
SAFE, SECURE AND SOUND SCHOOL FACILITIES

6B

WHEREAS, the Sweet Home School District Board of Directors is committed to providing students with safe, secure and sound school facilities; and

WHEREAS, Sweet Home High School currently has over 40 separate entrances and lacks a security vestibule; and

WHEREAS, Sweet Home High School students go outside to reach many of their classes through areas that the public can also access; and

WHEREAS, most classroom sections of Sweet Home High School were built as economically as possible in the early to mid-1970s using flat roof construction that has not held up well in western Oregon's climate; and

WHEREAS, Sweet Home High School's modular classrooms that were manufactured in the 1980s have reached the end of their lifespan; and

WHEREAS, Sweet Home High School's auditorium foyer is in need of refurbishment along with the band and choir classrooms; and

WHEREAS, Sweet Home High School's Career Technical Education areas are in need of improvement and the wood shop is in need of replacement; and

WHEREAS, in advance of potentially calling a bond measure, the Board desires to express to the public its intent to fulfill its fiduciary duties to the public in a fiscally responsible, accountable, and transparent manner, with input from the local community in the process; and

WHEREAS, the opportunity to go out for a significant bond that maintains existing tax rates only occurs once about every twenty-five years given Sweet Home's relatively modest tax base.

NOW, THEREFORE, BE IT RESOLVED that the Sweet Home School District Board of Directors is committed to:

- Gathering input from students, parents and community members for what a new Sweet Home High School classroom area and site plan should include.
- Developing a well thought out school design and site plan that will serve Sweet Home's students for the next 75+ years.

- Maximizing the amount of funds for facility improvements from grants and other available outside funding sources.
- Building the District's Long Term Maintenance Fund balance in order to complete as much work as possible without burdening the community with higher tax rates.
- Considering strategic property purchases, especially if they enhance bus, vehicle and pedestrian safety.
- Directing the District's Long Range Facility Planning Committee to visit other school facilities to gather ideas and report back to the School Board.
- Directing staff to complete pre-bond planning work so the district can qualify for an Oregon School Capital Improvement Matching (OSCIM) grant.
- Directing staff to develop a bond timeline.
- Directing staff to develop a bond financing structure that maintain tax rates given various potential interest rates.
- Communicating with community members regarding why school facility improvements will be a good long-term community investment.

The above resolution statement was approved and declared adopted on this 10th day of June 2024.

Board Chairman Signature

Superintendent Signature



MEMORANDUM

6C

To: Board of Directors

From: Josh Darwood
Kevin Strong

Subject: Oak Heights Elementary Seismic Retrofit and Renovation Project

Date: June 3, 2024

We are eager to begin demolition and construction work on the Oak Heights Elementary School seismic retrofit and renovation project as soon as school is out. The project is primarily funded with a \$2.5 million seismic grant that we received from Business Oregon. Already budgeted district funds will cover the remaining cost.

Most of the work will be completed by Gerding Builders of Corvallis. Gerding's guaranteed maximum price for its scope of work including project management, demolition, site work, masonry, structural steel, rough carpentry, bow truss repair, roofing, flashing and trim is \$2,077,150. In addition, some local contractors will handle aspects of the project where it makes financial sense to do so. These contractors include:

- Walker Heating will update the entire school's HVAC system that was last replaced over 20 years ago. Walker had the low bid at \$308,000.
- McCubbins Homes will replace the siding and install new windows for \$92,150.
- Bryce Gardner Inc. will install new drop ceilings for \$92,000.
- L&W Supply will provide the ceiling tile material for \$55,019.
- Double Eagle Construction will complete the concrete work for \$62,888.

We request Board approval to move forward with the project utilizing these contractors. In addition, we will have final pricing for some other contractors and will present that information at the July Board meeting.