



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

**Reynolds School District
Board of Education Business Meeting**

February 26, 2025

6:00 PM

Building I, Edgefield Campus

2408 SW Halsey Street

Troutdale, Oregon 97060

I.	5:30p - Executive Session	3
	The Reynolds School Board and the Superintendent will recess into Executive Session at 5:30p, under ORS 192.660(2)(a) Personnel, ORS 192.660(2)(d) Negotiations, and ORS 192.660(2)(i) Employee Evaluation. Executive Session is closed to the public.	
II.	6:00p - Call to Order	4
	A. Roll Call	
	B. Consider Approval of the February 26, 2025 Agenda	
	C. Pledge of Allegiance	
	D. Land Acknowledgement	5
	E. Mission and Vision	6
III.	6:10p - Recognition	7
	A. Student Recognition - Davis Elementary	
	B. Resolutions	
	i. Resolution 2024-2025-017 Women's History Month	8
	ii. Resolution 2024-2025-018 Classified Employee Appreciation Week	9
	iii. Resolution 2024-2025-019 National School Social Workers Week	10
	iv. Resolution 2024-2025-020 Supporting Gender Expansive Students and Staff	11
IV.	6:20p - High School Student Report	12
V.	6:25p - Public to be Heard	13
	Members of the public will address the board with comments and the board will listen only. Public Comment will be limited to 7 speakers with 3 minutes each. Forms must be turned in before the meeting start time.	
VI.	6:40p - Bargaining Group Updates	14
VII.	6:50p - Presentation to the Board	
	A. Mt. Hood Community College Bond Update	15
	B. Audit Reports	16
	i. Reynolds School District	17
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	C. Mid-Year Data Report	402
VIII.	7:15p - Superintendent's Reports	461
	A. Announcements/Reports	
	B. Financial Report	462
	C. Enrollment Report	463
IX.	7:30p - Consent Agenda	467
	A. Approval of Personnel Order	
	B. Approval of Prior Meeting Minutes	469
	C. IGA with Gresham-Barlow School District for Open School	473
	D. Policy Updates: Second Reading	480
	E. Resolutions 2024-2025 -017 to -020	539
	F. Field Trips	
	i. HB Lee Orchestra Trip to Bend, Oregon	540
	ii. HB Lee AVID trip to University of Oregon	545
	iii. MYC Coast Ecology Trip	554
	iv. MYC High Desert Ecology Trip	563
	v. RHS Choir Trip to Seattle, Washington	574
	vi. RHS Varsity Baseball Trip to Boise, Idaho	585
	vii. RHS Dance and Drill Trip to Salem, Oregon	595
	viii. RHS Club Trip to Lincoln City, Oregon	604
	ix. RHS Theater Trip to Salem, Oregon	613
X.	7:35p - Action Items	
	A. Resolution 2024-2025-021 Authorizing an Increase for Expenditure Appropriations within the General Fund	631
	B. Plan of Action: Audit Findings Fiscal Year End June 30, 2024	634
	C. 2025-2026 Academic Calendar	637
XI.	7:50p - Board Announcements and Discussion	643
	A. Individual Board Members - Announcements and Reports	
	B. Upcoming Board Meetings	
XII.	8:00p - Adjourn	644



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To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Executive Session

Type: Action Item Report / Presentation

Policy: BDC: Executive Session

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

The Reynolds School Board and the Superintendent will recess into Executive Session at 5:30p, under ORS 192.660(2)(a) Personnel and ORS 192.660(2)(i) Employee Evaluation. Executive Session is closed to the public.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Call to Order

Type: Action Item Report / Presentation

Policy: BDDF: Conduct of Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Roll Call:

- | | |
|---|--|
| <ul style="list-style-type: none">• Position 1: Director Aaron Muñoz• Position 2: Vice Chair Joyce Rosenau• Position 3: Chair Michael Reyes• Position 4: Director Cayle Tern | <ul style="list-style-type: none">• Position 5: Director Patty Carrera• Position 6: Director Ana Gonzalez Muñoz• Position 7: Director Francisco Ibarra• Student Board Rep: Mason Ho |
|---|--|

Motion to Approve Agenda:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the February 26, 2025 agenda as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

Pledge of Allegiance

Land Acknowledgement

Mission and Vision

Land Acknowledgement

We respectfully acknowledge that the land on which we are gathering today is the traditional homeland of a diverse array of indigenous tribes and bands. Multnomah County rests on traditional village sites of the Multnomah, Wasco, Cowlitz, Kathlamet, Clackamas, Bands of Chinook, Tualatin, Kalapuya, Molalla, and many other tribes who made their homes along the Columbia River, creating communities and summer encampments to harvest and use the plentiful natural resources of the area. Multnomah County is now home to a vibrant indigenous community representing over 400 different tribal nations.

We recognize Indigenous peoples as the traditional stewards of this land and acknowledge the enduring relationship between the land and the people since time immemorial. We make this acknowledgement to open a space of recognition, inclusion, and respect for our sovereign tribal partners and all indigenous students, families, and staff in our community.

mission:

We lead with equity to educate and support all students to graduate with the skills and confidence to thrive.

vision:

As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.





As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Recognition

Type: Action Item Report / Presentation

Policy: KAA: Community Relations

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

The Board will recognize student from Davis Elementary School.

The Board will read the following resolutions into the record:

- i. Resolution 2024-2025-017 Women's History Month
- ii. Resolution 2024-2025-018 Classified Employee Appreciation Week
- iii. Resolution 2024-2025-019 National School Social Workers Week
- iv. Resolution 2024-2025-020 Supporting Gender Expansive Students and Staff

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



Resolution 2024-2025-017

Proclaiming the Celebration of Women’s History Month

WHEREAS, the advocacy efforts of the National Women’s History Project, now known as the National Women’s History Alliance, led to an annual observance of Women’s History Month, which highlights the contributions of women to events in history and contemporary society and is celebrated during March in the United States, the United Kingdom, and Australia; and

WHEREAS, women of every race, class, and ethnic background have made significant and historic contributions to the growth and strength of our society in countless recorded and unrecorded ways; and

WHEREAS, International Women’s Day has been observed since 1908 in the United States when 15,000 women marched in New York City to raise awareness of issues such as wages, shorter working hours, and voting rights; and

WHEREAS, women of every race, religion, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement since the turn of the 20th Century; and

WHEREAS, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS, despite these contributions, the role of women has been consistently overlooked and undervalued in the literature, teaching, labor, business and in history; and

WHEREAS, additional education is needed in order to increase the knowledge of all citizens relative to the contributions of women to the development of society; and

NOW, THEREFORE, BE IT RESOLVED, Reynolds School District publicly celebrates the month of March as Women’s History Month.

Adopted this 26th day of February 2025.

Signed:

Attest:

Chair, Reynolds School Board of Directors

Superintendent / Clerk



Resolution 2024-2025-018

Proclaiming the Celebration of Classified Employee Appreciation Week

WHEREAS, classified employees are the backbone of our public education system; and

WHEREAS, classified employees work directly with students, educators, parents, volunteers, business partners, and community members; and

WHEREAS, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition, and direct instruction of students; and

WHEREAS, our community depends upon, and trusts classified employees to serve students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

NOW, THEREFORE, BE IT RESOLVED that the Reynolds School District Board of Directors proclaims March 3-7, 2025, to be Classified School Employee Appreciation Week; and

BE IT FURTHER RESOLVED that the Reynolds School District Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this 26th day of February 2025.

Signed:

Attest:

Chair, Reynolds School Board of Directors

Superintendent / Clerk



Resolution 2024-2025-019

Proclaiming the Celebration of National School Social Worker Week

WHEREAS, in their important role in schools, social workers are able to help emphasize the whole child, collaborate with other professionals, link students and families with needed services, and advocate for students; and

WHEREAS, school social workers serve as vital members of a school's education team, playing a central role in creating partnerships between the home, school, and community to ensure student academic success; and

WHEREAS, school social workers are especially skilled in providing services to students who face serious challenges to school success including disability, poverty, discrimination, abuse, neglect, mental illness, homelessness, bullying, familiar stressors, and other barriers to learning; and

WHEREAS, school social workers, being licensed mental health professionals in our schools, provide direct services and necessary assessment, interventions, counseling, family outreach, and community referrals; and

WHEREAS, research indicates that school mental health programs improve educational outcomes by decreasing absences, dropout rates, and discipline referrals, while improving academic achievement; and

WHEREAS, school mental health programs are critical to early identification of, and early intervention for, mental health problems; and

NOW, THEREFORE, BE IT RESOLVED, Reynolds School District publicly thanks our school social workers for the vital role they play in the lives of students in our school district and recognizes March 2-8, 2025 as National School Social Worker Week.

Adopted this 26th day of February 2025.

Signed:

Attest:

Chair, Reynolds School Board of Directors

Superintendent / Clerk



Resolution 2024-2025-020

Proclaiming the Support of Gender Expansive Students and Staff

WHEREAS, it is the right of every child, regardless of gender identity, gender expression, or sexual orientation, to access a free public K-12 education and the District welcomes and supports all students; and

WHEREAS, every young person must have equal educational opportunity and freedom from the fear that their basic civil and educational rights will be taken away from them; and

WHEREAS, marginalized communities today are undergoing rapid social, cultural, and political change around policies and practices that are pertinent to the well-being of gender expansive youth; and

WHEREAS, the Reynolds Board of Education recognizes the importance of policies and practices that promote inclusion, belonging, respect, equity, and dignity for all students and staff; and

WHEREAS, Reynolds School District is committed to fostering a working, teaching, and learning environment that is physically, socially, and emotionally safe, inclusive, and affirming for all students and staff, regardless of sexual orientation, gender identity, or gender expression; and

WHEREAS, the Board of Education is also committed to honoring, valuing, and affirming our transgender, nonbinary, and all other LGBTQ2SIA+ students, staff, and families through our policies, practices, and curriculum; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education affirms its unwavering commitment to ensuring the safety, inclusion, belonging, and affirmation of sexual and gender diverse students and staff in all schools within the district; and

BE IT FURTHER RESOLVED, District prohibits discrimination against all persons, whether student, family/caregiver of a student, or District employee, on the basis of actual or perceived sexual orientation, gender identity, or gender expression, or the actual or perceived sexual orientation, gender identity, or gender expression of their associates; and

BE IT FURTHER RESOLVED, that the Board declares the District to be a Safe Space for its students and staff, meaning that the District is a place to work, to teach, to learn, to thrive, and to seek assistance, information, and support free from discrimination and bullying; and

BE IT FURTHER RESOLVED, that the Board will continue to implement and uphold policies that prohibit discrimination, harassment, and bullying based on sexual orientation, gender identity, or gender expression and will work to strengthen a culture of respect and belonging for all.

BE IT FINALLY RESOLVED, that the Reynolds Board of Education stands in solidarity with all students and staff and remains committed to upholding their rights, dignity, and educational success.

Adopted this 26th day of February 2025.

Signed:

Attest:

Chair, Reynolds School Board of Directors

Superintendent / Clerk



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Student Report

Type: Action Item Report / Presentation

Policy: BDDH: Public to be Heard; BDDH-AR: Public to be Heard at Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

Marginalized Students

Culturally Responsive Teaching

Student and Staff Wellness

Professional Development

Summary / Background:

According to policy BCBA-AR, student reporters may be appointed by each high school to provide school news to the Board at each Business Meeting.

Student reporters are encouraged to share news about school events, activities, sports, academic happenings and other high interest activities at the school.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



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To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Public to be Heard

Type: Action Item Report / Presentation

Policy: BDDH: Public to be Heard; BDDH-AR: Public to be Heard at Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

Members of the public will address the Board with comments and the Board will listen only. The Board may choose not to address a request if it does not fall within the scope of Board Governance. Oregon law prohibits the Board from discussing specific employees or their job performance.

Those wishing to speak must sign-up prior to the start of the meeting. The first 7 submissions will be able to speak for 3 minutes.

Written Public Comment can be submitted on the RSD website at any time.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



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To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Bargaining Group Updates

Type: Action Item Report / Presentation

Policy: BD/BDA: Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

Reynolds Education Association (REA) and Oregon School Employees Association, Chapter 37 (OSEA), will provide an update to the Board of Directors.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Mt. Hood Community College Bond Update

Type: Action Item Report / Presentation

Policy: BD/BDA: Board Meetings; BDDF: Conduct of Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |

Summary / Background:

The Mt. Hood Community College president and two board members will provide an update on their plan for a facilities bond.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Holly Langan, Executive Director of Financial Services

Subject: 2023-2024 District Audit Report

Type: Action Item Report / Presentation

Policy: DIE: Audits

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

The auditing firm of Pauly, Rogers and Co will present the annual comprehensive financial reports for Reynolds School District, HOLLA School, Multnomah Learning Academy, Reynolds Arthur Academy, and Rockwood Prep for fiscal year 2023-2024.

For the HOLLA School report, subsequent to the 2022-23 audit and the concerns the RSD Board expressed regarding GASB87 compliance, the school purchased, set up, and utilized DebtBook to track leases HOLLA School holds. Unfortunately, the auditor did not review the school's DebtBook information and therefore did not include it in the 2023-24 audit.

HOLLA School's current leases include a copy machine lease from Pacific Office Automation and their building lease through Reynolds School District.

This information will be included in the 2024-2025 audit.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.

REYNOLDS SCHOOL DISTRICT #7
MULTNOMAH COUNTY, OREGON

COMUNICATION TO THE GOVERNING BODY

FOR THE YEAR ENDED JUNE 30, 2024



12700 SW 72nd Ave.
Tigard, OR 97223



PAULY, ROGERS AND CO., P.C.
12700 SW 72nd Ave. ♦ Tigard, OR 97223
(503) 620-2632
www.paulyrogersandcocpas.com

January 31, 2025

To the Board of Directors
Reynolds School District No. 7
Multnomah, Oregon

We have audited the basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Reynolds School District No. 7 (the District) for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards and the Uniform Guidance*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Purpose of the Audit

Our audit was conducted using sampling, inquiries and analytical work to opine on the fair presentation of the basic financial statements and compliance with:

- generally accepted accounting principles and auditing standards
- the Oregon Municipal Audit Law and the related administrative rules
- federal, state and other agency rules and regulations related to expenditures of federal awards

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the basic financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the basic financial statements does not relieve you or management of your responsibilities. Our engagement letter details our nonaudit services we provide; these services do not constitute an audit under Government Auditing Standards.

In planning and performing our audit, we considered the system of internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the basic financial statements and not to provide assurance on the system of internal control over financial reporting. We also considered the system of internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of the basic financial statement amounts. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we examined, on a test basis, evidence about compliance with the types of compliance requirements described in the OMB's Compliance Supplement applicable to each of the major federal programs for the purpose of expressing an opinion on compliance with those requirements. While our audit provided a reasonable basis for our opinion, it does not provide a legal determination on compliance with those requirements.

Our responsibility for the supplementary information accompanying the basic financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the basic financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements; therefore, our audit involved judgment about the number of transactions examined and the areas to be tested.

Our audit included obtaining an understanding of the District and its environment, including the system of internal control, sufficient to assess the risks of material misstatement of the basic financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. We also communicated any control related matters that are required to be communicated under professional standards.

Results of Audit

1. Audit opinion letter - an unmodified opinion on the basic financial statements has been issued. This means we have given a "clean" opinion with no reservations.
2. State minimum standards – We found no exceptions or issues requiring comment.
3. Federal Awards – We found no issues of non-compliance and no questioned costs, except for one issue of non-compliance noted on Page 104. We have a responsibility to review these programs and give our opinion on the schedule of expenditures of federal awards, and tests of the internal control system, compliance with laws and regulations, and general and specific requirements mandated by the various awards.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used are described in Note 1 to the basic financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2024. We noted no transactions entered into during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the basic financial statements in the proper period.

Accounting estimates are an integral part of the basic financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the basic financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most significant estimates in the basic financial statements are the actuarial estimate of the District's portion of the statewide Net Pension Liability (or Asset), Other Post-Employment Benefits, Management's estimate of Accounts Receivable, Capital Asset Depreciation, and Value of Investments, which are based on estimated collectability of receivables, useful lives of assets and fair market values. We have evaluated the methods, assumptions, and data used to develop these estimates in determining that they were reasonable in relation to the basic financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The basic financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements or determined that their effects are immaterial. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, taken as a whole. There were immaterial uncorrected misstatements noted during the audit which were discussed with management. The uncorrected misstatements or the matters underlying them could potentially cause future period basic financial statements to be materially misstated, even if, in our judgment, such uncorrected misstatements are immaterial to the basic financial statements under audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the basic financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Pauly, Rogers and Co., P.C.

Management Representations

We have requested certain representations from management that are included in the management representation letter.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the basic financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards with management each year prior to our retention as the auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Required Supplementary Information

We applied certain limited procedures to the required supplementary information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the required supplementary information and do not express an opinion or provide any assurance on it.

Supplementary Information

We were engaged to report on the supplementary information, which accompany the basic financial statements but are not required supplementary information. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

Other Information

We were not engaged to report on the introductory section, compliance and other reports section, and statistical sections, as listed in the table of contents, which accompanies the basic financial statements but is not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Matters – Future Accounting and Auditing Issues

In order to keep you aware of new auditing standards issued by the American Institute of Certified Public Accountants and accounting statements issued by the Governmental Accounting Standards Board (GASB), we have prepared the following summary of the more significant upcoming issues:

GASB 101 – COMPENSATED ABSENCES

The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

This Statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used.

This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee’s pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources.

This Statement amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences.

Other Matters – Future Accounting and Auditing Issues (Continued)

GASB 102 – CERTAIN RISK DISCLOSURES

The requirements of this Statement are effective for fiscal years beginning after June 15, 2024, and all reporting periods thereafter. The requirements of this Statement will improve financial reporting by providing users of financial statements with essential information that currently is not often provided. The disclosures will provide users with timely information regarding certain concentrations or constraints and related events that have occurred or have begun to occur that make a government vulnerable to a substantial impact. As a result, users will have better information with which to understand and anticipate certain risks to a government’s financial condition.

State and local governments face a variety of risks that could negatively affect the level of service they provide or their ability to meet obligations as they come due. Although governments are required to disclose information about their exposure to some of those risks, essential information about other risks that are prevalent among state and local governments is not routinely disclosed because it is not explicitly required. The objective of this Statement is to provide users of government financial statements with essential information about risks related to a government’s vulnerabilities due to certain concentrations or constraints.

This Statement defines a *concentration* as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A *constraint* is a limitation imposed on a government by an external party or by formal action of the government’s highest level of decision-making authority. Concentrations and constraints may limit a government’s ability to acquire resources or control spending.

This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government’s vulnerability to the risk of a substantial impact. The disclosure should include descriptions of the following:

- The concentration or constraint
- Each event associated with the concentration or constraint that could cause a substantial impact if the event had occurred or had begun to occur prior to the issuance of the financial statements
- Actions taken by the government prior to the issuance of the financial statements to mitigate the risk.

Best Practices – Not Significant Deficiencies

1. Governing Board Monitoring

An integral part of internal controls is the monitoring of financial activities by those charged with the governance (the Board). This can be accomplished by asking specifically designed questions to senior staff, by reviewing financial statements and projections, and by comparing financial results to pre-established benchmarks. While the Board participates in the budget adoption process and receives staff prepared financial statements, these only partially fulfill the monitoring function. We recommend that the District continue to articulate their monitoring practices and record in the minutes when those activities occur.

2. Fidelity (Employee Honesty) Coverage

We found that the District often carries cash and investment balances in excess of the insurance coverage amount. We recommend that the Board examine this exposure risk and make a determination as to the amount of insurance coverage they feel is prudent in regard to their oversight.

3. Service Organization Control Report (SOC Report) - Education Service District

The District has contracted with a service provider for accounting and information technology services. The service provider does not have a SSAE 18 service provider report or internal control report covering their operations, accounting processing, and information technology controls. The possibility exists that errors or irregularities could exist and not be detected. We recommend the Board review the risks regarding contracting with service organizations and consider getting assurance from the service provider that will reduce risks, including being named on their insurance policies.

4. Service Organization Control Report (SOC Report) - 403(b) and 457 Plan Compliance

The Internal Revenue Service (IRS) has published final 403(b) regulations providing updated guidance on several administrative compliance requirements. The District has contracted with a third party to outsource compliance with these requirements. Noncompliance subjects the District to potential penalties and fines. Since the third party provider does not provide the District with a SSAE 18 service provider report or internal control report covering their operations, we recommend that the District monitor current practices to determine compliance with accountability requirements for Section 403(b) and Section 457 plans and consider the sufficiency of documentation received from the third party vendor to reduce the District's risks in this area.

5. Bank Reconciliations

During our testing of bank reconciliations, we noted that we did not see any documentation of a review occurring. Additionally, we noted one instance where a bank reconciliation was not prepared in a timely manner. We recommend that bank reconciliations are prepared and reviewed within a month of the bank statement closing date, and that the completion of the preparation and review processes are documented with a signature and date.

6. Stale Dated Checks

During our testing of bank reconciliations, we noted numerous uncleared checks were still included in the bank reconciliations. Although immaterial in total, we recommend that all stale dated checks be cleared in a timely manner or turned over to the state as unclaimed property in compliance with Oregon Unclaimed Property Law.

7. Federal Form I-9

During our testing of payroll, we noted instances where federal form I-9's were incomplete, completed using an expired form, or completed much later than the employee's start date. We recommend that all employees federal form I-9's be filled out completely, and be available for inspection, in accordance with federal guidelines, to avoid penalties for non-compliance.

8. Segregation of Duties

The Executive Director has the ability to approve purchases, access blank check stock, print checks, approve the check run, and is an authorized check signor. Consequently, the possibility exists that intentional or unintentional errors or irregularities could exist and not be promptly detected and opens up the possibility of management override of controls. We recommend that the Board continue to monitor the financial activities to mitigate this risk and consider obtaining additional fidelity (employee honesty) insurance coverage to compensate for this risk.

This information is intended solely for the information and use of the Board and management and is not intended to be and should not be used by anyone other than these specified parties.

ROY R ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

REYNOLDS SCHOOL DISTRICT NO. 7

MULTNOMAH COUNTY, OREGON

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024



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REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

Prepared by:
Financial Services Staff

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

BOARD OF DIRECTORS AS OF JUNE 30, 2024

BOARD OF DIRECTORS

TERM EXPIRES

Ana Gonzalez Muñoz, Chair	June 30, 2027
Aaron Muñoz, Vice Chair	June 30, 2025
Joyce Rosenau	June 30, 2025
Michael Reyes	June 30, 2025
Cayle Tern	June 30, 2025
Patty Carrera	June 30, 2027
Francisco Ibarra	June 30, 2027

Board Members receive mail at:
Superintendent
Attn: Board of Directors
Administrative Office
1204 N.E. 201st Avenue
Fairview, Oregon 97024

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

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MULTNOMAH COUNTY, OREGON

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REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

INTRODUCTORY SECTION



**Reynolds School District
Administration Offices**
1204 NE 201st Avenue
Fairview, OR 97024
(503) 661-7200 • fax (503) 667-6932

January 31, 2025

To Board of Education and Citizens of the Reynolds School District:

We are pleased to present the Annual Comprehensive Financial Report (ACFR) of the Reynolds School District, Reynolds School District No. 7 (the District) for the fiscal year ended June 30, 2024. This report is prepared in conformance with generally accepted accounting principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB).

The District's Financial Services Department prepared this report, and management assumes responsibility for the completeness, reliability, and accuracy of all the information presented.

The District's management has established a comprehensive framework that is designed both to protect the assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the District's financial statement in conformity with generally accepted accounting principles (GAAP) in the United States of America. Since the cost of internal controls should not outweigh their benefits, the District's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Awards

The District submitted the Annual Comprehensive Financial Report to Government Finance Officers Association (GFOA) and Association of School Business Officials International (ASBO) for submission for the financial rewards. For the 2021–22 Annual Comprehensive Financial Report, the District received the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association (GFOA) and Association of School Business Officials International (ASBO). The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The District will be submitting the 2023–24 Annual Comprehensive Financial Report to both GFOA and ASBO for consideration of the awards.

Independent Audit

The provisions of Oregon Revised Statutes require an independent audit of the financial records and fiscal affairs of the District. The auditors selected by the Board of Education, Pauly, Rogers and Company, P.C., have completed their audit of the financial statements and, accordingly, have issued an unmodified (“clean”) opinion on the Reynolds School, District’s financial statements for the year ended June 30, 2024. The independent auditors’ report is in front of the financial section of this report.

The Single Audit Act of 1984 and the Single Audit Act Amendments of 1996 require state and local governments that expend \$750,000 or more in federal assistance in a year have a special form of audit conducted for that year. Reynolds School District has issued a report on these requirements and the requirements of the implementing circular, U.S. Office of Management and Budget’s Circular A-133, Audits of State and Local Government. Pauly, Rogers and Company, P.C. has also provided various required reports. These reports are in the Single Audit Section of this report.

Management’s Discussion and Analysis

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management’s Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The District’s MD&A can be found immediately following the independent auditor’s report.

Profile of the District

Mission Statement:

We lead with equity to educate and support all students to graduate with skills and confidence to thrive.

Vision:

As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

Reynolds School District was confirmed in 1954 as a consolidation of the Fairview, Troutdale, and Wilkes elementary school districts. In 1975, Rockwood School District merged with Reynolds.

The District includes 11 elementary schools, three middle schools, one high school, one alternative school, five alternative programs, and four charter schools. Together, the district reflects a diverse geographic region, serving over 9,500 students with various backgrounds and speaking more than 72 languages. The high school consistently ranks as one of the largest, in terms of student population, in the state. Reynolds High School students may also attend the Center for Advanced Learning, a charter school partnership between four neighboring districts (Centennial, Corbett, Gresham-Barlow and Reynolds), where students can choose to focus on health sciences, engineering, or computer science.

The District, a fiscally independent entity, is organized with a seven-member elected Board of Directors and a board appointed budget committee. The School Board sets district policies, employs staff, and dedicates resources. It is the chief governing body and is exclusively responsible for its public policies and accountable for fiscal oversight. The chief administrative officer of the District is the superintendent who is appointed by the Board.

District management includes the Superintendent, Chief Academic Officer, Chief Operating Officer, Executive Director of Human Resources, Executive Director of Financial Services, Director of Communications, and 84.0 principals, vice-principals, and district administrators. The District's budget has 1,381.94 full-time equivalent (FTE) personnel, including principals, vice-principals, administrators, teachers, supervisors, secretarial staff, bus drivers, maintenance personnel, cafeteria staff, and other support staff.

Under Oregon State law, school districts are independent municipal corporations empowered to provide elementary and secondary educational services for the children residing within their boundaries. The District discharges this responsibility by building, operating and maintaining school facilities, developing, and maintaining approved educational programs and courses of study, including career/technical educational programs, and programs for English language learners and special needs students, and providing for transportation and feeding of students in accordance with District, State, and Federal programs. This report includes all funds of the District.

The average age of all buildings across the District is 35.2 years. The average age of school buildings across the District is 37.6 years.

The District spans from 141st Avenue to the Sandy River and from the Columbia River on the North to SE Market Street and SE Stark Street to the South. The District serves Portland, Gresham, Fairview, Wood Village, and Troutdale, and is a mix of urban and rural residential, high-tech manufacturing and farmland.

Appropriations and Budgetary Controls

Under Oregon Revised Statutes (33.710), school districts are municipal corporations empowered to provide elementary and secondary educational services for the children residing within their boundaries. Reynolds School District fulfills this responsibility by building, operating, and maintaining school facilities; developing and maintaining approved educational programs and courses of study; and transporting and feeding students in accordance with District, State and Federal program guidelines. This report includes all funds of the District.

The District is required by the State of Oregon to adopt an annual budget for all funds subject to the requirements of Municipal Audit Law as outlined in the 2017 Oregon Revised Statutes 297.405 to 297.555 and 297.990. The budget for each individual fund is a plan for the financial operations to be conducted during the coming fiscal year and is adopted annually, prior to July 1, by the Board of Education. The level of budgetary control, that is the level at which expenditure cannot legally exceed the appropriated amount, is established by major function category: Instruction, Support Services, Enterprise & Community Services, Facilities Acquisition & Construction, Debt Service, Transfers Out, Contingency and Ending Fund Balance. After adoption, the budget may be amended through procedures specified in State statute and Board policy.

Through the year, cash not required for current operations is invested in the State of Oregon Local Government Investment Pool or other Board approved investment depositories.

Factors Affecting Financial Condition

Statewide Revenue. Over the past two decades, several citizen initiatives have changed how Oregon funds public education, starting with Measure 5 in 1990. The property tax limitations enacted under Measure 5 and the later Measures 47 and 50 shifted the primary burden of paying for K–12 education from local property taxpayers to the state General Fund. This shift led the Legislature in 1991 to establish a school funding equalization formula. That funding formula, largely based on student enrollment numbers and student demographics, determines how much money each school district will receive from the State School Fund to fill the gap between the District’s local revenue (property taxes) and its equalization target under the formula. This shift affected how funds are provided to public schools, making them more dependent on the overall economy of Oregon.

Job Growth Factor. Information presented in the financial statements is best understood when it is considered from the broader perspective of the specific environment within which the District operates.

The Office of Economic Analysis (OEA), as of November 2024, is predicting the national economy will experience a post-pandemic “soft-landing” (i.e. economic normalization that avoids lapsing into a recession). As a result, the State of Oregon similarly faces improving economic prospects heading into the 2025-27 biennium. Recession risks have diminished appreciably as moderating price pressures have given policy makers that opportunity to begin lowering interest rates.

Oregon Forecast Summary

	Quarterly						Annual				
	2024:3	2024:4	2025:1	2025:2	2025:3	2025:4	2023	2024	2025	2026	2027
Personal Income (\$ billions)											
Nominal Personal Income	303.9	307.4	311.8	316.1	320.5	324.7	287.2	302.4	318.3	336.1	354.1
% change	3.8	4.6	5.8	5.7	5.6	5.4	5.7	5.3	5.3	5.6	5.4
Real Personal Income (base year=2017)	245.8	247.5	249.9	252.0	254.0	255.8	238.3	245.0	253.0	260.8	269.4
% change	2.5	2.9	3.9	3.4	3.2	2.9	1.8	2.8	3.2	3.1	3.3
Nominal Wages and Salaries	149.8	151.7	153.6	155.6	157.5	159.4	142.4	148.9	156.5	164.4	172.3
% change	3.9	5.4	4.9	5.2	5.0	5.0	4.8	4.6	5.1	5.0	4.8
Other Indicators											
Per Capita Income (\$1,000)	70.4	71.1	72.0	72.9	73.8	74.7	66.8	70.1	73.4	77.0	80.7
% change	3.3	4.1	5.1	5.1	5.1	4.8	5.0	4.9	4.7	5.0	4.8
Average Wage rate (\$1,000)	74.7	75.4	76.1	76.8	77.6	78.4	71.2	74.3	77.2	80.4	83.7
% change	3.8	3.5	3.7	4.1	4.1	4.1	2.7	4.3	3.9	4.1	4.2
Population (Millions)	4.3	4.3	4.3	4.3	4.3	4.3	4.30	4.31	4.34	4.36	4.39
% change	0.5	0.5	0.6	0.6	0.6	0.6	0.6	0.4	0.6	0.6	0.6
Housing Starts (Thousands)	14.6	15.1	15.4	15.6	16.0	16.8	18.1	14.4	16.0	18.3	19.5
% change	18.6	15.0	7.1	7.5	10.1	20.6	(9.3)	(20.5)	10.7	14.7	6.4
Unemployment Rate	4.2	4.2	4.2	4.2	4.3	4.3	3.7	4.2	4.2	4.3	4.4
Point Change	(0.0)	0.0	0.0	0.0	0.0	0.0	(0.2)	0.5	0.0	0.1	0.1

Source:

K-12 Revenue. Although Oregon had an improving economy, K–12 funding was far from stable. The 2023–25 Biennium budget from Governor Kate Brown is at \$10.2 billion with a 49/51 split between 2022–23 and 2023–24. The District’s greatest source of revenue comes from the State School Fund and is determined using projected student enrollment in the District and projected transportation expenditures.

The Legislature must deal with the long-term funding of the Public Employees Retirement System (PERS). Senate Bill 1049 was passed in the Spring of 2019 and has changed the current PERS system. Beginning July 2020, a portion of contributors’ 6% is redirected to an Employee Pension Stability Account. Even with this change, the outlook on the PERS system is still not positive. This is not a short-term problem and PERS rates are expected to increase substantially in the next biennium. Funding PERS obligations will affect public agencies and schools for at least the foreseeable future.

The District continues to meet the goal of maintaining 5% ending fund balance per Board Policy DBDB Fund Balance. Enrollment has stabilized, as is the trend across the state. The District’s prior year enrollment decline reflected student transfers to online schools, to other states, and to home schooling. Due to the important relationship between funding and enrollment, the District continues to monitor enrollment projections.

Long-Term Financial Planning

The District maintains 28 facilities totaling 1.4 million square feet. As is true of many school districts in the State of Oregon, funding for capital improvements is limited due to prioritization of limited District resources for direct support of student learning in the classroom. As a result, our facilities, some over 100 years old, are in dire need of improvements and/or replacement to meet current building codes, as well as expansions to serve our existing student population who experience over-crowding due to shortages of classroom and common spaces.

On May 19, 2015, the Reynolds School District successfully passed a \$125 million general obligation bond with the support of the region's devoted citizens. A bond premium was realized during the bond sale that increased the project budget by another \$14 million. A major component of this bond program was to include the construction of three new elementary schools at the existing sites of Fairview Elementary, Troutdale Elementary, and Wilkes Elementary. The bond program also included additions & renovations to be constructed at Reynolds High School.

For schools that were not part of the 2015 G.O. Bonds proceeds, the District will continue to annually increase capital improvements to sites and facilities to maintain District's assets. The most recent Facilities Master Plan was completed in March of 2021.

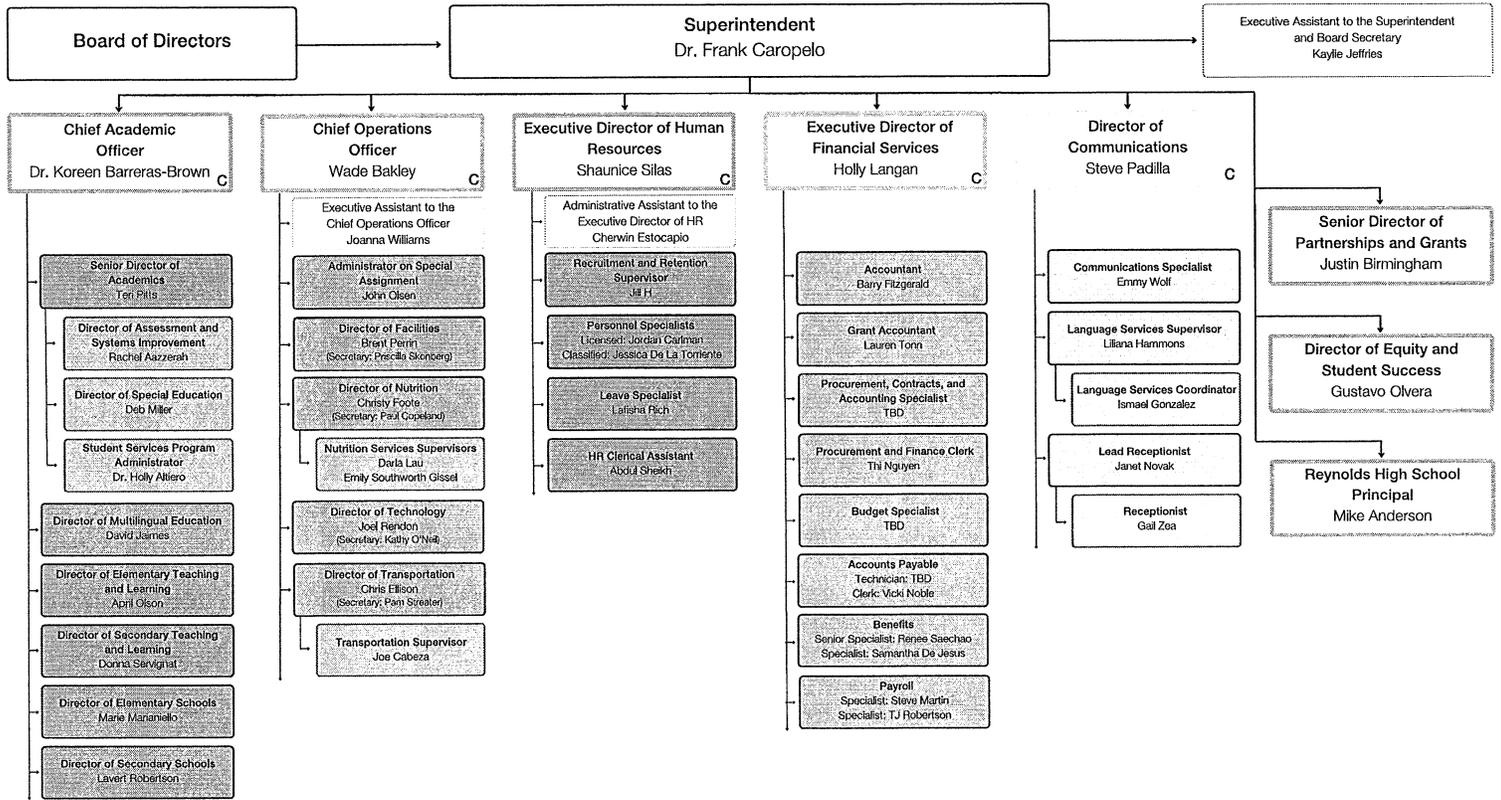
Facilities Master Plan - BRIC Architecture, Inc. - March 2021 or <https://www.reynolds.k12.or.us/facilities>

Acknowledgments

We wish to express our appreciation to the entire Reynolds Finance Department team and staff across departments who assisted in the preparation of this Annual Comprehensive Financial Report. We also wish to extend our appreciation to the members of the Board of Directors, administrators, employees of the District, and citizens for their support and dedication to the financial operations of the District.

Respectfully submitted,

Holly Langan, Executive Director of Financial Services



REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

FINANCIAL SECTION

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

INDEPENDENT AUDITOR'S REPORT



PAULY, ROGERS, AND Co., P.C.
12700 SW 72nd Ave. Tigard, OR 97223
(503) 620-2632
www.paulyrogersandcocpas.com

January 31, 2025

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Reynolds School District No. 7
Multnomah County, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Reynolds School District No. 7 (the District), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of June 30, 2024, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the basic financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the basic financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the basic financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the basic financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the basic financial statements.
- Obtain an understanding of the District's system of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's system of internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, except for budgetary statements included in the required supplementary information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The supplementary information, as listed in the table of contents, and the schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CRF) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The supplementary information, as listed in the table of contents, is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information, as listed in the table of contents, and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the other information, as listed in the table of contents and the list of board members before the table of contents, but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Report on Other Legal and Regulatory Requirements

In accordance with *Government Auditing Standards*, we have also issued our reports dated January 31, 2025 on our consideration of the internal control over financial reporting and on our tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of these reports are to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the internal control over financial reporting or on compliance. The reports are an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance.

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated January 31, 2025, on our consideration of compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION

MANAGEMENT'S DISCUSSION AND ANALYSIS

MANAGEMENT’S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2024

As management of Reynolds School District No. 7 (the District), we offer readers of the District’s financial statements this narrative overview and analysis of the financial activities for the fiscal year ending June 30, 2024.

The focus of the Management’s Discussion and Analysis (MD&A) is on current year activities, resulting changes, and currently known facts. The MD&A should be read in conjunction with the District’s financial statements, including the accompanying notes. Additionally, as a required part of the MD&A, comparative information for the current year is presented for financial analysis to enhance the understanding of the District’s financial performance.

Financial Highlights

- The government-wide financial statements show the assets and deferred outflows of resources of the District exceeded its liabilities and deferred inflows of resources by \$5.88 million (net position). Last year, the Total Net Position was (\$1.79) million due to the Long-Term Obligations, Net Pension Liability, Net Other Post Employment Benefit Obligation (OPEB), the Pension Related Deferrals for PERS, RHIA, Stipends and Healthcare. The Total Net Position increased during the 2023–24 fiscal year primarily due to a decrease in long-term debt and deferred inflows of resources, coupled with an increase in net investment in capital assets.
- At June 30, 2024, the District’s Total Net Position was \$5.88 million. This gap between Assets and Liabilities is an increase from the prior fiscal year when it was (\$1.79) million.
- At June 30, 2024, the District’s governmental funds had a combined ending fund balances of \$37.8 million. This represents an increase of \$5.6 million from the prior year, a 17% increase in the District’s financial position.
- At June 30, 2024, the General Fund had a fund balance of \$21 million, including a GASB 54 reporting requirement of \$370,090, from the Early Retirement Fund. GASB 54 requires the Early Retirement Fund’s ending fund balance be reported with the General Fund, rather than reporting with Other Government funds.

This Management’s Discussion and Analysis is intended to serve as an introduction to the District’s basic financial statements. The District’s basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements are designed to provide readers with a broad overview of the District’s finances in a manner similar to private-sector businesses.

- The *Statement of Net Position* presents information on all the District's assets plus deferred outflows of resources and liabilities plus deferred inflows of resources, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.
- The *Statement of Activities* presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes, and earned, but unused, vacation leave).

Both government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). As is typical for a school district, the Reynolds School District has governmental activities, such as regular and special education programs, child nutrition services, transportation, administration, and facilities improvements and construction. These activities are primarily financed through property taxes, Oregon's State School Fund, and other intergovernmental revenues. The District does not have any business-type activities.

The government-wide financial statements can be found on pages 1 and 2 of this report.

Fund Financial Statements are designed to demonstrate compliance with finance-related legal requirements overseeing the use of fund accounting. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities and objectives. All of the funds of the District are governmental funds. The School Board sets appropriations within every fund each year (for instruction, support services, enterprise and community services, facilities acquisition and construction, debt service, transfers, contingency, and unappropriated ending fund balance and other GASB 54 classifications) that establish the legal limits for expenditures of the District.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term* inflows and outflows of available resources, as well as balances of available resources at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and

the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District maintains nine major governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances. The District classifies these nine funds as major funds.

The District adopts an annual appropriated budget for all funds as stated above. A budgetary comparison statement has been provided for each fund individually to demonstrate compliance with their budgets.

The basic governmental fund financial statements can be found on pages 1 to 8 of this report.

Notes to the Basic Financial Statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 9 to 50 of this report.

Other information is included on the basic financial statements and accompanying notes. The State of Oregon requires governmental entities to provide financial information prepared in accordance with Oregon's Budgetary Law (Budgetary Basis). The District also includes additional supplemental information to assist the users of the financial statements in gaining an understanding of the District's financial position. Other information (both required and additional) can be found on pages 68 to 73 of this report.

Additionally, the Federal Government and the State of Oregon require Governmental entities to include additional auditor reports and schedules. The 2023–24 Auditors' Comments and Disclosure includes the auditor's report on internal accounting control and other matters. The Grant Compliance review includes a schedule of Federal Awards, on page 97, along with reports on internal control, program compliance and schedule of prior and current year audit findings relative to Federal awards. The required auditors' comments, disclosures and grant compliance review information can be found on pages 97 to 105 of this report.

Government-Wide Financial Analysis

Net Position

Net position may serve over time as a useful indicator of a government's financial position. The table below condenses the Statement of Net Position shown in the Basic Financial Statements.

	Governmental Activities		
	2024	2023	Increase/Decrease
Assets			
Current and other Assets	\$ 55,217,231	\$ 58,582,974	\$ (3,365,743)
Net Capital Assets	216,512,682	219,155,948	(2,643,266)
Total Assets	271,729,913	277,738,922	(6,009,009)
Deferred Outflows of Resources			
Pension Related Deferrals	22,500,714	28,920,530	(6,419,816)
Total Assets and Pension Related Deferrals	294,230,627	306,659,452	(12,428,825)
Liabilities			
Current Liabilities	32,415,842	26,492,705 *	5,923,137
Accrued Vacation Payable	217,851	228,126	(10,275)
Long Term Debt and Lease Liabilities	222,159,716	240,338,395 *	(18,178,679)
Total Liabilities	254,793,409	267,059,226	(12,265,817)
Deferred Inflows of Resources			
Pension Related Deferrals	33,560,748	41,388,863	(7,828,115)
Total Liabilities and Pension Related Deferrals	288,354,157	308,448,089	(20,093,932)
Net Position			
Net Investment in Capital Assets	97,377,373	89,747,546	7,629,827
Restricted for OPEB-RHIA Assets	2,737,226	1,768,062	969,164
Restricted for Debt Service	5,614,646	4,116,829 *	1,497,817
Restricted for State and Local Programs	-	505,538	(505,538)
Restricted for Food Service	150,990	483,674	(332,684)
Unrestricted	(100,003,765)	(98,410,286) *	(1,593,479)
Total Net Position	\$ 5,876,470	\$ (1,788,637)	\$ 7,665,107

*2023 MD&A corrected to agree with the Statement of Activities

Net investment in capital assets. As shown in the table above, the District's current net investment in capital assets is \$97.4 million, an increase of \$7.6 million over the prior year. The increase is the result of capital asset additions for building improvements, vehicles, and equipment. The net position component includes land, construction in process, building, improvements, vehicles and equipment, net of depreciation where applicable, and net of the related debt that was incurred to acquire those assets. Information about capital assets and their related debt is available in Note 7 – Capital Assets and Note 9 – Long Term Obligations.

Restricted net position increased by a total of \$1.7 million in 2023–24, primarily due to changes in Debt Service and OPEB-RHIA Assets.

Unrestricted net position has increased by \$1.6 million, from (\$98.4) million to (\$100) million. The negative balance in unrestricted net position results from the OPEB reporting

requirement and further explanation can be found in Note 12 – Defined Benefit Pension Plan and Note 13 – Other Post Employment Benefit Plan.

Statement of Activities			
	<u>2024</u>	<u>2023</u>	<u>Increase/Decrease</u>
Revenues			
Program Revenues			
Charges for Services	\$ 1,572,559	\$ 1,763,053	\$ (190,494)
Operating Grants and Contributions	37,261,494	56,984,350	(19,722,856)
General Revenues			
Property Taxes	44,333,997	43,244,689	1,089,308
State Support	104,944,772	97,556,829	7,387,943
Intermediate Sources	2,102,706	1,185,383	917,323
Earnings on Investments	2,345,113	1,447,315	897,798
Miscellaneous	7,381,234	4,998,410	2,382,824
Total Revenues	<u>199,941,875</u>	<u>207,180,029</u>	<u>(7,238,154)</u>
Expenses			
Instruction	105,520,780	111,565,668	(6,044,888)
Support Services	74,817,812	77,661,835	(2,844,023)
Enterprise and Community Services	6,696,482	7,051,839	(355,357)
Facilities Acquisition	-	267,248	(267,248)
Interest on Long-Term Debt	5,241,694	11,038,989	(5,797,295)
Total Expenses	<u>192,276,768</u>	<u>207,585,579</u>	<u>(15,308,811)</u>
Increase (decrease) in net position	7,665,107	(405,550)	8,070,657
NET POSITION - BEGINNING	(1,788,637)	(1,383,087)	(405,550)
Prior Period Adjustment	-	-	-
NET POSITION - ENDING	<u>\$ 5,876,470</u>	<u>\$ (1,788,637)</u>	<u>\$ 7,665,107</u>

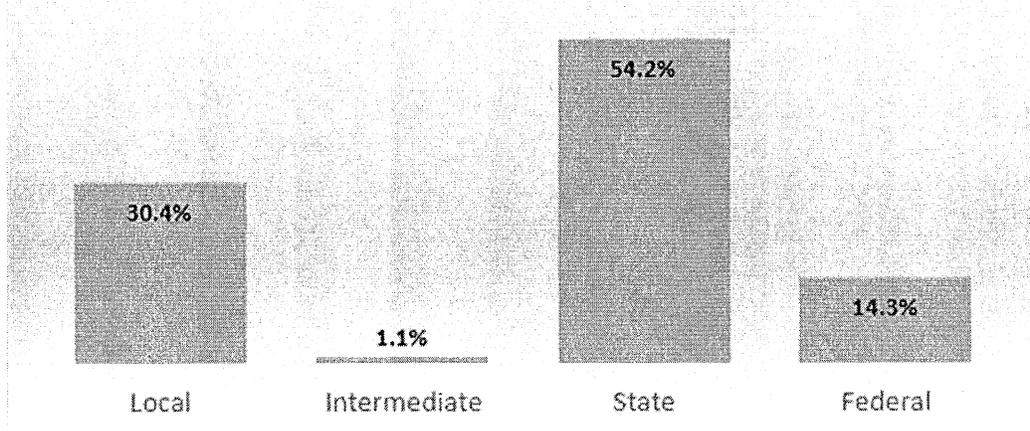
Revenues

Total revenues decreased by \$7.2 million from the prior year, primarily due to a decrease in Operating Grants and Contributions.

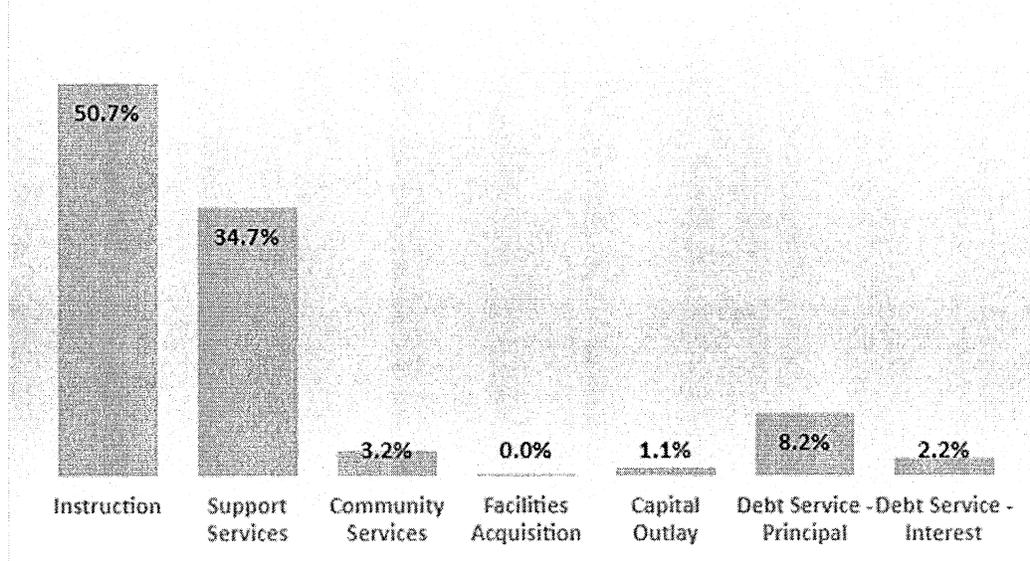
General Fund

Property taxes are divided between General Fund tax levies, and Debt Service requirements. The State School Fund (SSF) is the District’s largest revenue source. Each Oregon school district receives funding from the state based upon an Average Daily Membership (ADMw) formula, weighted for various demographic considerations. The formula is allocated by multiplying a dollar rate per student established by the legislature every biennium. All General Fund Ad Valorem Taxes, County School Fund, State School Support, Common School Fund, and Federal Forest Fees are included in the SSF formula. As a safety net, each district may utilize the highest ADMw from the current or most recent fiscal years in the calculation.

**Revenue Sources
Governmental Activities**



**Expenditures by Function
Governmental Activities**



Financial Analysis of the District's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the District's *governmental funds* is to provide information on relatively short-term cash flow and funding for future basic services. Such information is useful in assessing the District's financing requirements. In particular, *unassigned fund balance* and any unused *budgeted contingencies* may serve as a useful measure of the District's net resources available for spending at the end of the fiscal year.

As of June 30, 2024, the District's governmental funds reported combined ending fund balances of \$37.8 million.

General Fund

The General Fund is the primary operating fund of the District. As of June 30, 2024, the fund balance was \$21.0 million. This balance includes \$370,090 of the Early Retirement Fund. GASB 54 requires the Early Retirement Fund's ending fund balance be reported with the General Fund, instead of reporting with Other Government Funds.

Federal Programs Fund

Revenues in the Federal Programs Fund increased from \$24.5 million in 2022–23 fiscal year to \$37.3 million in 2023–24 fiscal year, while expenses increased from \$25.5 million to \$26.0 million. The fund began the year with a balance of (\$7.9) million and ended the year with a balance of \$380,000.

State and Local Programs Fund

Revenues in the State and Local Programs Fund decreased from \$21.3 million to \$17.7 million, expenses decreased from \$20.5 million to \$17.0 million. The fund began the year with a balance of \$3.5 million and ended the year with a balance of \$4.2 million.

Other Governmental Funds (Non-Major Funds)

Other Governmental Funds consists of Nutrition Services and Self Insurance Funds. These funds have increased in total fund balance from \$1.5 million in the 2022–23 fiscal year to \$2.2 million in the 2023–24 fiscal year, primarily due to an increase in revenue of \$884,000.

Debt Service Fund

This fund provided for the payment of principal and interest on long-term general obligation of governmental funds. The revenue source for this fund is the beginning fund balance. The total fund balance was \$1.29 million for the fiscal year 2023-24, an increase of \$6,380.

PERS Bond Fund

This fund provides for the payment of principal and interest of PERS UAL pension obligation bond. The revenue sources are charges to other funds. This fund has increased in total fund balance from \$441,408 in 2022–23 fiscal year to \$578,421 in fiscal year 2023–24, primarily due to changes in PERS revenues.

2015 GO Bond Debt Service Fund

This fund provides for the payment of principal and interest on long-term general obligation of governmental funds. The revenue sources for this fund are property taxes. This fund has increased in total fund balance from \$2.4 million in 2022–23 fiscal year to \$3.7 million in fiscal year 2023–24, primarily due to less expenditures than the prior year.

Capital Projects Fund

This fund provides for the payment of principal and interest on the 2010 Full Faith and Credit Refunding Obligation which was refunding with the 2020 Full Faith and Credit Refunding in 2020-21. Revenue sources for this fund are excise tax, interest earnings, sale of assets, transfers from other funds, and loan proceeds. This fund has increased in total fund balance from \$4.2 million in 2022–23 fiscal year to \$4.5 million in 2023–24, primarily due to an increase in excise tax collections.

Capital Asset and Debt Administration

Capital Assets

The District’s investment in capital assets for its governmental activities as of June 30, 2024 amounts to \$215.2 million net of accumulated depreciation. This investment in capital assets includes land, buildings, equipment, and vehicles.

Capital Assets (Net of Depreciation) includes the following:

	2024	2023	Increase/Decrease
Land	17,752,046	17,752,046	-
Buildings and Improvements	187,659,557	193,054,667	(5,395,110)
Vehicles and Equipment	9,761,044	6,705,046	3,055,998
	<u>215,172,647</u>	<u>217,511,759</u>	<u>(2,339,112)</u>

Additional information on the District’s capital assets can be found in Note 7 Capital Assets on page 21 of this report.

Long-term debt. As of June 30, 2024, the District had a total outstanding long-term debt of \$152.5 million consisting of general obligation debt and pension obligation debt, net of unamortized premium/discount. The total long-term debt decreased by \$17.8 million.

Long-Term Debt

	2024	2023	Increase/Decrease
Bonds Payable	137,880,955	154,373,282	(16,492,327)
Notes Payable	14,617,830	15,943,480	(1,325,650)
	<u>152,498,785</u>	<u>170,316,762</u>	<u>(17,817,977)</u>

Additional information on the District’s long-term debt can be found in Note 9 on pages 23 to 26 of this report.

Economic Factors and Next Year’s Budgets

- Resources supporting District General Fund operations primarily reflect local and state revenues, with additional income from federal, county, and other sources. The State School Fund formula determines the largest segment of resources. Most funding provided by the State to the District is based on the District’s average daily membership of students.
- Starting in March of 2020, The COVID-19 pandemic began making impacts and creating uncertainty during unprecedented challenges at the local, state, national, and global levels. The District continues to face challenges resulting from the pandemic and its effects on the economy. COVID Stimulus dollars sunset in September 2024 adding to the burden on General Fund dollars.
- Enrollment in our schools is projected to be relatively flat for 2024–25. Enrollment for the District as of October 1, 2023, was 9,613 students, a decline of 1,685 from a pre-

pandemic high of 11,298 from 2017-18. Students have not returned to in-person learning as expected due to the effects of the pandemic.

- The costs of salaries and related benefits are expected to increase in 2024–25. Cost of living increases range from four to seven percent depending on the employee collective bargaining agreements. No change to PERS rates will help offset the increased staffing cost, although PERS rates are expected to increase beginning in 2025 because of lower than anticipated earnings on investments. Utility costs continue to escalate.
- For the fiscal year 2024–25, the primary resources of budgeted revenue for all funds is \$243,111,860. General Fund resources are budgeted at \$162,883,907, Special Revenue Fund resources are \$47,484,598, Debt Services Fund resources are \$26,940,000 and Capital Project Funds are budgeted at \$5,803,355.
- School Board policy mandates that the District budget must, at a minimum, plan for an ending fund balance of five percent of the total adopted revenues. The Board can take formal action to waive or lower the requirement. This reserve is maintained to absorb economic downturns, state revenue-sharing reductions and other revenue shortfalls, and will prudently be used when needed to provide stability of core programs and legally required activities to every child.
- The District has analyzed its financial holdings and does not anticipate any liquidity problems in the next 12 months.
- The District, through prudent fiscal management, maintains a healthy financial position to provide the quality education deserved by every child.

The District’s Budget Committee and School Board considered all of these factors while preparing the District’s budget for the 2024-2025 fiscal year.

Requests for Information

This financial report is designed to present the user (citizens, taxpayers, investors, and creditors) with a general overview of the District’s finances and to demonstrate the District’s accountability. Questions concerning any of the information provided in this report or requests for additional information should be address to the Executive Director of Financial Services at 1204 NE 201st Ave, Fairview OR 97024. Electronic copies of this report may be found at the district website:

<https://www.reynolds.k12.or.us/fs/financial-reports>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

BASIC FINANCIAL STATEMENTS

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

STATEMENT OF NET POSITION
June 30, 2024

	Governmental Activities
ASSETS	
Cash and Investments	\$ 36,715,174
Receivables:	
Accounts and Grants	12,264,140
Lease	240,318
Property Taxes	1,306,384
Supply Inventories & Assets Held for Resale	247,892
Other Prepaid Expenses	634,037
Equity in CAL	1,072,060
Total OPEB Asset - RHIA	2,737,226
Capital Assets	
Right-To-Use Asset, Net of Amortization	520,199
SBITA Asset, net of amortization	819,836
Capital Assets, Non-Depreciable	17,752,046
Capital Assets, Depreciable, Net	197,420,601
Total Assets	271,729,913
DEFERRED OUTFLOWS OF RESOURCES	
Pension Related Deferrals - PERS	20,955,261
OPEB Related Deferrals - Stipends	281,977
OPEB Related Deferrals - Health Care	1,205,769
OPEB Related Deferrals - RHIA	57,707
Total Deferred Outflows	22,500,714
TOTAL ASSETS AND PENSION RELATED DEFERRALS	294,230,627
LIABILITIES	
Accounts Payable	3,204,462
Accrued Salaries and Benefits	8,538,742
Accrued Vacation Payable	217,851
Bond & Note Interest Payable	149,484
Net Pension OPEB Liability - Health Care, due in one year	677,395
Noncurrent liabilities:	
Lease Liabilities Due within one year	53,430
Lease Liabilities Due in more than one year	478,501
SBITA Liabilities Due within one year	330,580
SBITA Liabilities Due in more than one year	440,261
Long-Term Obligations Due within one year	19,461,749
Long-Term Obligations Due in more than one year	133,037,036
Proportionate share of Net PERS Pension Liability, due in more than one year	77,140,995
Net Pension OPEB Liability - Stipends, due in more than one year	1,735,416
Net Pension OPEB Liability - Health Care, due in more than one year	9,327,507
Total Liabilities	254,793,409
DEFERRED INFLOWS OF RESOURCES	
Pension Related Deferrals - PERS	24,504,034
OPEB Related Deferrals - Stipends	650,357
OPEB Related Deferrals - Health Care	7,636,817
OPEB Related Deferrals - RHIA	535,565
Deferred Inflow - Lease	233,975
Total Deferred Inflows	33,560,748
TOTAL LIABILITIES AND PENSION RELATED DEFERRALS	288,354,157
NET POSITION	
Net Investment in Capital Assets	97,377,373
Restricted for OPEB-RHIA Asset	2,737,226
Restricted for Debt Service	5,614,646
Restricted for Food Service	150,990
Unrestricted	(100,003,765)
Total Net Position	\$ 5,876,470

The notes to the basic financial statements are an integral part of this statement

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**STATEMENT OF ACTIVITIES
For the year ended June 30, 2024**

<u>Functions/Programs</u>	<u>Expenses</u>	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Governmental Activities
Instruction	\$ 106,824,895	\$ 529,997	\$ 17,980,108	\$ (88,314,790)
Support Services	73,451,327	357,123	12,850,678	(60,243,526)
Community Services	6,765,065	685,439	6,430,708	351,082
Facilities Acquisition	-	-	-	-
Unallocated Depreciation	-	-	-	-
Interest on Long-Term Debt	5,235,481	-	-	(5,235,481)
Total Governmental Activities	\$ 192,276,768	\$ 1,572,559	\$ 37,261,494	(153,442,715)
 General Revenues:				
				32,430,006
				11,903,991
				104,944,772
				2,102,706
				2,345,113
				7,381,234
				161,107,822
			Change in Net Position	7,665,107
			Net Position - Beginning	(1,788,637)
			Net Position - Ending	\$ 5,876,470

The notes to the basic financial statements are an integral part of this statement

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2024

	GENERAL FUND	FEDERAL PROGRAMS FUND	DEBT SERVICE FUND	PERS BOND FUND	2015 GO BOND DEBT SERVICE FUND
ASSETS:					
Cash & Equity in Pooled Cash	\$ 30,028,748	\$ -	\$ 7,617	\$ 283,291	\$ 4,699,066
Receivables:					
Accounts and Grants	1,218,687	8,102,792	-	34,701	38,209
Property Taxes	958,407	-	-	-	347,977
Lease	240,318	-	-	-	-
Interfund Receivable	370,090	-	1,279,680	260,429	-
Prepaid	634,037	-	-	-	-
Inventory & Property Held for Resale	-	-	-	-	-
Total Assets	\$ 33,450,287	\$ 8,102,792	\$ 1,287,297	\$ 578,421	\$ 5,085,252
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES:					
Liabilities:					
Accounts Payable	\$ 2,091,951	\$ 488,055	\$ -	\$ -	\$ -
Accrued Salaries and Benefits	8,538,742	-	-	-	-
Retainage Payable	-	-	-	-	-
Unearned Revenue	-	-	-	-	-
Interfund Payable	835,319	7,234,316	-	-	1,060,085
Total Liabilities	11,466,012	7,722,371	-	-	1,060,085
Deferred Inflows of Resources:					
Grants	-	-	-	-	-
Lease	233,975	-	-	-	-
Property Taxes	761,879	-	-	-	276,239
Total Deferred Inflows of Resources	995,854	-	-	-	276,239
Fund Balances (Deficit):					
Nonspendable	634,037	-	-	-	-
Restricted:					
Debt Service	-	-	1,287,297	578,421	3,748,928
State & Local Programs	-	-	-	-	-
Federal Programs	-	-	-	-	-
Food Service	-	-	-	-	-
Committed:					
Early Retirement	370,090	-	-	-	-
Self Insurance	-	-	-	-	-
State & Local Programs	-	-	-	-	-
Assigned	-	-	-	-	-
Unassigned	19,984,294	380,421	-	-	-
Total Fund Balances (Deficit)	20,988,421	380,421	1,287,297	578,421	3,748,928
Total Liabilities and Fund Balances	\$ 33,450,287	\$ 8,102,792	\$ 1,287,297	\$ 578,421	\$ 5,085,252

The notes to the basic financial statements are an integral part of this statement

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2024

	<u>CAPITAL PROJECTS FUND</u>	<u>STATE & LOCAL PROGRAMS FUND</u>	<u>OTHER GOVERNMENTAL FUNDS</u>	<u>TOTAL GOVERNMENTAL FUNDS</u>
ASSETS:				
Cash & Equity in Pooled Cash	\$ 1,105,182	\$ 499,851	\$ 91,419	\$ 36,715,174
Receivables:				
Accounts and Grants	-	1,860,711	1,009,040	12,264,140
Property Taxes	-	-	-	1,306,384
Lease	-	-	-	240,318
Interfund Receivable	3,355,567	2,947,846	1,784,005	9,997,617
Prepaid	-	-	-	634,037
Inventory & Property Held for Resale	-	-	247,892	247,892
	<u>4,460,749</u>	<u>5,308,408</u>	<u>3,132,356</u>	<u>61,405,562</u>
Total Assets	<u>\$ 4,460,749</u>	<u>\$ 5,308,408</u>	<u>\$ 3,132,356</u>	<u>\$ 61,405,562</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES:				
Liabilities:				
Accounts Payable	\$ 3,752	\$ 539,132	\$ 81,572	\$ 3,204,462
Accrued Salaries and Benefits	-	-	-	8,538,742
Unearned Revenues	-	579,411	-	579,411
Interfund Payable	-	-	867,897	9,997,617
	<u>3,752</u>	<u>1,118,543</u>	<u>949,469</u>	<u>22,320,232</u>
Total Liabilities	<u>3,752</u>	<u>1,118,543</u>	<u>949,469</u>	<u>22,320,232</u>
Deferred Inflows of Resources:				
Grants	-	-	-	-
Lease	-	-	-	233,975
Property Taxes	-	-	-	1,038,118
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,272,093</u>
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,272,093</u>
Fund Balances (Deficit):				
Nonspendable	-	-	247,892	881,929
Restricted:				
Debt Service	-	-	-	5,614,646
Food Service	-	-	150,990	150,990
Committed:				
Early Retirement	-	-	-	370,090
Self Insurance	-	-	1,784,005	1,784,005
State & Local Programs	-	4,189,865	-	4,189,865
Assigned	4,456,997	-	-	4,456,997
Unassigned	-	-	-	20,364,715
	<u>4,456,997</u>	<u>4,189,865</u>	<u>2,182,887</u>	<u>- 37,813,237</u>
Total Fund Balances (Deficit)	<u>4,456,997</u>	<u>4,189,865</u>	<u>2,182,887</u>	<u>- 37,813,237</u>
Total Liabilities and Fund Balances	<u>\$ 4,460,749</u>	<u>\$ 5,308,408</u>	<u>\$ 3,132,356</u>	<u>\$ 61,405,562</u>

The notes to the basic financial statements are an integral part of this statement

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**Reconciliation of the Governmental Funds
Balance Sheet to the Statement of Net Position
June 30, 2024**

TOTAL FUND BALANCES-GOVERNMENTAL FUNDS		\$	37,813,237
Capital assets are not financial resources and therefore are not reported in the governmental funds.			
Right-to-Use Assets		\$	2,104,847
Accumulated Amortization			(764,812)
Cost			322,995,181
Accumulated Depreciation			<u>(107,822,534)</u>
			216,512,682
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.			
Grant receivables uncollected or collected but not considered available			579,411
A portion of the property taxes are collected after year-end but are not available soon enough to pay for the current years' operations, and therefore are not reported as			
			1,038,118
The Net PERS Pension Asset (Liability) is the difference between the total pension liability and the assets set aside to pay benefits earned to past and current employees			
			(77,140,995)
The Net RHIA Asset is the difference between the total OPEB liability and the assets set aside to pay benefits earned to past and current employees and beneficiaries.			
			2,737,226
The Net OPEB Stipends Obligation is the difference between the total pension stipend liability and the assets set aside to pay benefits earned to past and current employees			
			(1,735,416)
The OPEB Liability for health care is the difference between the total healthcare benefit liability and the assets set aside to pay benefits earned to past and current			
			(10,004,902)
Deferred Inflows and Outflows of resources related to the pension plan include differences between expected and actual experience, changes of assumptions, differences between projects and actual earning, and contributions subsequent to the			
Net PERS Pension and OPEB Related			
Deferrals			
Deferred Outflows - PERS			20,955,261
Deferred Inflows - PERS			(24,504,034)
Deferred Outflows - OPEB Stipends			281,977
Deferred Inflows - OPEB Stipends			(650,357)
Deferred Outflows - OEPB Health Care			1,205,769
Deferred Inflows - OPEB Health Care			(7,636,817)
Deferred Outflows - OPEB RHIA			57,707
Deferred Inflows - OPEB RHIA			<u>(535,565)</u>
			(10,826,059)
Equity interest in the Center for Advanced Learning (CAL) is not reported in the governmental funds:			
			1,072,060
Long-term liabilities applicable to the governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Interest on long-term debt is not accrued in the governmental funds, but rather is recognized as an expenditure when due.			
Long term Liabilities:			
Accrued Vacation Payable			(217,851)
Lease liabilities (right-to-use assets)			(531,931)
SBITA Liabilities (right-to-use-assets)			(770,841)
Bond & Note Interest Payable			(149,484)
Debt Obligations			<u>(152,498,785)</u>
			<u>(154,168,892)</u>
TOTAL NET POSITION		\$	<u><u>5,876,470</u></u>

The notes to the basic financial statements are an integral part of this statement

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the year ended June 30, 2024

	GENERAL FUND	FEDERAL PROGRAMS FUND	DEBT SERVICE FUND	PERS BOND FUND	2015 GO BOND DEBT SERVICE FUND
REVENUES:					
Local Sources	\$ 35,483,131	\$ 7,853,968	\$ 6,380	\$ 10,412,503	\$ 12,131,718
Intermediate Sources	2,036,593	-	-	-	-
State Sources	105,211,315	-	-	-	-
Federal Sources	288,395	26,416,571	-	-	-
Total Revenues	143,019,434	34,270,539	6,380	10,412,503	12,131,718
EXPENDITURES:					
Current:					
Instruction	88,574,030	15,360,530	-	-	-
Support Services	57,437,514	8,945,026	-	-	-
Community Services	100,362	420,346	-	-	-
Facilities Acquisition	-	-	-	-	-
Capital Outlay	1,161,753	1,260,331	-	-	-
Debt Service - Principal	200,000	-	-	9,070,245	7,716,075
Debt Service - Interest	-	-	-	1,205,245	3,061,219
Total Expenditures	147,473,659	25,986,233	-	10,275,490	10,777,294
Revenues over (under) expenditures	(4,454,225)	8,284,306	6,380	137,013	1,354,424
Other Financing Sources, (Uses):					
Transfers In	-	-	-	-	-
Transfers Out, Net	(1,397,455)	-	-	-	-
Total other financing sources (Uses)	(1,397,455)	-	-	-	-
Net Change in Fund Balance	(5,851,680)	8,284,306	6,380	137,013	1,354,424
Fund balance, beginning	26,840,101	(7,903,885)	1,280,917	441,408	2,394,504
Fund balance, ending	<u>\$ 20,988,421</u>	<u>\$ 380,421</u>	<u>\$ 1,287,297</u>	<u>\$ 578,421</u>	<u>\$ 3,748,928</u>

The notes to the basic financial statements are an integral part of this statement

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the year ended June 30, 2024

REVENUES:	CAPITAL PROJECTS FUND	STATE & LOCAL PROGRAMS FUND	OTHER GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
Local Sources	\$ 377,465	\$ 1,060,242	\$ 1,108,880	\$ 68,434,287
Intermediate Sources	-	427,187	-	2,463,780
State Sources	-	16,206,495	481,634	121,899,444
Federal Sources	-	-	5,575,190	32,280,156
Total Revenues	377,465	17,693,924	7,165,704	225,077,667
EXPENDITURES:				
Current:				
Instruction	-	7,275,298	-	111,209,858
Support Services	-	9,666,790	48,087	76,097,417
Community Services	-	65,582	6,464,075	7,050,365
Facilities Acquisition	8,918	3,584	-	12,502
Capital Outlay	-	11,200	-	2,433,284
Debt Service - Principal	925,000	-	-	17,911,320
Debt Service - Interest	501,250	-	-	4,767,714
Total Expenditures	1,435,168	17,022,454	6,512,162	219,482,460
Revenues over (under) expenditures	(1,057,703)	671,470	653,542	5,595,207
Other Financing Sources, (Uses):				
Transfers In	1,351,250	-	46,205	1,397,455
Transfers Out	-	-	-	(1,397,455)
Total other financing sources (Uses)	1,351,250	-	46,205	-
Net Change in Fund Balance	293,547	671,470	699,747	5,595,207
Fund balance, beginning	4,163,450	3,518,395	1,483,140	32,218,030
Fund balance, ending	\$ 4,456,997	\$ 4,189,865	\$ 2,182,887	\$ 37,813,237

The notes to the basic financial statements are an integral part of this statement

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

Reconciliation of the Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
to the Statement of Activities
For the year ended June 30, 2024

TOTAL NET CHANGES IN FUND BALANCES-GOVERNMENTAL FUNDS	\$	5,595,207
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Governmental funds report capital outlay as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlay in the current period:

Less current year amortization	\$ (477,252)	
Expenditures for capital assets	4,592,316	
Less current year depreciation	<u>(6,931,428)</u>	(2,816,364)

Long-term debt proceeds are reported as other financing sources in governmental funds. In the Statement of Net Position, however, issuing long-term debt increases liabilities. Similarly, repayment of principal is an expenditure in the governmental funds but reduces the liability government-wide.

Principal Payments on SBITA Liabilities	423,987	
Principal Payments on Lease Liabilities	72,361	
Principal Payments on Bond Payables	15,781,075	
Principal Payments on Note Payables	<u>1,210,714</u>	17,488,137

Governmental funds report the effect of premiums and discounts when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Amortization of bond premiums	711,252	
Amortization of note premiums	<u>114,936</u>	826,188

Net Pension Income/(Expense) - Stipends	(51,571)
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Net OPEB Income/(Expense) - Health Care	(298,170)
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Net OPEB Income/(Expense) - RHIA	327,845
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In the Statement of Activities interest is accrued on long-term debt, whereas in the governmental funds it is recorded as an expense when due.	19,728
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the fund	
Grant receivables uncollected or collected but not considered available	(13,831,206)

Property taxes that do not meet the measurable and available criteria are not recognized as revenue in the current year in the governmental funds. In the Statement of Activities property taxes are recognized as revenue when levied.

Change in General Fund	89,085	
Change in Debt Service Fund	<u>27,141</u>	116,226

Changes in equity in the Center for Advanced Learning (CAL) is not reported in the governmental funds:	(9,896)
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The PERS Pension Income (Expense) represents the changes in Net Pension Asset (Liability) from year to year due to Changes in total pension liability and the fair value of pension	288,708
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Compensated absences are recognized as expenditure in the governmental funds when they are paid. In the Statement of Activities these liabilities are recognized as an expenditure when earned.	10,275
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CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	<u>7,665,107</u>
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The notes to the basic financial statements are an integral part of this statement

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. THE FINANCIAL REPORTING ENTITY

Reynolds School District No. 7 (the District) is a municipal corporation governed by an elected Board of Directors. The Superintendent is approved by the Board. The daily functioning of the District is under the supervision of the Superintendent. As required by generally accepted accounting principles in the United States of America, all activities of the District have been included in these basic financial statements. The District does not have any business type activities.

The District qualifies as a primary government since it has a separately elected governing body, is a legally separate entity, and is fiscally independent. There are various governmental agencies and special service districts, which provide services within the District's boundaries. However, the District is not financially accountable for any of these entities, and therefore, none of them are considered component units, as defined by GASB Statement 61, or included in these basic financial statements.

The basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the governing body and establishes governmental accounting and financial reporting principles. The more significant accounting policies are described below.

B. GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) display information about the District as a whole. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. All direct expenses are reported by function in the Statement of Activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment, and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. The District has a negotiated indirect cost rate with Oregon Department of Education that is applied to grant funds as allowable by the grant, no other de minimus rate is applied. Interest on general long-term debt is considered an indirect expense and is reported separately on the Statement of Activities.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements. The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Net position is reported as restricted when constraints placed on net position use are either externally restricted, imposed by creditors, or through constitutional provisions or enabling resolutions.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenues are considered to be available if they are collected within 60 days of the end of the current fiscal year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, pension costs, and OPEB obligations are recorded only when payment is due.

Property taxes associated with the current fiscal period, are considered by management to be susceptible to accrual, if received in cash or a County collecting such taxes within 60 days after year-end. All other revenue items are recognized in the accounting period when they become both measurable and available. All other revenue items are considered to be measurable and available only when cash is received.

The following major governmental funds are reported:

GENERAL FUND

This fund accounts for all financial resources and expenditures, except those required to be accounted for in another fund. The principal revenue sources are property taxes and an apportionment from the State of Oregon School Support Fund.

FEDERAL PROGRAMS FUND

This fund accounts for expenditures of federal grant funds. The principal revenue source is federal grant monies.

DEBT SERVICE FUND

This fund accounts for the payment of principal and interest general obligation bonds. The principal revenue source is fund balance.

PERS BOND FUND

This fund accounts for the payment of principal and interest on pension bonds. The principal revenue source is Services Charged to Other Funds.

2015 GO BOND DEBT SERVICE FUND

This fund accounts for the payment of principal and interest for the two general obligation bonds the District received in 2015 and are to be used to finance several specific capital projects as dictated by the bonds' ballot measure. The principal revenue sources are property taxes and associated interest.

CAPITAL PROJECTS FUND

This fund accounts for major capital outlay expenditures relating to the acquisition, construction and remodeling of facilities. Principal revenue sources include school construction excise tax, sales of property and transfers from other funds.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

STATE AND LOCAL PROGRAMS FUND

This fund accounts for expenditures of state grant funds. The principal revenue source is state grant monies.

Two non-major funds are reported as a combined total on the fund financial statements. These funds are not considered major because of the level of activity within them.

FUND BALANCE

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions* is followed. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the five classifications are nonspendable, restricted, committed, assigned, and unassigned.

- Nonspendable fund balance represents amounts that are not in a spendable form. The nonspendable fund balance represents inventories and prepaids.
- Restricted fund balance represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed fund balance represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned fund balance represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body or by an official to whom that authority has been given by the governing body. Authority to classify portions of ending fund balance as assigned is granted to the Clerk and the Deputy Clerk.
- Unassigned fund balance is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

Restricted resources are spent first when both restricted and unrestricted (committed, assigned or unassigned) resources are available for expenditures. When unrestricted resources are spent, the order of spending is committed (if applicable), assigned (if applicable) and unassigned.

The Board of Directors therefore adopted Policy DBDB whereby the Superintendent or designee is directed to manage the adopted budget in such a way as to ensure an ending fund balance of at least 5 percent of total adopted revenues.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

Special Revenue Fund Rolled into the General Fund for GASB 54 Purposes

Financial statements must report as Special Revenue funds only those which have a substantial portion of revenue inflows from restricted or committed revenue sources. The Retirement Fund is combined into the General Fund because there are no restricted or committed revenues.

NET POSITION

Net position comprises the various net earnings from operations, non-operating revenues, expenses and contributions of capital. Net position is classified in the following three categories:

- Net Investment in Capital Assets – consists of all capital assets reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- Restricted – consists of external constraints placed on asset use by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. There is net position restricted for grants, debt service, and the OPEB RHIA asset.
- Unrestricted – consists of all other assets that are not included in the other categories previously mentioned.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

As a general rule the effect of internal activity has been eliminated from the government-wide financial statements; however, the effects of interfund services provided and used between functions are reported as expenses and program revenues at amounts approximating their external exchange value.

DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

In addition to assets, the basic financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. At June 30, 2024, there were deferred outflows representing PERS pension related deferrals, OPEB related deferrals for stipends, OPEB related deferrals for health care and OPEB related deferrals reported for RHIA reported in the statement of net position.

In addition to liabilities, the basic financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. At June 30, 2024, there were deferred inflows representing GASB 87 Lessor, PERS pension related deferrals, OPEB related deferrals for stipends, OPEB related deferrals for health care, and OPEB related deferrals for RHIA reported in the statement of net position. The governmental funds balance sheet reports unavailable revenues from two sources – property taxes and grants. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

D. ASSETS, LIABILITIES, AND NET POSITION OR EQUITY

CASH AND INVESTMENTS

For the purpose of the Statement of Net Position and the Balance Sheet, money in the Oregon State Local Government Investment Pool, savings deposits and demand deposits are considered to be cash and cash equivalents. Investments with a remaining maturity of more than one year at the time of purchase are stated at fair value.

OTHER POST-EMPLOYMENT BENEFITS (HEALTH CARE)

Eligible employees who elect supplemental retirement may be entitled to payment of group medical insurance premiums. The costs of these premiums are recorded as expenditures as due and funded on a current basis.

PROPERTY TAXES

Uncollected real and personal property taxes are reflected on the Statement of Net Position and the Balance Sheet as receivables. Uncollected taxes are deemed by management to be substantially collectible or recoverable through liens; therefore, no allowance for uncollectible taxes has been established. All property taxes receivable are due from property owners within the District. Under state law, county governments are responsible for extending authorized property tax levies, computing tax rates, billing and collecting all property taxes, and making periodic distributions of collections to entities levying taxes. Property taxes become a lien against the property when levied on July 1 of each year and are payable in three installments due on November 15, February 15 and May 15. Property tax collections are distributed monthly except for November, when such distributions are made weekly.

SUPPLY INVENTORIES, ASSETS HELD FOR RESALE, AND OTHER PREPAID ITEMS

District operating supplies, maintenance supplies, and food and other cafeteria supplies are stated at average invoice cost. Commodities purchased from the United States Department of Agriculture in the Food Service Fund are included in inventories at USDA wholesale value. Inventory is accounted for on the consumption method in the government wide financial statements as well as the governmental fund financial statements. Under the consumption method, inventory is expensed when used. Donated commodities consumed during the year are reported as revenues and expenditures. The amount of unused donated commodities at the Balance Sheet date is considered immaterial by management for reporting purposes.

ACCOUNTS AND OTHER RECEIVABLES

Accounts and other receivables are comprised primarily of claims for reimbursement of costs under various federal, state and local grants. Amounts due from Federal agencies are considered by management to be fully collectible. An allowance for uncollectible accounts receivable from the public is established when management determines that collection is unlikely to occur. At June 30, 2024, management considers all accounts, including those from the public, fully collectible.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

GRANT ACCOUNTING

Unreimbursed expenditures due from grantor agencies are reflected in the basic financial statements as receivables and revenues. Grant revenues are recorded at the time eligible expenditures are incurred. Cash received from grantor agencies in excess of related grant expenditures are recorded as unearned revenue on the Statement of Net Position and the Balance Sheet.

COMPENSATED ABSENCES

It is the policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since there is no policy to pay any amounts when an employee separates from service with the District. All vacation pay is accrued when incurred in the government-wide financial statements and expensed when used in the fund financial statements.

CAPITAL ASSETS

Capital assets are recorded at original cost or estimated original cost. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are recorded at their acquisition value on the date donated. Capital assets are defined as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Interest incurred during construction is not capitalized. The cost of routine maintenance and repairs that do not add to the value of the assets or materially extend asset lives are charged to expenditures as incurred and not capitalized. Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	10 to 50 years
Vehicles and Equipment	5 to 30 years

LEASE ASSETS (RIGHT-TO-USE ASSETS)

Lease assets are assets which the government leases for a term of more than one year. The value of leases is determined by the net present value of the leases at the government's incremental borrowing rate at the time of the lease agreement, amortized over the term of the agreement.

LEASE PAYABLE

In the government-wide financial statements, leases payable are reported as liabilities in the Statement of Net Position. In the governmental fund financial statements, the present value of lease payments is reported as other financing sources.

LEASE RECEIVABLE

Lease receivables are recognized at the net present value of the leased assets as a borrowing rate either explicitly described in the agreement or implicitly determined by the District, reduced by principal payments received.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

SUBSCRIPTION ASSETS

Subscription assets are assets in which the government obtains control of the right to use the underlying IT asset. The value of the subscription asset is initially measured as the sum of the initial subscription liability amount, any payments made to the IT software vendor before commencement of the subscription term, and any capitalizable implementation costs, less any incentives received from the Subscription-Based Information Technology Arrangement (SBITA) vendor at or before the commencement of the subscription term. The subscription asset is amortized in a straight-line manner over the course of the subscription term.

SUBSCRIPTION LIABILITIES

In the government-wide financial statements, subscription liabilities are reported as liabilities in the Statement of Net Position. In the governmental fund financial statements, the present value of subscription payments expected to be made during the subscription term is reported as other financing sources. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

LONG-TERM OBLIGATIONS

In the government-wide financial statements long-term debt is reported as a liability in the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the bonds outstanding method. Bonds payable are reported net of the applicable bond premium.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance are reported as other financing uses.

RETIREMENT PLANS

Substantially all of the District's employees are participants in the State of Oregon Public Employees Retirement System (PERS). For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about fiduciary net position of PERS and additions to/deductions from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

USE OF ESTIMATES

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues, expenditures and expenses during the reporting period. Actual results could differ from those estimates.

E. FAIR VALUE INPUTS AND METHODOLOGIES AND HIERARCHY

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset. The classification of securities within the fair value hierarchy is based upon the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

Level 1 – unadjusted price quotations in active markets/exchanges for identical assets or liabilities that each Fund has the ability to access

Level 2 – other observable inputs (including, but not limited to, quoted prices for similar assets or liabilities in markets that are active, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the assets or liabilities (such as interest rates, yield curves, volatilities, loss severities, credit risks and default rates) or other market-corroborated inputs)

Level 3 – unobservable inputs based on the best information available in the circumstances, to the extent observable inputs are not available (including each Fund’s own assumptions used in determining the fair value of investments)

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). Accordingly, the degree of judgment exercised in determining fair value is greatest for instruments categorized in Level 3. The inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, for disclosure purposes, the fair value hierarchy classification is determined based on the lowest level input that is significant to the fair value measurement in its entirety.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

BUDGETARY INFORMATION

A budget is prepared and legally adopted for all funds on the modified accrual basis of accounting in the main program categories required by Oregon Local Budget Law.

The budget process begins early in each fiscal year with the establishment of the budget committee. In the fall, public input is invited as the Board decides the budget priorities for the next year. Recommendations are developed through late winter with the budget committee approving the budget in the spring. Public notices of the budget hearing are published generally in the spring with a public hearing being held approximately three weeks later. The Board may amend the budget prior to adoption; however, budgeted expenditures for each fund may not be increased by more than ten percent. The budget is then adopted, appropriations are made and the tax levy declared no later than June 30th.

Expenditures are appropriated at the following levels for each fund: Instruction, Support Services, Enterprise and Community Services, Facilities Acquisition and Construction, Interfund Transactions, Debt Service, and Operating Contingency.

Expenditures cannot legally exceed the above appropriation levels except in the case of grants, which could not be estimated at the time of budget adoption. Appropriations lapse at the fiscal year end. Management may amend line items in the budget without Board approval as long as appropriation levels (the legal level of control) are not changed. Supplemental appropriations may occur if the Board approves them due to a need that exists which was not determined at the time the budget was adopted. There were no supplemental appropriations during the year. Budget amounts shown in the budgetary financial statements reflect the original and final amended budget. Expenditures of the various funds were within authorized appropriations for the year ended June 30, 2024.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 3. BUDGETARY BASIS OF ACCOUNTING

While the financial position, results of operations, and changes in fund balance/net position are reported on the basis of accounting principles generally accepted in the United States of America (GAAP), the budgetary basis of accounting differs from generally accepted accounting principles. The budgetary statements provided as part of supplementary information elsewhere in this report are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The primary differences between the budgetary basis and GAAP basis are that capital outlay is expensed when purchased, depreciation expense is not recorded, and the full accrual of property taxes, which are not reported as revenue in the governmental funds unless received within 60-days of year end. Inventories of supplies are budgeted as expenditures when purchased, and debt, accrued vacation, pension costs, and OPEB liabilities are expensed as paid instead of when incurred.

NOTE 4. JOINT VENTURE

The District has entered into an intergovernmental property agreement to build and operate a Center for Advanced Learning (CAL), a charter school. However, payment and ownership is shared with the following Districts along with their share of ownership: Reynolds School District No. 7, 19.305%; Centennial School District No. 28J, 16.369%; Mt. Hood Community College, 15.058%; and Gresham-Barlow School District No. 10J, 49.268%. The District's equity in CAL at June 30, 2024 was \$1,072,060.

The Center for Advanced Learning issues a publicly available financial report which may be obtained by writing: Administrator, The Center for Advanced Learning, 1484 NW Civic Drive, Gresham, OR 97030.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 5. CASH AND INVESTMENTS

DEPOSITS

Deposits with financial institutions are comprised of bank demand deposits and certificates of deposit. Oregon Revised Statutes require deposits to be adequately covered by federal depository insurance or deposited at an approved depository as identified by the Treasury. The total bank balance per the bank statements as of June 30, 2024 was \$7,758,738, of which \$250,000 was insured by FDIC with the remaining amount collateralized by the Oregon Public Funds Collateralization Program (PFCP).

Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the deposits may not be returned. There is no deposit policy for custodial credit risk. As of June 30, 2024, none of the bank balances were exposed to custodial credit risk.

INVESTMENTS

The types of investments that may be invested in are restricted by State of Oregon Revised Statutes. Authorized investments include general obligations of the United States government and its agencies, obligations of the States of Oregon, California, Idaho and Washington that have a rating of AA or better, A-1 rated commercial paper and banker's acceptances, corporate bonds rated AA or better, time deposits, repurchase agreements and the Oregon State Treasurer's Local Government Investment Pool.

Investments in the Local Government Investment Pool (LGIP) are included in the Oregon Short-Term Fund, which is an external investment pool that is not a 2a-7-like external investment pool, and is not registered with the U.S. Securities and Exchange Commission as an investment company. Fair value of the LGIP is calculated at the same value as the number of pool shares owned. The unit of account is each share held, and the value of the position would be the fair value of the pool's share price multiplied by the number of shares held. Investments in the Short-Term Fund are governed by ORS 294.135, Oregon Investment Council, and portfolio guidelines issued by the Oregon Short-Term Fund Board, which establish diversification percentages and specify the types and maturities of investments. The portfolio guidelines permit securities lending transactions as well as investments in repurchase agreements and reverse repurchase agreements. The fund's compliance with all portfolio guidelines can be found in their annual report when issued. The LGIP seeks to exchange shares at \$1.00 per share; an investment in the LGIP is neither insured nor guaranteed by the FDIC or any other government agency. Although the LGIP seeks to maintain the value of share investments at \$1.00 per share, it is possible to lose money by investing in the pool. The pool is comprised of a variety of investments. These investments are characterized as a level 2 fair value measurement in the Oregon Short Term Fund's audited financial report. As of June 30, 2024, the fair value of the position in the **LGIP is 100.39%** of the value of the pool shares as reported in the Oregon Short Term Fund audited financial statements. Amounts in the State Treasurer's Local Government Investment Pool are not required to be collateralized.

The audited financial reports of the Oregon Short Term Fund can be found here:

[http://www.oregon.gov/treasury/Divisions/Investment/Pages/Oregon-Short-Term-Fund-\(OSTF\).aspx](http://www.oregon.gov/treasury/Divisions/Investment/Pages/Oregon-Short-Term-Fund-(OSTF).aspx)

If the link has expired please contact the Oregon Short Term Fund directly.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 5. CASH AND INVESTMENTS (CONTINUED)

INVESTMENTS (CONTINUED)

The Board has established investment policies to approve only certain depositories and investment instruments and has limited investments to those with maturities of no more than 36 months. At June 30, 2024, 100% of total investments were in the State Treasurer’s Investment Pool. State statutes do not limit the percentage of investments in these instruments. Oregon revised Statutes require no more than 25 percent of the moneys of local government to be invested in bankers’ acceptances of any qualified financial institution. At June 30, 2024, investments appeared to be in compliance with all percentage restrictions.

Interest Rate Risk - Investments

Oregon Revised Statutes require investments to not exceed a maturity of 18 months from the date of anticipated use of the funds, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. There are no investments that have a maturity date beyond 3 months.

Credit Risk - Investments

Oregon Revised Statutes do not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE. The State Investment Pool is not rated.

Concentration of Credit Risk

Cash and Investments at June 30, 2024 (recorded at fair value) consisted of:

Cash and Investments	2024
Deposits with financial institutions	\$ 6,920,791
Oregon Local Government Investment Pool	29,794,383
Total Cash and Investments	\$ 36,715,174

There were the following investments and maturities:

Investment Type	Fair Value	Investment Maturities (in months)		
		Less than 3	3-18	18-59
Oregon local government investment pool (LGIP)	\$ 29,794,383	\$ 29,794,383	\$ -	\$ -
Total	\$ 29,794,383	\$ 29,794,383	\$ -	\$ -

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 6. ARTS TAX

In November 2012, voters in the City of Portland passed Ballot Measure 26-146 to restore school arts and music education, funded through an income tax of \$35 per person per year. In December of 2012, the District entered into an intergovernmental agreement with the City of Portland to receive a portion of this tax, to be used to provide arts and music education, through certified arts and music teachers, to all K-5 students. Revenues and expenditures for the year ended June 30, 2024 are as follows:

	Arts Tax <u>Revenues</u>	Arts Tax <u>Expenditures</u>	Music FTE <u>Funded</u>	Art FTE <u>Funded</u>	Total FTE
Alder Elementary	\$ 84,590	\$ 84,590	0.67	0.25	0.92
Glenfair Elementary	109,058	109,058	0.67	0.25	0.92
Margaret Scott Elementary	103,214	103,214	0.67	0.25	0.92
Wilkes Elementary	53,484	53,484	0.67	0.25	0.92
	<u>\$ 350,346</u>	<u>\$ 350,346</u>	<u>2.68</u>	<u>1.00</u>	<u>3.68</u>

NOTE 7. CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2024 occurred as follows:

	<u>Balance July 1, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2024</u>
Governmental Activities:				
Capital Assets Not Being Depreciated:				
Land	\$ 17,752,046	\$ -	\$ -	\$ 17,752,046
Total Capital Assets Not being Depreciated:	<u>17,752,046</u>	<u>-</u>	<u>-</u>	<u>17,752,046</u>
Capital Assets Being Depreciated:				
Buildings and Improvement	280,918,444	78,607	-	280,997,051
Vehicles and Equipment	19,732,375	4,513,709	-	24,246,084
Total Capital Assets Being Depreciated:	<u>300,650,819</u>	<u>4,592,316</u>	<u>-</u>	<u>305,243,135</u>
Accumulated Depreciation				
Buildings and Improvement	87,863,777	5,473,717	-	93,337,494
Vehicles and Equipment	13,027,329	1,457,711	-	14,485,040
Total Accumulated Depreciation	<u>100,891,106</u>	<u>6,931,428</u>	<u>-</u>	<u>107,822,534</u>
Total Capital Assets Being Depreciated, Net	<u>199,759,713</u>	<u>(2,339,112)</u>	<u>-</u>	<u>197,420,601</u>
Governmental Activities	<u>\$ 217,511,759</u>			<u>\$ 215,172,647</u>

GASB 87 lease assets, GASB 96 SBITA's and the corresponding accumulated amortization are included along with Capital Assets and Net Investment in Capital Assets on the statement of Net Position found on page 1.

Current year depreciation expense is allocated to the functions as follows:

Instruction	\$ 3,940,465
Support Services	2,738,660
Community Services	<u>252,303</u>
	<u>\$ 6,931,428</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 8. INTERFUND TRANSFERS AND INTERFUND RECEIVABLE/PAYABLES

Transfers were made to fund operations. The internal balances are recorded to show legal and operational commitments between funds.

	Transfers Out, Net	Transfers In
General Fund	\$ 1,397,455	\$ -
Other Governmental Funds	-	46,205
Capital Projects Fund	-	1,351,250
	\$ 1,397,455	\$ 1,397,455
	Receivable	Payable
General Fund	\$ 370,090	\$ 835,319
Federal Program Funds	-	7,234,316
Debt Service Fund	1,279,680	-
2015 GO Bond Debt Fund	-	1,060,085
PERS Bond Fund	260,429	-
Capital Projects Fund	3,355,567	-
State and Local Programs Fund	2,947,846	-
Other Governmental Funds	1,784,005	867,897
	\$ 9,997,617	\$ 9,997,617

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 9. LONG-TERM OBLIGATIONS

BONDS PAYABLE

General Obligation Bonds

In August 2015, \$122,945,047 of general obligation bonds were issued to fund the replacement of three elementary school buildings, construction and renovation at Reynolds High School and various renovation, construction and equipment improvements to all schools. Principal and interest payments are made semiannually on June 15 and December 15 with interest rates ranging from 2% to 5%.

Pension Obligation Bonds

In April 2003, \$80,978,772 of limited tax pension obligation bonds were issued to finance the unfunded actuarially accrued liability (UAL) with the State of Oregon Public Employees Retirement System (PERS). The issuance of the bonds was considered an advance refunding of the UAL and resulted in an estimated present value savings of approximately \$20 million over the life of the bonds. The actual savings realized over the life of the bonds is uncertain because of the various legislative changes and legal issues pending with the PERS system which could impact the future required contribution rate.

Qualified Zone Academy Bonds Series 2016

\$4,000,000 of Qualified Zone Academy bonds were issued on August 4, 2016. \$3,920,000 in proceeds were received after paying issuance costs, and annual payments totaling \$200,000 will be made through July 1, 2030.

General Obligation Bond, Series 2020

On June 11, 2020, \$2,054,952 in Series 2020 General Obligation Bonds were issued to provide resources to finance capital costs on a project including: furnishing, renovating and equipping classroom facilities, and other site improvements. Principal and interest payments are made semiannually on June 15 and December 15 with an interest rate of 2.07%.

General Obligation Refunding Bond, Series 2022

In June 2022 the District issued \$3,956,953 in General Obligation Bonds in order to retire Series 2015B General Obligation Bonds due June 15, 2023 with an average coupon rate of 4.48%. Principal and interest payments are made semiannually on December 15 and June 15 with an interest rate of 3.11%. The estimated net present value savings of the advance refunding was \$739,633. As of June 30, 2024 the bond has been fully repaid.

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 9. LONG-TERM OBLIGATIONS (CONTINUED)

Changes in bonds outstanding are as follows:

Issue Date	Interest Rates	Original Issue	Outstanding June 30, 2023	Issued	Matured and Redeemed	Outstanding June 30, 2024
<u>Bonds Payable</u>						
April 21, 2003	1.5-6.27	\$ 80,978,772	\$ 42,535,000	\$ -	\$ 7,865,000	\$ 34,670,000
August 20, 2015	2.0-5.0	122,945,047	99,070,224	-	7,615,000	91,455,224
June 11, 2020	2.07	2,054,952	716,952	-	96,235	620,717
June 10, 2022	3.11	3,956,953	4,840	-	4,840	-
<u>Direct Borrowings</u>						
August 4, 2016	N/A	4,000,000	2,800,000	-	200,000	2,600,000
Subtotal			145,127,016	-	15,781,075	129,345,941
Premium			9,246,266	-	711,252	8,535,014
Total			<u>\$ 154,373,282</u>	<u>\$ -</u>	<u>\$ 16,492,327</u>	<u>\$ 137,880,955</u>

The annual requirements to amortize all bonds outstanding at year end are as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total Requirements
2025	\$ 17,313,227	\$ 4,685,105	\$ 21,998,332
2026	18,965,261	3,823,016	22,788,277
2027	20,787,336	2,820,982	23,608,318
2028	15,809,454	1,720,460	17,529,914
2029	11,461,616	907,960	12,369,576
2030-2034	36,378,268	29,703,557	66,081,825
2035-2038	8,630,779	11,139,220	19,769,999
	<u>\$ 129,345,941</u>	<u>\$ 54,800,300</u>	<u>\$ 184,146,241</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 9. LONG-TERM OBLIGATIONS (CONTINUED)

NOTES PAYABLE

2018 Financing Agreement Notes Payable

In June 2018 the District entered a \$2,000,000 financing agreement with US Bank National Association to finance capital costs for furnishing, equipping and performing site improvements for the District’s transportation facility. The note is to be paid biannually with the principal of \$285,714 and the first installment of interest due in July and the remainder paid in January, totaling \$2,201,528 with the first payment made in January 2019. The last payment will be made in July 2024.

Full Faith & Credit Obligations (Bond Anticipation) Notes Payable - Series 2020 – Refunding

In June 2021, \$15,775,000 in Full Faith and Credit Obligations were issued. \$18,648,339, which includes the premium of \$2,873,339, was deposited into escrow. From the amount deposited, \$1,206,611 was used to finance the purchase of buses and related equipment. \$17,244,344 was used to retire the following securities: Series 2010 Full Faith and Credit Obligations. Principal payments are due annually on June 1, through 2035 with interest rates ranging from 3-4%. The refunded securities were considered defeased on December 23, 2020, the issuance date of the refunding bonds.

Changes in Full Faith & Credit obligations (BAN) notes payable are as follows:

Name	Interest Rates	Original Issue	Outstanding June 30, 2023	Issued	Matured and Redeemed	Outstanding June 30, 2024
Full Faith and Credit Obligation	3-4%	\$15,775,000	\$ 13,150,000	\$ -	\$ 925,000	\$ 12,225,000
Financing Agreement	2.5%	2,000,000	571,428	-	285,714	285,714
			<u>13,721,428</u>	<u>-</u>	<u>1,210,714</u>	<u>12,510,714</u>
			<u>2,222,052</u>	<u>-</u>	<u>114,936</u>	<u>2,107,116</u>
			<u>\$ 15,943,480</u>	<u>\$ -</u>	<u>\$ 1,325,650</u>	<u>\$ 14,617,830</u>

Following are the annual requirements to amortize all notes payable outstanding at year end:

Fiscal Year Ending June 30,	Principal	Interest	Total Requirements
2025	\$ 1,245,714	\$ 467,821	\$ 1,713,535
2026	1,000,000	425,850	1,425,850
2027	1,040,000	385,850	1,425,850
2028	1,080,000	344,250	1,424,250
2029	1,125,000	301,050	1,426,050
2030-2034	5,765,000	826,650	6,591,650
2035-2038	1,255,000	37,650	1,292,650
	<u>\$12,510,714</u>	<u>\$ 2,789,121</u>	<u>\$ 15,299,835</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 9. LONG-TERM OBLIGATIONS (CONTINUED)

Total long-term liability activity for the year ended June 30, 2024 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Bonds Payable	\$ 145,127,016	\$ -	\$ 15,781,075	\$ 129,345,941	\$ 17,313,227
Premium	9,246,266	-	711,252	8,535,014	711,252
Total	<u>154,373,282</u>	<u>-</u>	<u>16,492,327</u>	<u>137,880,955</u>	<u>18,024,479</u>
Notes Payable	13,721,428	-	1,210,714	12,510,714	1,245,714
Premium	2,222,052	-	114,936	2,107,116	191,556
Total	<u>15,943,480</u>	<u>-</u>	<u>1,325,650</u>	<u>14,617,830</u>	<u>1,437,270</u>
Total long-term debt	<u>\$ 170,316,762</u>	<u>\$ -</u>	<u>\$ 17,817,977</u>	<u>\$ 152,498,785</u>	<u>\$ 19,461,749</u>

The District has no significant default or termination clauses on any bonds or notes payable and are not subject to any acceleration clauses under GASB 88.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 10. LEASE RECEIVABLES AND DEFERRED INFLOWS

For the year ended 6/30/2024, the financial statements include the adoption of GASB Statement No. 87, Leases. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. For additional information, refer to the disclosures below.

As of 06/30/2024 the District had 2 active leases. The leases have receipts that range from \$15,500 to \$60,000 and interest rates that range from 2.6560% to 2.7190%. As of 06/30/2024, the total combined value of the lease receivable is \$240,318, the total combined value of the short-term lease receivable is \$71,477, and the combined value of the deferred inflow of resources is \$233,975.

	Balance Beginning of Year	Additions	Less Rent Received	Balance End Of Year	Current Lease Receivable Asset	Long-Term Receivable Asset
Lease Receivable						
Land						
McMenamins	\$ -	\$ 81,375	\$ (13,723)	\$ 67,652	\$ 15,477	\$ 52,175
Building						
HOLLA	-	227,577	(54,911)	\$ 172,666	56,000	116,666
Total	<u>\$ -</u>	<u>\$ 308,952</u>	<u>\$ (68,634)</u>	<u>\$ 240,318</u>	<u>\$ 71,477</u>	<u>\$ 168,841</u>

The deferred inflow is amortized on a straight-line basis. Future maturities for the receivables are as follows:

	Balance Beginning of Year	Additions	Less Deferred Revenue Recognized	Balance End Of Year	Current Deferred Lease Revenue	Long-Term Deferred Lease Revenue
Deferred Lease Revenue						
Land						
McMenamins	\$ -	\$ 81,375	\$ (18,083)	\$ 63,292	\$ 18,083	\$ 45,209
Building						
HOLLA	-	227,577	(56,894)	\$ 170,683	56,894	113,789
Total	<u>\$ -</u>	<u>\$ 308,952</u>	<u>\$ (74,977)</u>	<u>\$ 233,975</u>	<u>\$ 74,977</u>	<u>\$ 158,998</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 11. LEASE LIABILITIES (RIGHT-TO-USE ASSETS)

As of 06/30/2024 the District had 2 active leases. The leases have payments that range from \$19,833 to \$61,195 and interest rates that range from 0.8500% to 1.5300%. As of 06/30/2024, the total combined value of the lease liability is \$531,931, the total combined value of the short-term lease liability is \$53,430. The combined value of the right to use asset, as of 06/30/2024 of \$687,406 with accumulated amortization of \$167,207 is included within the note disclosure charts below.

	Changes in Lease Liability				Due Within One Year
	Balance July 1, 2023	Additions	Reductions	Balance June 30, 2024	
Equipment	\$ 604,292	\$ -	\$ 72,361	\$ 531,931	\$ 53,430

Principal and Interest Requirements to Maturity			
Governmental Activities			
Fiscal Year	Principal Payments	Interest Payments	Total Payments
2025	\$ 53,430	\$ 7,765	\$ 61,195
2026	54,253	6,942	61,195
2027	55,089	6,106	61,195
2028	55,938	5,257	61,195
2029	56,800	4,395	61,195
Thereafter	256,421	8,758	265,179
Subtotal	\$ 531,931	\$ 39,223	\$ 571,154

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 12. LEASE RIGHT-TO-USE ASSETS

The right-to-use assets relate to the lease liabilities in Note 11.

Amount of Lease Assets by Major Classes of Underlying Asset

Asset Class	At June 30, 2024		
	Lease Asset Value	Accumulated Amortization	Net Value
Equipment	\$ 687,406	\$ 167,207	\$ 520,199

GOVERNMENTAL ACTIVITIES LEASED ASSETS

Description	Balance at July 1, 2023	Additions	Disposals	Balance at June 30, 2024
Equipment	\$ 746,133	\$ -	\$ (58,727)	\$ 687,406
Total Leased Assets	746,133	-	(58,727)	687,406
Accumulated Amortization				
Equipment	150,622	75,312	(58,727)	167,207
Total Accumulated Amortization	150,622	75,312	(58,727)	167,207
Total Lease Assets, net	\$ 595,511			\$ 520,199

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 13. SUBSCRIPTION BASED INFORMATION TECHNOLOGY ARRANGEMENT (SBITA) LIABILITY

For the year ended 6/30/2024, the financial statements include the adoption of GASB Statement No. 96, Subscription-Based Information Technology Arrangements. The primary objective of this statement is to enhance the relevance and consistency of information about governments' subscription activities. This statement establishes a single model for subscription accounting based on the principle that subscriptions are financings of the right to use an underlying asset. Under this Statement, an organization is required to recognize a subscription liability and an intangible right-to-use subscription asset. For additional information, refer to the disclosures below.

As of 06/30/2024 the District had 16 active subscriptions. The subscriptions have payments that range from \$6,825 to \$58,786 and interest rates that range from 0.0000% to 2.9270%. As of 06/30/2024, the total combined value of the subscription liability is \$770,841, and the total combined value of the short-term subscription liability is \$330,580. The combined value of the right to use asset, as of 06/30/2024 of \$1,417,441 with accumulated amortization of \$597,605 is included within the Subscription Class activities table found below.

Changes in Software Liability

	<u>Balance as of</u> <u>July 1, 2023</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance as of</u> <u>June 30, 2024</u>	<u>Due Within a Year</u>
Software	\$ 1,022,348	\$ 172,480	\$ 423,987	\$ 770,841	\$ 330,580
Total	<u>\$ 1,022,348</u>	<u>\$ 172,480</u>	<u>\$ 423,987</u>	<u>\$ 770,841</u>	<u>\$ 330,580</u>

Principal and Interest Requirements to Maturity

<u>Fiscal Year Ending</u> <u>June 30.</u>	<u>Governmental Activities</u>		
	<u>Software</u>		<u>Total</u>
	<u>Principal Payments</u>	<u>Interest Payments</u>	<u>Payments</u>
2025	\$ 330,580	\$ 12,434	\$ 343,014
2026	189,409	8,320	197,729
2027	74,580	6,105	80,685
2028	33,250	5,160	38,410
2029	34,224	4,186	38,410
Thereafter	108,798	6,430	115,228
Total	<u>\$ 770,841</u>	<u>\$ 42,635</u>	<u>\$ 813,476</u>

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 14. SUBSCRIPTION BASED INFORMATION TECHNOLOGY ARRANGEMENT (SBITA) ASSET

Subscription assets are for the SBITAs in Note 13.

Amount of Subscription Assets by Major Classes of Underlying Asset (Right-to-Use Asset)

Asset Class	At June 30, 2024		
	Subscription Asset Value	Accumulated Amortization	Net Value
Software	\$ 1,417,441	\$ 597,605	\$ 819,836
Total	\$ 1,417,441	\$ 597,605	\$ 819,836

Changes in Subscription Right-to-Use Asset

	Balance as of July 1, 2023	Additions	Reductions	Balance as of June 30, 2024
Software	\$ 1,450,012	\$ 173,098	\$ (205,669)	\$ 1,417,441
Accumulated Amortization Software	401,334	401,940	(205,669)	597,605
Total Software Assets, Net	\$ 1,048,678	\$ (228,842)	\$ -	\$ 819,836

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN

Plan Description – The Oregon Public Employees Retirement System (PERS) consists of a single cost-sharing multiple-employer defined benefit plan. All benefits of the system are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Oregon PERS produces an independently audited Annual Comprehensive Financial Report which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

If the link is expired please contact Oregon PERS for this information.

- a. **PERS Pension (Chapter 238).** The ORS Chapter 238 Defined Benefit Plan is closed to new members hired on or after August 29, 2003.
 - i. **Pension Benefits.** The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, and 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefits results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier 1 general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier 2 members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.
 - ii. **Death Benefits.** Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following contributions are met:
 - member was employed by PERS employer at the time of death,
 - member died within 120 days after termination of PERS covered employment,
 - member died as a result of injury sustained while employed in a PERS-covered job, or
 - member was on an official leave of absence from a PERS-covered job at the time of death.
 - iii. **Disability Benefits.** A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN (CONTINUED)

- iv. **Benefit Changes After Retirement.** Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations due to changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.
- b. **OPSRP Pension Program (OPSRP DB).** The ORS Chapter 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003.
 - i. **Pension Benefits.** This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:
 - Police and fire:* 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.
 - General service:* 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.A member of the pension program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.
 - ii. **Death Benefits.** Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member. The surviving spouse may elect to delay payment of the death benefit, but payment must commence no later than December 31 of the calendar year in which the member would have reached 70½ years.
 - iii. **Disability Benefits.** A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Contributions – PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the PERS Defined Benefit Plan and the Other Postemployment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2021 actuarial valuation, which became effective July 1, 2023. The state of Oregon and certain schools, community colleges, and political subdivision have made unfunded actuarial liability payments and their rates have been reduced. Employer contributions for the year ended June 30, 2024 were \$5,718,524, excluding amounts to fund employer specific liabilities. In addition, approximately \$14,454 in employee contributions were paid or picked up by the District in 2023-2024.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Asset or Liability – At June 30, 2024, the District reported a net pension liability of \$77,140,995 for its proportionate share of the net pension liability. The pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated December 31, 2021. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. As of the measurement dates of June 30, 2023 and 2022, the District’s proportion was 0.41 percent and 0.46 percent, respectively. Pension income for the year ended June 30, 2024 was \$288,708.

The rates in effect for the year ended June 30, 2024 were:

- (1) Tier 1/Tier 2 – 8.43%
- (2) OPSRP general services – 5.59%

	Deferred Outflow of Resources	Deferred Inflow of Resources
Difference between expected and actual experience	\$ 3,772,430	\$ 305,871
Changes in assumptions	6,852,750	51,094
Net difference between projected and actual earnings on pension plan investments	1,386,540	-
Net changes in proportionate share	2,967,081	11,486,346
Differences between District contributions and proportionate share of contributions	257,936	12,660,723
Subtotal - Amortized Deferrals (below)	15,236,737	24,504,034
District contributions subsequent to measuring date	5,718,524	-
Deferred outflow (inflow) of resources	\$ 20,955,261	\$ 24,504,034

The amount of contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the fiscal year ended June 30, 2025.

Subtotal amounts related to pension as deferred outflows of resources \$15,236,737, and deferred inflows of resources, (\$24,504,034), net to (\$9,267,297) and will be recognized in pension expense as follows:

Year ending June 30,	Amount
2025	\$ (4,999,996)
2026	(7,701,549)
2027	3,865,433
2028	161,725
2029	(592,910)
Thereafter	-
Total	\$ (9,267,297)

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS system-wide GASB 68 reporting summary dated February 2, 2024. Oregon PERS produces an independently audited ACFR which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Actuarial Valuations – The employer contribution rates effective July 1, 2023 through June 30, 2025, were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (estimated amount necessary to finance benefits earned by employees during the current service year), (2) an amount for the amortization unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 20 years.

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation date	December 31, 2021
Measurement Date	June 30, 2023
Experience Study Report	2020, Published July 20, 2021
Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll
Asset valuation method	Fair value
Inflation rate	2.40 percent
Investment rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increase	3.40 percent
Cost of Living Adjustment	Blend of 2% COLA and graded COLA (1.25%/0.15%) in accordance with <i>Moro</i> decision; blend based on service
Mortality	<u>Healthy retirees and beneficiaries:</u> Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. <u>Active members:</u> Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. <u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study, which is reviewed for the four-year period ending December 31, 2020.

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Assumed Asset Allocation:

Asset Class/Strategy	Low Range	High Range	OIC Target
Debt Securities	20.0%	30.0%	25.0%
Public Equity	22.5%	32.5%	27.5%
Real Estate	9.0%	16.5%	12.5%
Private Equity	17.5%	27.5%	20.0%
Real Assets	2.5%	10.0%	7.5%
Diversifying Strategies	2.5%	10.0%	7.5%
Opportunity Portfolio	0.0%	5.0%	0.0%
Total			100.0%

(Source: June 30, 2023 PERS ACFR; p. 125)

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in January 2023, the PERS Board reviewed long-term assumptions developed by both Milliman’s capital market assumptions team and the Oregon Investment Council’s (OIC) investment advisors. The table below shows Milliman’s assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund of Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Discount Rate – The discount rate used to measure the total pension liability as of the measurement dates of June 30, 2023 and 2022 was 6.90 percent, for both years, for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from the plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District’s proportionate share of the net pension liability to changes in the discount rate – the following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate.

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
District's proportionate share of the net pension liability	\$ 127,422,399	\$ 77,140,995	\$ 35,060,788

Changes Subsequent to the Measurement Date

As described above, GASB 67 and GASB 68 require the Total Pension Liability to be determined based on the benefit terms in effect at the Measurement Date. Any changes to benefit terms that occurs after that date are reflected in amounts reported for the subsequent Measurement Date. However, Paragraph 80f of GASB 68 requires employers to briefly describe any changes between the Measurement Date and the employer’s reporting date that are expected to have a significant effect on the employer’s share of the collective Net Pension Liability, along with an estimate of the resulting change, if available.

There are no changes subsequent to the June 30, 2023, Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

OPSRP Individual Account Program (OPSRP IAP)

Plan Description:

Employees of the District are provided with pensions through OPERS. All the benefits of OPERS are established by the Oregon legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003. Chapter 238A created the Oregon Public Service Retirement Plan (OPSRP), which consists of the Defined Benefit Pension Program and the Individual Account Program (IAP). Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member’s IAP account. OPSRP is part of OPERS, and is administered by the OPERS Board.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 15. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Benefits:

Participants in OPERS defined benefit pension plans also participate in their defined contribution plan. An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies. Upon retirement, a member of the OPSRP IAP may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits:

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions:

Employees of the District pay six (6) percent of their covered payroll. Effective July 1, 2020, currently employed Tier 1/Tier 2 and OPSRP members earning \$2,500 or more per month (increased to \$3,333 per month in 2022) will have a portion of their 6 percent monthly IAP contributions redirected to an Employee Pension Stability Account. The Employee Pension Stability Account will be used to pay part of the member's future benefit. Of the 6 percent monthly IAP contribution, Tier 1/Tier 2 will have 2.5 percent redirected to the Employee Pension Stability Account and OPSRP will have 0.75 percent redirected to the Employee Pension Stability Account, with the remaining going to the member's existing IAP account. Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full 6 percent contribution to the IAP. The District did not make any optional contributions to member IAP accounts for the year ended June 30, 2024.

Additional disclosures related to Oregon PERS not applicable to specific employers are available online, or by contacting PERS at the following address: PO Box 23700 Tigard, OR 97281-3700.

<http://www.oregon.gov/pers/EMP/Pages/GASB.aspx>

NOTE 16. OTHER POST-EMPLOYMENT BENEFIT PLAN - (RHIA)

Plan Description:

As a member of Oregon Public Employees Retirement System (OPERS) the District contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statute (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants after January 1, 2004. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700.

Funding Policy:

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 dollars or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the Retirement Health Insurance Account established by the employer, and any monthly cost in excess of \$60 dollars shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in OPERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in OPERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in an OPERS-sponsored health plan. A surviving spouse or dependent of a deceased OPERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from OPERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating employers are contractually required to contribute to RHIA at a rate assessed each year by OPERS, and the District currently contributes 0.05% of annual covered OPERF payroll and 0.00% of OPSRP payroll under a contractual requirement in effect until June 30, 2024. Consistent with GASB Statement 75, the OPERS Board of Trustees sets the employer contribution rates as a measure of the proportionate relationship of the employer to all employers consistent with the manner in which contributions to the OPEB plan are determined. The basis for the employer's portion is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the plan with the total actual contributions made in the fiscal year of all employers.

At June 30, 2024, the District reported a net OPEB asset of \$2,737,226 for its proportionate share of the net OPEB asset. The OPEB liability was measured as of June 30, 2023, and the total OPEB liability used to calculate the net OPEB asset was determined by an actuarial valuation as of December 31, 2021. Consistent with GASB Statement No. 75, paragraph 59(a), the District's proportion of the net OPEB asset is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the Plan with the total actual contributions made in the fiscal year of all employers. As of the measurement dates of June 30, 2023 and 2022, the District's proportion was 0.75 percent and 0.50 percent, respectively. OPEB income for the year ended June 30, 2024 was \$327,845.

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 16. OTHER POST-EMPLOYMENT BENEFIT PLAN - (RHIA) (CONTINUED)

Components of OPEB Expense/(Income):

Employer's proportionate share of collective system OPEB Expense/(Income)	\$ (316,806)
Net Amortization of employer-specific deferred amounts from:	
Changes in proportionate share (per paragraph 64 of GASB 75)	(7,069)
Differences between employer contributions and employer's proportionate share of system contributions (per paragraph 65 of GASB 75)	-
Employer's Total OPEB Expense/(Income)	<u><u>\$ (323,875)</u></u>

Components of Deferred Outflows/Inflows of Resources:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Difference between expected and actual experience	\$ -	\$ 68,719
Changes in assumptions	-	29,514
Net difference between projected and actual earnings on pension plan investments	7,763	-
Net changes in proportionate share	47,231	437,332
Differences between District contributions and proportionate share of contributions	-	-
Subtotal - Amortized Deferrals (below)	<u>54,994</u>	<u>535,565</u>
District contributions subsequent to measuring date	<u>2,713</u>	<u>-</u>
Deferred outflow (inflow) of resources	<u><u>\$ 57,707</u></u>	<u><u>\$ 535,565</u></u>

The amount of contributions subsequent to the measurement date will be included as a reduction of the net OPEB asset in the fiscal year ended June 30, 2025.

Subtotal amounts related to OPEB as deferred outflows of resources, \$54,994, and deferred inflows of resources, (\$535,565), net to (\$480,571) and will be recognized in OPEB expense as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2025	\$ (414,152)
2026	(203,856)
2027	101,158
2028	36,279
2029	-
Thereafter	-
Total	<u><u>\$ (480,571)</u></u>

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS Retirement Health Insurance Account Cost-Sharing Multiple-Employer Other Postemployment Benefit (OPEB) Plan Schedules of Employer Allocations and OPEB Amounts by Employer report, as of and for the Year Ended June 30, 2023. That independently audited report was dated February 2, 2024 and can be found at:

<https://www.oregon.gov/pers/emp/Documents/GASB/2023/Oregon%20Public%20Employees%20Retirement%20System%20-%20GASB%2075%20RHIA%20-%20YE%206.30.2023%20-%20SECURED.pdf>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 16. OTHER POST-EMPLOYMENT BENEFIT PLAN - (RHIA) (CONTINUED)

Actuarial Methods and Assumptions:

Valuation Date	December 31, 2021
Measurement Date	June 30, 2023
Experience Study Report	2020, Published July 20, 2021
Actuarial cost method	Entry Age Normal
Inflation rate	2.40 percent
Investment rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increase	3.40 percent
Retiree healthcare participation	Healthy retirees: 27.5 %; Disabled retirees: 15%
Mortality	<p><u>Healthy retirees and beneficiaries:</u> Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Active members:</u> Pub-2010 employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study which is reviewed for the four-year period ending December 31, 2020.

Discount Rate:

The discount rate used to measure the total OPEB liability as of the measurement date of June 30, 2023 was 6.90 percent. The projection of cash flows used to determine the discount rate assumed that contributions from contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the RHIA plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB plan investments for the RHIA plan was applied to all periods of projected benefit payments to determine the total OPEB liability.

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 16. OTHER POST-EMPLOYMENT BENEFIT PLAN - (RHIA) (CONTINUED)

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in January 2023 the PERS Board reviewed long-term assumptions developed by both Milliman’s capital market assumptions team and the Oregon Investment Council’s (OIC) investment advisors. The table below shows Milliman’s assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

Sensitivity of the District’s proportionate share of the net OPEB asset to changes in the discount rate – The following presents the District’s proportionate share of the net OPEB asset calculated using the discount rate of 6.90 percent, as well as what the District’s proportionate share of the net OPEB asset would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate.

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
District's proportionate share of the net OPEB liability (asset)	\$ (2,488,144)	\$ (2,737,226)	\$ (2,950,937)

Changes Subsequent to the Measurement Date

There are no changes subsequent to the June 30, 2023 Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS

POST RETIREMENT HEALTH CARE

The District, as a result of collective bargaining agreements, offers post-employment health care benefits under a single-employer, defined benefit plan for all employees who have completed a specified number of years of continuous service, are eligible for full OPERS benefits, elect early retirement and were hired prior to July 1, 2006.

For eligible licensed employees the District will provide medical coverage for the lesser of seven years or until eligible for Medicare (age 65). For administrators, managers, supervisor and confidential employees, coverage is until Medicare eligibility date regardless of retirement age, assuming full OPERS coverage. For eligible classified employees with 15 years of service, coverage is provided up to the lesser of five years or until eligible for Medicare (age 65).

The District's post-retirement healthcare plan was established in accordance with Oregon Revised Statutes (ORS) 243.303. The plan is currently unfunded in accordance with GASB statement 75. In accordance with the terms of the plan, benefit payments are recognized when due and payable in the governmental statements. The activities of the plan are reported in the General Fund.

Annual OPEB Cost and Total OPEB Liability: The annual other postemployment benefit (OPEB) cost is calculated based on the Total OPEB Liability, an amount actuarially determined in accordance with the parameters of GASB Statement 75. For detailed information and a table showing the components of the District's annual OPEB costs and liabilities, see page 53.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Actuarial Methods and Assumptions: The Total OPEB Liability for the current year was determined as part of the July 1, 2023 actuarial valuation using the entry age normal method. Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about mortality, claim cost and the healthcare cost trend. The actuarial assumptions included; (a) a rate of return on investment of present and future assets of 3.65% compounded annually; (b) no future increase in benefit payable from this program; (c) a general inflation rate of 2.4% per year, and (d) no post-retirement benefit increases and a payroll increase of 3.4%. Amounts determined regarding the funded status of the plan and the annual required contribution of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Under this method, the expected accrued benefit of each participant at benefit commencement (reflecting future expected increases in salaries and medical premiums) is allocated in equal proportion over the participant's years of service from hire to expected retirement. The normal cost is the present value of benefits expected to accrue in the current year. The present value of benefits accrued as of the valuation date is called the accrued liability.

At July 1, 2023, the following employees were covered by the benefit terms:

Active	1,266
Retired Members	50
Spouses of Ineligible Retirees	4
Total	<u>1,320</u>

Total OPEB Liability

The District's total OPEB liability of \$10,004,902 was measured as of June 30, 2024, and was determined by an actuarial valuation as of July 1, 2023.

Actuarial Assumptions and Other Inputs

The District's total OPEB liability in the July 1, 2023 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified.

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Actuarial assumptions:

Valuation Date	July 1, 2023
Actuarial Cost Method	Entry Age Normal
Investment Return Assumption (Interest Discount)	The 3.65% investment return assumption is the rate in the 20-Year General Obligation Municipal Bond Index published by Bond Buyer.
Plan Participation	100% assumed will elect coverage at retirement if eligible for district paid insurance; 55% assumed if only eligible for self-pay insurance.
Medical Care Cost Trend	3.50% in 2023, 5.75% in 2024-2025, 5.50% in 2026, 5.25% in 2027, 5.00% in 2028, 4.75% in 2029-2030, 4.50% in 2031, 4.25% in 2032-2065, 4.00% in 2066-2071 and 3.75% from 2072 and thereafter.
Dental premiums annual trend rate	1.75% for 2023, 3.50% for 2024, 4.00% per year until 2073, then 3.75% thereafter.
Inflation rate	2.4% for all future years
Annual salary rate increases	3.4% for all future years

Changes in Total OPEB Liability

Changes of assumptions: Interest Discount, the investment return assumption was increased from 2.16% to 3.65%.

The following table shows the changes in total OPEB pension liability for the year ending June 30, 2024:

Total OPEB Liability at June 30, 2023	\$ 13,839,050
Changes for the year:	
Service Cost	1,768,571
Interest	532,215
Changes of Benefit Terms	-
Changes from economic/demographic gains or losses	(3,377,739)
Changes of assumptions or other inputs	(1,600,546)
Benefit Payments	(1,156,649)
Net Changes	<u>(3,834,148)</u>
Total OPEB Liability at June 30, 2024	<u>\$ 10,004,902</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Sensitivity of the total OPEB Liability to changes in discount rate: the following presents the total OPEB liability of the District, as well as what the District's total OPEB Liability would be if it were calculated using a discount rate 1 percentage point higher and lower than the current rate.

	1% Decrease 2.65%	Current Discount Rate 3.65%	1% Increase 4.65%
Total OPEB Liability	\$ 10,640,389	\$ 10,004,902	\$ 9,390,772

Sensitivity of the total OPEB Liability to changes in the healthcare cost trend rates: the following presents the total OPEB liability of the District, as well as what the District's total OPEB Liability would be if it were calculated using health care cost trend rates that are 1 percentage point higher and lower than the current healthcare cost trend rates.

	1% Decrease	Current Healthcare Trend Rates	1% Increase
Total OPEB Liability	\$ 8,850,624	\$ 10,004,902	\$ 11,346,886

OPEB Expense and Deferred Inflows of Resources Related to OPEB: For the year ended June 30, 2024, the District recognized OPEB expense of \$298,170 in the government wide Statement of Activities. At June 30, 2024, the District reported deferred inflows of resources relating to the following sources:

	Deferred Inflows of Resources	Deferred Outflows of Resources
Difference between expected and actual experience	\$ (5,131,169)	\$ -
Changes in assumptions	(2,505,648)	528,374
Subtotal - Amortized Deferrals (below)	(7,636,817)	528,374
Contributions made subsequent to measurement date	-	677,395
Deferred outflow (inflow) of resources	<u>\$ (7,636,817)</u>	<u>\$ 1,205,769</u>

The amount of contributions subsequent to the measurement date will be included as a reduction of the net OPEB health care liability.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Subtotal amounts related to OPEB health care as deferred outflows of resources, \$528,374, and deferred inflows of resources, (\$7,636,817), net to (\$7,108,443) and will be recognized in OPEB health care expense as follows:

Year ending June 30,	Amount
2025	\$ (1,292,414)
2026	(1,229,711)
2027	(1,191,634)
2028	(1,042,157)
2029	(1,073,557)
Thereafter	(1,278,970)
Total	<u>\$ (7,108,443)</u>

EARLY RETIREMENT PLAN - STIPENDS

The District also operates a single-employer early retirement stipend plan.

At July 1, 2023, the following employees were covered by the benefit terms:

Active	672
Retired Members	10
Spouses of Ineligible Retirees	-
Total	<u>682</u>

The following table shows the changes in total OPEB pension liability for the year ending June 30, 2024:

Total OPEB Pension Liability at June 30, 2023	\$ 2,305,271
Changes for the year:	
Service Cost	166,886
Interest	82,398
Changes of Benefit Terms	-
Changes from economic/demographic gains or losses	(477,756)
Changes of assumptions or other inputs	(49,762)
Benefit Payments	(291,621)
Net Changes	<u>(569,855)</u>
Total OPEB Pension Liability at June 30, 2024	<u>\$ 1,735,416</u>

Actuarial Methods and Assumptions: The total pension liability above was determined by an actuarial valuation as of the valuation date calculated based on the discount rate and actuarial assumptions listed below, and was then projected forward/backwards to the measurement date. The unfunded accrued liability is amortized over an open period of 4 years as a percentage of payroll, and is still open.

REYNOLDS SCHOOL DISTRICT NO. 7
 MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

EARLY RETIREMENT PLAN – STIPENDS - CONTINUED

Valuation Date	July 1, 2023
Measurement Date	June 30, 2024
Actuarial Cost Method	Entry Age Normal
Investment return assumption (interest)	3.65% per year
Demographic Assumptions	Based on Oregon PERS valuation assumptions as of December 31, 2022
Inflation Rate	2.4% per year
Salary Increases	3.4% per year

Sensitivity Analysis: The following presents the total pension liability of the plan, calculated using the discount rate as of the measurement date, as well as what the plan's total pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate.

	1% Decrease 2.65%	Current Discount Rate 3.65%	1% Increase 4.65%
Total Pension Liability	\$ 1,813,549	\$ 1,735,416	\$ 1,656,156

For the year ended June 30, 2024, the District recognized pension expense of \$51,571. At June 30, 2024, the District reported deferred outflows and inflows of resources related to the early retirement plan from the following sources:

	Deferred Inflows of Resources	Deferred Outflows of Resources
Difference between expected and actual experience	\$ (466,612)	\$ 67,221
Changes in assumptions	(183,745)	98,771
Subtotal - Amortized Deferrals (below)	(650,357)	165,992
Contributions made subsequent to measurement date	-	115,985
Deferred outflow (inflow) of resources	<u>\$ (650,357)</u>	<u>\$ 281,977</u>

The amount of contributions subsequent to the measurement date will be included as a reduction of the net OPEB stipend liability.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
 NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 17. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

EARLY RETIREMENT PLAN – STIPENDS - CONTINUED

Subtotal amounts related to OPEB health care as deferred outflows of resources, \$165,992, and deferred inflows of resources, (\$650,357), net to (\$484,365) and will be recognized in OPEB health care income as follows:

Year ending June 30,	Amount
2025	\$ (81,724)
2026	(69,097)
2027	(65,950)
2028	(57,075)
2029	(77,375)
Thereafter	<u>(133,144)</u>
Total	<u>\$ (484,365)</u>

Tax Sheltered Annuity

The District also offers its employees a tax-sheltered annuity program established pursuant to Sections 403(b) and 457(b) of the Internal Revenue Code (the Code). Contributions are made through salary reductions from participating employees up to the amounts specified in the Code.

Contributions are required from the District for a portion of participating employees. As of the years ended June 30, 2024 and 2023, 477 and 471 employees participated in the plan and District contributions were \$445,046 and \$489,035 respectively.

NOTE 18. TAX ABATEMENTS

As of June 30, 2024, the District had material tax abatements through one program: Enterprise Zone.

Enterprise Zone (ORS 285C.175):

The Oregon Enterprise Zone program is a State of Oregon economic development program established, that allows for property tax exemptions for up to five years. In exchange for receiving property tax exemption, participating firms are required to meet the program requirements set by state statute and the local sponsor.

The Enterprise Zone program allows industrial firms that will be making a substantial new capital investment a waiver of 100% of the amount of real property taxes attributable to the new investment for a 5-year period after completion. Land or existing machinery or equipment is not tax exempt; therefore, there is no loss of current property tax levies to local taxing jurisdiction.

For the fiscal year ended June 30, 2024, the District had abated taxes totaling \$1,087,342 under this program.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 19. RISK MANAGEMENT

There is exposure to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which commercial insurance is purchased. There were no significant reductions in insurance coverage from coverage in prior years in any of the major categories of risk. Also, the amounts of any settlements have not exceeded insurance coverage for the past three fiscal years.

NOTE 20. COMMITMENTS AND CONTINGENCIES

Substantially all amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although management expects such amounts, if any, to be immaterial.

A substantial portion of operating funding is received from the State of Oregon. State funding is determined through state wide revenue projections that are paid to individual school districts based on pupil counts and other factors in the state school fund revenue formula. Since these projections and pupil counts fluctuate they can cause either increases or decreases in revenue. Due to these future uncertainties at the state level, the future effect on the District's operations cannot be determined.

The COVID-19 outbreak in the United States has caused substantial disruption to business and local governments due to mandated and voluntary suspension of operations and stay at home orders. There is considerable uncertainty around the duration of the outbreak and the long-term impact to the overall economy. The ultimate impact on the District's finances is not determinable.

NOTE 21. PROPERTY TAX LIMITATION

The voters of the State of Oregon approved ballot measure 5, a constitutional limit on property taxes for schools and nonschool government operations, in November 1990. School operations include community colleges, local school districts, and education service districts.

The limitation provides that property taxes for school operations are limited to \$5.00 for each \$1,000 of property market value. This limitation does not apply to taxes levied for principal and interest on general obligation bonded debt. The result of this initiative has been that school districts have become more dependent upon state funding and less dependent upon property tax revenues as their major source of operating revenue.

The voters of the State of Oregon passed ballot measure 50 in May 1997 to further reduce property taxes by replacing the previous constitutional limits on tax bases with a rate and value limit.

Measure 50 reduced the amount of operating property tax revenues available to the District for its 1997-98 fiscal year, and thereafter. This reduction was accomplished by rolling property values back to their 1995-96 values less 10% and limiting future tax value growth of each property to no more than 3% per year, subject to certain exceptions. Taxes levied to support bonded debt are exempted from the property tax limitations. The measure also sets restrictive voter approval requirements for most tax and many fee increases and new bond issues, and requires the State of Oregon to minimize the impact of the tax cuts to the school districts.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

PERS

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Year Ended June 30,	(a) Employer's proportion of the net pension liability (NPL)	(b) Employer's proportionate share of the net pension liability (NPL)	(c) Employer's covered payroll	(b/c) NPL as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2024	0.46 %	\$ 77,140,995	\$ 92,650,072	83.3 %	81.7 %
2023	0.46	70,392,366	78,758,018	89.4	84.5
2022	0.43	51,679,503	69,994,447	73.8	87.6
2021	0.49	107,764,505	68,860,681	156.5	75.8
2020	0.51	87,585,114	65,446,087	133.8	80.2
2019	0.61	91,931,245	63,752,102	144.2	82.1
2018	0.63	85,519,165	63,884,244	133.9	83.1
2017	0.55	82,744,959	64,947,816	127.4	80.5
2016	0.47	26,851,775	61,541,587	43.6	91.9
2015	0.48	(10,827,948)	57,457,850	(18.8)	103.6

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years.

SCHEDULE OF CONTRIBUTIONS

Year Ended June 30,	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ 5,718,524	\$ 5,718,524	\$ -	\$ 92,438,535	6.2 %
2023	6,360,109	6,360,109	-	92,650,072	6.9
2022	14,502,515	14,502,515	-	78,758,018	18.4
2021	17,214,158	17,214,158	-	69,994,447	24.6
2020	16,393,674	16,393,674	-	68,860,681	23.8
2019	14,616,246	14,616,246	-	65,446,087	22.3
2018	13,901,399	13,901,399	-	63,752,102	21.8
2017	9,462,011	9,462,011	-	63,884,244	14.8
2016	8,727,974	8,727,974	-	64,947,816	13.4
2015	5,438,439	5,438,439	-	61,541,587	8.8

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

OPEB - RHIA

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET OPEB - RHIA ASSET/LIABILITY

Year Ended June 30,	(a) Employer's proportion of the net OPEB asset/ (liability) (NOA/(L))	(b) Employer's proportionate share of the net OPEB asset/ (liability) (NOA/(L))	(c) Employer's covered payroll	(b/c) NPL as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total OPEB liability
2024	0.748 %	\$ 2,737,226	\$ 92,650,072	3.0 %	201.6 %
2023	0.498	1,768,062	78,758,018	2.2	194.6
2022	0.591	2,028,100	69,994,447	2.9	183.9
2021	1.056	2,151,220	68,860,681	3.1	150.1
2020	0.597	1,153,426	65,446,087	1.8	144.4
2019	0.605	675,690	63,752,102	1.1	124.0
2018	0.625	260,793	63,884,244	0.4	108.9
2017	(0.680)	(184,566)	64,947,816	(0.3)	90.0

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

SCHEDULE OF CONTRIBUTIONS

Year Ended June 30,	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ 2,713	2,713	\$ -	\$ 92,438,535	0.00 %
2023	14,731	14,731	-	92,650,072	0.02
2022	12,264	12,264	-	78,758,018	0.02
2021	n/a	n/a	n/a	69,994,447	n/a
2020	n/a	n/a	n/a	68,860,681	n/a
2019	n/a	n/a	n/a	65,446,087	n/a
2018	n/a	n/a	n/a	63,752,102	n/a
2017	n/a	n/a	n/a	63,884,244	n/a

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

REYNOLDS SCHOOL DISTRICT NO. 7
Multnomah County, Oregon

SCHEDULE OF CHANGES IN TOTAL LIABILITY AND RELATED RATIOS
OPEB HEALTH CARE AND PENSION STIPENDS
June 30, 2024

PLAN I (OPEB): (HEALTH CARE)

SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS

Year Ended June 30,	Total OPEB Liability - Beginning	Service Cost	Interest	Changes of Benefit Terms	Changes of Assumptions	Benefit Payments	Total OPEB Liability - End of Year	Estimated Covered-Employee Payroll	Total OPEB Liability as a % of Covered-Employee Payroll
2024	\$ 13,839,050	\$ 1,768,571	\$ 532,215	\$ -	\$ (4,978,285)	\$ (1,156,649)	\$ 10,004,902	\$ N/A	N/A
2023	13,632,467	1,971,427	328,190	-	(1,268,800)	(824,234)	13,839,050	N/A	N/A
2022	15,167,567	1,948,234	365,180	-	(2,658,361)	(1,190,153)	13,632,467	N/A	N/A
2021	12,959,779	1,710,643	498,282	-	873,970	(875,107)	15,167,567	N/A	N/A
2020	13,434,460	1,341,286	553,418	-	(1,409,171)	(960,214)	12,959,779	N/A	N/A
2019	12,791,606	1,317,100	489,002	-	(256,385)	(906,863)	13,434,460	N/A	N/A
2018	12,936,650	1,363,361	389,515	-	(623,313)	(1,274,607)	12,791,606	N/A	N/A

PLAN II (PENSION): (STIPENDS)

SCHEDULE OF CHANGES IN TOTAL OPEB PENSION LIABILITY AND RELATED RATIOS

Year Ended June 30,	Total Pension Liability - Beginning	Service Cost	Interest	Changes of Benefit Terms	Changes of Assumptions	Benefit Payments	Total Pension Liability - End of Year	Estimated Covered-Employee Payroll	Total Pension Liability as a % of Covered-Employee Payroll
2024	\$ 2,305,271	\$ 166,886	\$ 82,398	\$ -	\$ (527,518)	\$ (291,621)	\$ 1,735,416	\$ N/A	N/A
2023	2,512,252	186,819	55,031	-	(144,510)	(304,321)	2,305,271	N/A	N/A
2022	2,340,399	189,207	53,832	-	117,378	(188,564)	2,512,252	N/A	N/A
2021	2,155,674	160,869	77,754	-	137,725	(191,623)	2,340,399	N/A	N/A
2020	2,269,973	174,473	90,686	-	(175,267)	(204,191)	2,155,674	N/A	N/A
2019	2,220,351	170,978	82,590	-	(33,776)	(170,170)	2,269,973	N/A	N/A
2018	2,266,585	135,644	66,380	-	(101,044)	(147,214)	2,220,351	N/A	N/A
2017	2,083,076	118,075	82,194	-	116,961	(133,721)	2,266,585	N/A	N/A

The amounts presented for each fiscal year are actuarially determined and rolled forward.

These schedules are presented to illustrate the requirements to show information for 10 years. However, until a full 10 year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

There are no assets accumulated in a trust that meets the criteria of GASB codification P22.101 or P52.101 to pay related benefits for the pension/OPEB plan.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 ACTUAL AND BUDGET (BUDGETARY BASIS)
 For the Year Ended June 30, 2024

<u>GENERAL FUND</u>				
	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ 39,044,854	\$ 39,044,854	\$ 35,483,131	\$ (3,561,723)
Intermediate Sources	2,100,727	2,100,727	2,036,593	(64,134)
State Sources	111,653,836	111,653,836	105,211,315	(6,442,521)
Federal Sources	60,000	60,000	288,395	228,395
	<u>152,859,417</u>	<u>152,859,417</u>	<u>143,019,434</u>	<u>(9,839,983)</u>
EXPENDITURES:				
Instruction	90,515,987	93,015,987 (1)	88,580,155	4,435,832
Support Services	62,861,781	62,861,781 (1)	58,374,980	4,486,801
Community Services	165,059	165,059 (1)	100,362	64,697
Debt Service	200,000	200,000 (1)	200,000	-
Contingency	29,070,656	26,570,656 (1)	-	26,570,656
	<u>182,813,483</u>	<u>182,813,483</u>	<u>147,255,497</u>	<u>35,557,986</u>
Excess of Revenues Over (Under) Expenditures	<u>(29,954,066)</u>	<u>(29,954,066)</u>	<u>(4,236,063)</u>	<u>25,718,003</u>
OTHER FINANCING SOURCES (USES)				
Transfers Out	<u>(1,846,250)</u>	<u>(1,846,250) (1)</u>	<u>(1,827,455)</u>	<u>18,795</u>
Total Other Financing Sources (Uses)	<u>(1,846,250)</u>	<u>(1,846,250)</u>	<u>(1,827,455)</u>	<u>18,795</u>
Net Change in Fund Balance	(31,800,316)	(31,800,316)	(6,063,518)	25,736,798
Beginning Fund Balance	<u>41,519,249</u>	<u>41,519,249</u>	<u>26,681,849</u>	<u>(14,837,400)</u>
Ending Fund Balance	<u>\$ 9,718,933</u>	<u>\$ 9,718,933</u>	<u>\$ 20,618,331</u>	<u>\$ 10,899,398</u>
Reconciliation to Governmental Fund Balance as required by GASB 54:				
Ending Fund Balance Retirement Fund			370,090	
			<u>\$ 20,988,421</u>	

(1) Appropriation Level

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACTUAL AND BUDGET (BUDGETARY BASIS)
For the Year Ended June 30, 2024**

FEDERAL PROGRAMS FUND

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ -	\$ -	\$ 7,853,968	\$ 7,853,968
Federal Sources	30,353,610	30,353,610	26,416,571	(3,937,039)
Total Revenues	<u>30,353,610</u>	<u>30,353,610</u>	<u>34,270,539</u>	<u>3,916,929</u>
EXPENDITURES:				
Instruction	5,945,011	16,445,011 (1)	15,374,209	1,070,802
Support Services	11,424,315	12,774,315 (1)	10,174,775	2,599,540
Community Services	684,284	934,284 (1)	437,249	497,035
Facilities Acquisition and Construction	12,300,000	200,000 (1)	-	200,000
Total Expenditures	<u>30,353,610</u>	<u>30,353,610</u>	<u>25,986,233</u>	<u>4,367,377</u>
Net Change in Fund Balance	-	-	8,284,306	(8,284,306)
Beginning Fund Balance	-	-	(7,903,885)	(7,903,885)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 380,421</u>	<u>\$ 380,421</u>

(1) Appropriation Level

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SUPPLEMENTARY INFORMATION

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 ACTUAL AND BUDGET (BUDGETARY BASIS)
 For the Year Ended June 30, 2024

<u>DEBT SERVICE FUND</u>				
	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ -	\$ -	\$ 6,380	\$ 6,380
Total Revenues	<u>-</u>	<u>-</u>	<u>6,380</u>	<u>6,380</u>
Net Change in Fund Balance	-	-	6,380	6,380
Beginning Fund Balance	<u>1,280,893</u>	<u>1,280,893</u>	<u>1,280,917</u>	<u>24</u>
Ending Fund Balance	<u><u>\$ 1,280,893</u></u>	<u><u>\$ 1,280,893</u></u>	<u><u>\$ 1,287,297</u></u>	<u><u>\$ 6,404</u></u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 ACTUAL AND BUDGET (BUDGETARY BASIS)
 For the Year Ended June 30, 2024

PERS BOND FUND

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ 10,350,490	\$ 10,350,490	\$ 10,412,503	\$ 62,013
Total Revenues	<u>10,350,490</u>	<u>10,350,490</u>	<u>10,412,503</u>	<u>62,013</u>
EXPENDITURES:				
Debt Service	<u>10,275,490</u>	<u>10,275,490 (1)</u>	<u>10,275,490</u>	<u>-</u>
Total Expenditures	<u>10,275,490</u>	<u>10,275,490</u>	<u>10,275,490</u>	<u>-</u>
Net Change in Fund Balance	75,000	75,000	137,013	62,013
Beginning Fund Balance	<u>100,000</u>	<u>100,000</u>	<u>441,408</u>	<u>341,408</u>
Ending Fund Balance	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 578,421</u>	<u>\$ 403,421</u>

(1) Appropriation Level

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACTUAL AND BUDGET (BUDGETARY BASIS)
For the Year Ended June 30, 2024**

2015 GO BOND DEBT SERVICE FUND

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ 11,620,001	\$ 11,620,001	\$ 12,131,718	\$ 511,717
Total Revenues	<u>11,620,001</u>	<u>11,620,001</u>	<u>12,131,718</u>	<u>511,717</u>
EXPENDITURES:				
Debt Service	<u>10,777,314</u>	<u>10,777,314 (1)</u>	<u>10,777,294</u>	<u>20</u>
Total Expenditures	<u>10,777,314</u>	<u>10,777,314</u>	<u>10,777,294</u>	<u>20</u>
Net Change in Fund Balance	<u>842,687</u>	<u>842,687</u>	<u>1,354,424</u>	<u>2,197,111</u>
Beginning Fund Balance	<u>2,200,000</u>	<u>2,200,000</u>	<u>2,394,504</u>	<u>194,504</u>
Ending Fund Balance	<u>\$ 3,042,687</u>	<u>\$ 3,042,687</u>	<u>\$ 3,748,928</u>	<u>\$ 706,241</u>

(1) Appropriation Level

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 ACTUAL AND BUDGET (BUDGETARY BASIS)
 For the Year Ended June 30, 2024

CAPITAL PROJECTS FUND

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE TO FINAL BUDGET
REVENUES:				
Local Sources	\$ 518,000	\$ 518,000	\$ 377,465	\$ (140,535)
Total Revenues	<u>518,000</u>	<u>518,000</u>	<u>377,465</u>	<u>(140,535)</u>
EXPENDITURES:				
Support Services	200,000	200,000 (1)	-	200,000
Facilities Acquisition and Construction	2,897,784	2,897,784 (1)	8,918	2,888,866
Debt Service	<u>1,426,350</u>	<u>1,426,350 (1)</u>	<u>1,426,250</u>	<u>100</u>
Total Expenditures	<u>4,524,134</u>	<u>4,524,134</u>	<u>1,435,168</u>	<u>2,888,966</u>
Excess of Revenues Over (Under) Expenditures	<u>(4,006,134)</u>	<u>(4,006,134)</u>	<u>(1,057,703)</u>	<u>2,948,431</u>
OTHER FINANCING SOURCES (USES):				
Transfers In	<u>1,351,250</u>	<u>1,351,250</u>	<u>1,351,250</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>1,351,250</u>	<u>1,351,250</u>	<u>1,351,250</u>	<u>-</u>
Net Change in Fund Balance	(2,654,884)	(2,654,884)	293,547	2,948,431
Beginning Fund Balance	<u>2,654,884</u>	<u>2,654,884</u>	<u>4,163,450</u>	<u>1,508,566</u>
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,456,997</u>	<u>\$ 4,456,997</u>

(1) Appropriation Level

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACTUAL AND BUDGET (BUDGETARY BASIS)
For the Year Ended June 30, 2024

STATE AND LOCAL PROGRAMS FUND

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ 1,835,891	\$ 1,835,891	\$ 1,060,242	\$ (775,649)
Intermediate Sources	585,559	585,559	427,187	(158,372)
State Sources	24,092,219	24,092,219	16,206,495	(7,885,724)
Total Revenues	<u>26,513,669</u>	<u>26,513,669</u>	<u>17,693,924</u>	<u>(8,819,745)</u>
EXPENDITURES:				
Instruction	7,766,984	10,266,984 (1)	7,286,498	2,980,486
Support Services	13,459,574	13,459,574 (1)	9,666,790	3,792,784
Community Services	246,179	246,179 (1)	65,582	180,597
Facilities Acquisition and Construction	8,176,638	5,676,638 (1)	3,584	5,673,054
Contingencies	82,311	82,311 (1)	-	82,311
Total Expenditures	<u>29,731,686</u>	<u>29,731,686</u>	<u>17,022,454</u>	<u>12,709,232</u>
Excess of Revenues Over (Under) Expenditures	<u>(3,218,017)</u>	<u>(3,218,017)</u>	<u>671,470</u>	<u>3,889,487</u>
OTHER FINANCING SOURCES (USES):				
Transfer Out	<u>(104,000)</u>	<u>(104,000) (1)</u>	<u>-</u>	<u>104,000</u>
Total Other Financing Sources (Uses)	<u>(104,000)</u>	<u>(104,000)</u>	<u>-</u>	<u>104,000</u>
Net Change in Fund Balance	(3,322,017)	(3,322,017)	671,470	3,993,487
Beginning Fund Balance	<u>3,329,927</u>	<u>3,329,927</u>	<u>3,518,395 *</u>	<u>188,468</u>
Ending Fund Balance	<u>\$ 7,910</u>	<u>\$ 7,910</u>	<u>\$ 4,189,865</u>	<u>\$ 4,181,955</u>

(1) Appropriation Level

* Note: State and Local Programs Fund includes Fund 260 which is accounting for the ASB funds within District System.

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
June 30, 2024**

	OTHER GOVERNMENTAL FUNDS		
	NUTRITION SERVICE FUND	SELF INSURANCE FUND	TOTAL NONMAJOR GOVERNMENTAL FUNDS
ASSETS:			
Cash	\$ 91,419	\$ -	\$ 91,419
Receivables:			
Accounts/Grants	1,009,040	-	1,009,040
Inter-Fund Receivable	-	1,784,005	1,784,005
Inventories	247,892	-	247,892
Total Assets	1,348,351	1,784,005	3,132,356
LIABILITIES AND FUND BALANCES:			
Liabilities:			
Accounts Payable	81,572	-	81,572
Inter-Fund Payable	867,897	-	867,897
Total Liabilities	949,469	-	949,469
Fund Balances:			
Nonspendable	247,892	-	247,892
Restricted	150,990	-	150,990
Committed	-	1,784,005	1,784,005
Total Fund Balances	398,882	1,784,005	2,182,887
Total Liabilities and Fund Balances	\$ 1,348,351	\$ 1,784,005	\$ 3,132,356

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended June 30, 2024

	OTHER GOVERNMENTAL FUNDS		
	NUTRITION SERVICE FUND	SELF INSURANCE FUND	NONMAJOR GOVERNMENTAL FUNDS
REVENUES:			
Local Sources	\$ 85,168	\$ 1,023,712	\$ 1,108,880
Intermediate Sources	-	-	-
State Sources	481,634	-	481,634
Federal Sources	5,575,190	-	5,575,190
Total Revenues	<u>6,141,992</u>	<u>1,023,712</u>	<u>7,165,704</u>
EXPENDITURES:			
Support Service	-	48,087	48,087
Community Services	6,464,075	-	6,464,075
Total Expenditures	<u>6,464,075</u>	<u>48,087</u>	<u>6,512,162</u>
Excess of Revenues Over (Under) Expenditures	<u>(322,083)</u>	<u>975,625</u>	<u>653,542</u>
OTHER FINANCING SOURCES (USES):			
Transfers In	46,205	-	46,205
Total Other Financing Sources (Uses)	<u>46,205</u>	<u>-</u>	<u>46,205</u>
Net Change in Fund Balance	(275,878)	975,625	699,747
Beginning Fund Balance	<u>674,760</u>	<u>808,380</u>	<u>1,483,140</u>
Ending Fund Balance	<u>\$ 398,882</u>	<u>\$ 1,784,005</u>	<u>\$ 2,182,887</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 ACTUAL AND BUDGET (BUDGETARY BASIS)
 For the Year Ended June 30, 2024

<u>NUTRITION SERVICE FUND</u>				
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE TO FINAL BUDGET
REVENUES:				
Local Sources	\$ 1,031,695	\$ 1,031,695	\$ 85,168	\$ (946,527)
State Sources	229,458	229,458	481,634	252,176
Federal Sources	7,339,183	7,339,183	5,575,190 (2)	(1,763,993)
Total Revenues	8,600,336	8,600,336	6,141,992	(2,458,344)
EXPENDITURES:				
Enterprise and Community Services	8,665,336	8,665,336 (1)	6,464,075	2,201,261
Total Expenditures	8,665,336	8,665,336	6,464,075	2,201,261
Excess of Revenues Over (Under) Expenditures	(65,000)	(65,000)	(322,083)	(257,083)
OTHER FINANCING SOURCES (USES):				
Transfers In	65,000	65,000	46,205 (2)	(18,795)
Total Other Financing Sources (Uses)	65,000	65,000	46,205	(18,795)
Net Change in Fund Balance	-	-	(275,878)	(275,878)
Beginning Fund Balance	-	-	674,760	674,760
Ending Fund Balance	\$ -	\$ -	\$ 398,882	\$ 398,882

(1) Appropriation Level

(2) Included in this transfer from the General Fund is the required state appropriated general purpose revenues of \$46,205 the District must transfer to the Food Service Fund for National School Lunch Support in order to meet the general cash assistance match for 2023-24.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACTUAL AND BUDGET (BUDGETARY BASIS)
For the Year Ended June 30, 2024

SELF-INSURANCE FUND

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
REVENUES:				
Local Sources	\$ 200,000	\$ 200,000	\$ 1,023,712	\$ 823,712
EXPENDITURES:				
Support Services	1,094,000	1,094,000 (1)	48,087	1,045,913
Net Change in Fund Balance	(894,000)	(894,000)	975,625	1,869,625
Beginning Fund Balance	894,000	894,000	808,380	(85,620)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,784,005</u>	<u>\$ 1,784,005</u>

(1) Appropriation Level

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACTUAL AND BUDGET (BUDGETARY BASIS)
For the Year Ended June 30, 2024**

<u>RETIREMENT FUND</u>				
	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET</u>
EXPENDITURES:				
Support Services	\$ 430,000	\$ 430,000 (1)	\$ 218,162	\$ 211,838
Total Expenditures	<u>430,000</u>	<u>430,000</u>	<u>218,162</u>	<u>211,838</u>
Excess of Revenues Over (Under) Expenditures	<u>(430,000)</u>	<u>(430,000)</u>	<u>(218,162)</u>	<u>(211,838)</u>
OTHER FINANCING SOURCES (USES):				
Transfers In	<u>430,000</u>	<u>430,000</u>	<u>430,000</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>430,000</u>	<u>430,000</u>	<u>430,000</u>	<u>-</u>
Net Change in Fund Balance	-	-	211,838	211,838
Beginning Fund Balance	<u>-</u>	<u>-</u>	<u>158,252</u>	<u>158,252</u>
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 370,090</u>	<u>\$ 370,090</u>

(1) Appropriation Level

Note: This fund's activities have been combined with the General Fund activities in accordance with GASB 54, due to its financing resources being derived primarily from General Fund transfers.

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF PROPERTY TAX TRANSACTIONS AND BALANCES
OF TAXES UNCOLLECTED
For the year ended June 30, 2024**

<u>GENERAL FUND</u>						
TAX YEAR	ORIGINAL LEVY OR BALANCE UNCOLLECTED 7/1/2023	DEDUCT DISCOUNTS	ADJUSTMENTS TO ROLLS	ADD INTEREST	CASH COLLECTIONS BY COUNTY TREASURER	BALANCE UNCOLLECTED OR UNSEGREGATED 6/30/2024
Current:						
2023-24	\$ 33,380,436	\$ 867,901	\$ (75,134)	\$ 3,532	\$ 31,910,128	\$ 530,805
Prior Years:						
2022-23	449,566	(1,255)	(39,079)	7,254	213,557	205,439
2021-22	162,043	(110)	(7,696)	8,179	64,603	98,033
2020-21	91,524	(76)	(1,800)	9,560	50,859	48,501
2019-20	43,466	(2)	1,250	8,402	39,652	13,468
Prior	73,201	(1)	170	3,943	15,154	62,161
Total Prior	819,800	(1,444)	(47,155)	37,338	383,825	427,602
Total All Years	<u>\$ 34,200,236</u>	<u>\$ 866,457</u>	<u>\$ (122,289)</u>	<u>\$ 40,870</u>	<u>\$ 32,293,953</u>	<u>\$ 958,407</u>

RECONCILIATION TO REVENUE:

	<u>TOTAL</u>
Cash Collections by County Treasurers Above	\$ 32,293,953
Accrual of Receivables:	
June 30, 2023	(149,560)
June 30, 2024	196,528
Change from Prior year Unavailable Revenue, see page 8	89,085
Total Revenue	<u>\$ 32,430,006</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

SCHEDULE OF PROPERTY TAX TRANSACTIONS AND BALANCES
OF TAXES UNCOLLECTED
For the year ended June 30, 2024

<u>DEBT SERVICE FUNDS</u>						
TAX YEAR	ORIGINAL LEVY OR BALANCE UNCOLLECTED 7/1/2023	DEDUCT DISCOUNTS	ADJUSTMENTS TO ROLLS	ADD INTEREST	CASH COLLECTIONS BY COUNTY TREASURER	BALANCE UNCOLLECTED OR UNSEGREGATED 6/30/2024
Current:						
2023-24	\$ 12,344,750	\$ 320,967	\$ (117,465)	\$ 1,306	\$ 11,716,610	\$ 191,014
Prior Years:						
2022-23	169,987	(474)	(15,986)	2,743	80,476	76,742
2021-22	63,556	(43)	(3,129)	3,208	25,302	38,376
2020-21	34,312	(28)	(832)	3,584	18,991	18,101
2019-20	13,223	(1)	5	2,514	11,785	3,958
Prior	23,256	-	721	1,687	5,878	19,786
Total Prior	<u>304,334</u>	<u>(546)</u>	<u>(19,221)</u>	<u>13,736</u>	<u>142,432</u>	<u>156,963</u>
Total All Years	<u>\$ 12,649,084</u>	<u>\$ 320,421</u>	<u>\$ (136,686)</u>	<u>\$ 15,042</u>	<u>\$ 11,859,042</u>	<u>\$ 347,977</u>

RECONCILIATION TO REVENUE:

	<u>TOTAL</u>
Cash Collections by County Treasurers Above	\$ 11,859,042
Accrual of Receivables:	
June 30, 2023	(53,930)
June 30, 2024	71,738
Change from Prior year Unavailable Revenue, see page 8	<u>27,141</u>
Total Revenue	<u>\$ 11,903,991</u>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

OTHER INFORMATION

REYNOLDS SCHOOL DISTRICT NO. 7

OTHER SUPPLEMENTAL INFORMATION
FORM 3211-C

For The Year Ended June 30, 2024

A. Energy bills for heating - all funds:		<u>Objects 325, 326, and 327</u>
	Function 2545	\$ 2,298,683
	Function 2550	63,998

B. Replacement of equipment - General Fund:			<u>Amount</u>	
Include all General Fund expenditures in Object 542, except for the following exclusions:				
Exclude these functions:				
1113, 1122 & 1132	Co-curricular activities	4150	Construction	\$ -
1140	Pre-kindergarten	2550	Pupil transportation	-
1300	Continuing education	3100	Food service	-
1400	Summer school	3300	Community services	-

AUDIT REVENUE SUMMARY
Reynolds School District

	Fund 100	Fund 200	Fund 300	Fund 400
Revenue from Local Sources				
1111 Current Year Taxes	\$ 32,041,801	\$ -	\$11,763,998	\$ -
1112 Prior Year Taxes	299,120	-	112,852	-
1130 Construction Excise Tax	-	-	-	344,616
1190 Tax Penalties & Interest	93,438	-	33,892	-
1400 Transportation Fees	227,531	-	-	-
1412 Transportation Fees from Districts In State	-	25,428	-	-
1510 Interest On Investments	1,540,562	-	788,463	32,849
1610 Food Service Meal Sales	-	3,906	-	-
1620 Non Reimbursable Food Sales	-	28,356	-	-
1690 Food Services - Other Sales	-	48,713	-	-
1715 Admissions Athletic Events	16,944	-	-	-
1740 Athletics User Fees	27,545	-	-	-
1910 Rentals	3,790	-	-	-
1913 Music Rentals	150	-	-	-
1915 Building Lease Payments	71,621	-	-	-
1920 Donations	-	78,764	-	-
1960 Recovery of Prior Year Expense	(436,961)	7,666,764	-	-
1970 Services Provided Other Funds	-	-	-	-
1980 Fees Charged To Grants	1,282,040	-	-	-
1990 Miscellaneous Revenue	190,118	1,890,120	-	-
1991 Medicaid Administrative Claiming MAC	104,104	-	-	-
1992 Medicaid Claiming	11,328	-	-	-
1993 SB1149 Public Purpose Charge - Utility	-	281,039	-	-
Total Revenue from Local Sources	\$35,483,131	\$10,023,090	\$12,699,205	\$377,465
Revenue from Intermediate Sources				
2101 County School Funds	\$ 36,596	\$ -	\$ -	\$ -
2102 General ESD Revenue	1,999,997	-	-	-
2199 Other Intermediate Sources	-	66,112	-	-
2201 Portland Arts Tax Grant	-	361,075	-	-
Total Revenue from Intermediate Sources	\$2,036,593	\$427,187	\$0	\$0
Revenue from State Sources				
3101 State School Fund - General Support	\$ 102,950,821	\$ -	\$ -	\$ -
3103 Common School Fund	1,404,428	-	-	-
3199 Other Unrestricted Grants-in-Aid	856,066	-	-	-
3203 MYC Fee For Service	-	10,113	-	-
3204 Driver Education	-	53,875	-	-
3299 Other Restricted Grants-in-Aid	-	16,624,141	-	-
Total Revenue from State Sources	\$105,211,315	\$16,688,128	\$0	\$0
Revenue from Federal Sources				
4100 Unrestricted Revenue Direct From the Federal Government	\$ -	\$ 346,892	\$ -	\$ -
4110 FEMA Grants	240,652	-	-	-
4300 Restricted Revenue From the Federal Government	47,743	-	-	-
4500 Restricted Revenue From the Federal Government Through the State	-	16,436,363	-	-
4502 Medicaid Reimbursement for Eligible Early Childhood Special Education (ECSE) Services (Ages 3-5)	-	100,958	-	-
4503 National School Breakfast	-	1,249,175	-	-
4505 National School Lunch	-	3,511,657	-	-
4506 Child and Adult Care Program	-	104,270	-	-
4508 USDA Food Distribution Program	-	82,185	-	-
4509 Fresh Fruit and Vegetables	-	46,875	-	-
4510 P-EBT Administrative Costs	-	6,180	-	-
4580 Foster Care Transportation Grant	-	10,086,524	-	-
4810 Deferred Inflow of Resources	-	20,682	-	-
Total Revenue from Federal Sources	\$288,395	\$31,991,761	\$0	\$0
Revenue from Other Sources				
5200 Interfund Transfers	\$ -	\$ 476,205	\$ -	\$1,351,250
5400 Resources - Beginning Fund Balance	26,681,850	(2,744,097)	4,116,827	4,163,450
Total Revenue from Other Sources	\$26,681,850	-\$2,267,892	\$4,116,827	\$5,514,700
Grand Total	\$169,701,284	\$56,862,274	\$16,816,032	\$5,892,165

DISTRICT AUDIT EXPENDITURE SUMMARY
Reynolds School District

Fund: 100 General Fund

Instruction Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
1111	Primary Programs K-5	\$ 25,120,435	\$ 17,174,015	\$ 7,632,511	\$ 23,376	\$ 290,092	\$ -	\$ 441	\$ -
1121	Middle School Programs	11,285,720	7,175,789	3,459,258	29,027	599,984	-	21,662	-
1122	Middle School Extra-Curricular	198,133	158,464	39,177	203	289	-	-	-
1131	High School Programs	11,892,951	7,464,931	3,555,904	539,429	326,157	-	6,530	-
1132	High School Athletics	603,548	363,078	79,580	90,724	59,963	6,125	4,078	-
1133	High School Activities	207,514	87,768	23,024	57,935	38,787	-	-	-
1210	Talented & Gifted	177,498	111,007	48,769	2,562	14,330	-	830	-
1220	Restrictive Programs	4,402,283	1,364,490	661,432	2,376,016	345	-	-	-
1223	Transition Program	513,621	316,919	190,000	5,306	1,396	-	-	-
1224	Life Skills	2,300,592	1,415,780	850,375	-	34,437	-	-	-
1225	Out of District Programs	1,046,022	-	-	1,046,022	-	-	-	-
1227	Extended School Year	253,460	-	-	253,460	-	-	-	-
1229	Functional Living Skills	1,310,423	780,734	475,134	52,470	2,085	-	-	-
1250	Less Restrictive Programs	7,043,652	4,515,397	2,489,265	2,300	36,690	-	-	-
1251	Less Restrictive - Charter School	541,293	371,798	169,495	-	-	-	-	-
1280	Alternative Ed	1,641,520	1,088,156	523,844	4,602	24,918	-	-	-
1288	Charter School	13,017,100	-	-	13,017,100	-	-	-	-
1291	English Language Learners Instruction	7,024,390	4,751,168	2,238,237	4,341	30,644	-	-	-
Total Instruction Expenditures		\$ 88,580,155	\$ 47,139,494	\$ 22,436,005	\$ 17,504,873	\$ 1,460,117	\$ 6,125	\$ 33,541	\$ -
Support Services Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
2110	Attendance and Social Work Services	\$50,729	\$23,015	\$10,254	\$17,460	\$0	\$0	\$0	\$0
2115	Student Safety	1,271,711	610,028	371,837	289,848	-	-	-	-
2120	Guidance Services	2,885,062	1,954,188	930,876	-	-	-	-	-
2122	Positive Behavior Supports	4,955	614	166	-	4,175	-	-	-
2130	Health Services	300,378	34,182	28,237	237,959	-	-	-	-
2140	Psychological Services	1,543,282	716,933	362,959	455,980	7,410	-	-	-
2150	Speech Pathology and Audiology Services	2,282,391	1,371,047	612,157	286,591	11,140	-	1,456	-
2160	Other Student Treatment Services	731,548	486,753	238,155	2,268	6,372	-	-	-
2190	Service Direction, Student Support Services	3,010,237	1,805,938	710,881	377,000	116,418	-	-	-
2210	Improvement of Instruction Services	118,002	80,906	35,952	170	724	-	250	-
2211	Teaching & Learning	935,688	635,196	261,565	34,265	4,662	-	-	-
2219	Other Imp Of Instruction	911	-	-	911	-	-	-	-
2220	Educational Media Services	1,379,368	822,170	503,805	-	53,393	-	-	-
2230	Assessment & Testing	130,442	76,666	44,094	-	9,682	-	-	-
2240	Instructional Staff Development	236,810	80,586	28,061	53,456	74,667	-	40	-
2241	Instructional Technology	335,408	223,519	103,704	1,233	1,815	5,137	-	-
2310	Board of Education Services	252,703	49,519	18,190	146,008	24,859	-	14,127	-
2321	Office Of The Superintendent	687,218	304,287	123,146	73,079	151,242	-	35,464	-
2410	Office of the Principal Services	9,722,841	6,504,012	3,146,581	7,045	58,992	-	6,211	-
2510	Direction of Business Support Services	407,796	194,536	107,042	52,647	53,183	-	388	-
2520	Fiscal Services	2,021,686	852,381	457,991	260,499	192,763	-	258,052	-
2528	Risk Management	58,562	33,515	11,749	18,887	1,541	-	(7,130)	-
2529	Other Fiscal Services	153,592	-	-	153,592	-	-	-	-
2541	Facilities Direction	440,264	245,094	101,893	83,634	9,643	-	-	-
2542	Custodial Services	8,779,001	3,300,966	1,976,109	2,698,307	795,036	-	8,583	-
2543	Grounds Maintenance	430,242	247,092	133,362	17,986	31,802	-	-	-
2544	Maintenance Services	702,684	349,538	194,107	50,684	-	108,355	-	-
2545	Building Fixed Costs	3,315,649	-	-	3,122,486	-	-	193,163	-
2546	Safety Program	7,782	2,818	714	-	4,250	-	-	-
2549	Other Operations & Maintenance	87,819	2,374	687	84,758	-	-	-	-
2550	Student Transportation Services	8,670,531	3,398,647	1,872,347	520,690	653,541	1,042,136	1,183,170	-
2558	Transportation - Special Ed	1,509,972	893,479	557,834	58,659	-	-	-	-
2572	Purchasing Services	17,336	-	-	-	17,336	-	-	-
2573	Distribution Services	71,844	48,111	23,733	-	-	-	-	-
2574	Print Services	109,282	70,616	38,617	49	-	-	-	-
2630	Information Services	554,527	316,517	144,074	32,016	58,895	-	3,025	-
2640	Staff Services	1,628,491	925,517	444,299	84,507	114,507	-	59,661	-
2642	Recruitment Services	29,411	-	-	27,961	-	-	1,450	-
2649	Other Staff Services	686,938	-	686,600	338	-	-	-	-
2660	Technology Services	2,038,222	1,028,756	539,402	27,740	440,180	-	2,144	-
2680	Interpretation and Translation Services	584,887	349,719	185,944	49,224	-	-	-	-
2690	Other Support Services - Central	188,778	127,985	60,793	-	-	-	-	-
Total Support Services Expenditures		\$58,374,980	\$28,167,216	\$15,065,917	\$9,327,937	\$2,898,228	\$1,156,628	\$1,760,054	\$0
Enterprise and Community Services Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
3500	Custody and Care of Children Services	\$ 100,362	\$ 55,621	\$ 42,481	\$ -	\$ 2,260	\$ -	\$ -	\$ -
Total Enterprise and Community Services Expenditures		\$ 100,362	\$ 55,621	\$ 42,481	\$ -	\$ 2,260	\$ -	\$ -	\$ -
Facilities Acquisition and Construction Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
4150	Building Acquisition, Construction, and Improvement Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Facilities Acquisition and Construction Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Uses Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
5110	Long-Term Debt Service	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -
5200	Transfers of Funds	1,827,455	-	-	-	-	-	-	1,827,455
Total Other Uses Expenditures		\$ 2,027,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,827,455
Grand Total		\$149,082,952	\$75,362,331	\$37,544,403	\$26,832,810	\$4,360,605	\$1,161,753	\$1,993,585	\$1,827,455

DISTRICT AUDIT EXPENDITURE SUMMARY
Reynolds School District

Fund: 200 Special Revenue Funds

Instruction Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
1111	Elementary, K-5 or K-6	\$ 9,965,125	\$ 3,030,666	\$ 1,646,755	\$ 3,662,471	\$ 1,610,604	\$ 13,679	\$ 950	\$ -
1113	Elementary Extracurricular	62,844	1,851	495	33,153	27,445	-	-	-
1121	Middle/Junior High Programs	969,071	537,721	260,174	60,827	110,349	-	-	-
1122	Middle/Junior High School Extracurricular	84,816	-	-	26,512	58,304	-	-	-
1131	High School Programs	1,390,290	635,474	250,390	157,849	328,099	11,200	7,278	-
1132	High School Extracurricular	18,120	-	-	18,120	-	-	-	-
1133	High School Activities	296,983	-	-	320	296,663	-	-	-
1210	Programs for the Talented and Gifted	2,411	-	-	-	2,411	-	-	-
1220	Restrictive Programs for Students with Disabilities	461,377	71,324	48,048	337,905	4,100	-	-	-
1223	Transition Program	34,306	17,655	5,170	6,729	4,752	-	-	-
1224	Life Skills	519,336	298,332	187,445	-	33,559	-	-	-
1227	Extended School Year	2,813	2,247	566	-	-	-	-	-
1229	Functional Living Skills	216,349	121,897	94,452	-	-	-	-	-
1250	Less Restrictive Programs for Students with Disabilities	942,656	596,076	298,623	39,391	1,324	-	7,242	-
1271	Remediation	19,786	6,254	1,649	9,000	2,500	-	383	-
1272	Title IAD	3,883,745	1,812,721	1,003,522	951,490	116,012	-	-	-
1273	Extended Day	2,849	-	-	-	2,849	-	-	-
1280	Alternative Education	204,643	102,314	47,968	18,099	33,869	-	2,393	-
1288	Charter School	1,113,135	-	-	1,113,135	-	-	-	-
1291	English Second Language Programs	488,364	122,196	52,055	-	314,113	-	-	-
1299	Other Programs	801	509	117	-	175	-	-	-
1400	Summer School Programs	1,980,787	1,181,191	288,612	356,985	140,062	-	13,937	-
Total Instruction Expenditures		\$ 22,660,707	\$ 8,536,428	\$ 4,186,041	\$ 6,791,986	\$ 3,087,190	\$ 24,879	\$ 32,183	\$ -
Support Services Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
2110	Attendance and Social Work Services	\$ 2,405,366	\$ 1,579,430	\$ 813,172	\$ 3,003	\$ 4,921	\$ -	\$ 4,840	\$ -
2115	Student Safety	128,324	86,261	40,063	-	-	-	-	-
2119	Homeless	465	-	-	-	465	-	-	-
2120	Guidance Services	1,564,140	1,038,400	510,040	15,700	-	-	-	-
2122	Positive Behavior Supports	322,428	185,235	74,533	6,297	49,524	6,839	-	-
2130	Health Services	901,649	-	-	901,649	-	-	-	-
2140	Psychological Services	5,610	4,434	1,176	-	-	-	-	-
2150	Speech Pathology and Audiology Services	147,559	98,768	42,776	-	6,015	-	-	-
2160	Other Student Treatment Services	168	-	-	-	168	-	-	-
2190	Service Direction, Student Support Services	1,411,341	813,253	346,588	-	176,527	-	74,973	-
2210	Improvement of Instruction Services	1,966,890	948,022	419,242	64,118	190,614	-	344,894	-
2211	Teaching & Learning	11,229	2,463	672	-	8,094	-	-	-
2219	Other Imp Of Instruction	2,072	-	-	2,072	-	-	-	-
2220	Educational Media Services	1,409,870	966,878	442,992	-	-	-	-	-
2230	Assessment & Testing	97,423	-	-	-	97,423	-	-	-
2240	Instructional Staff Development	3,348,222	2,003,335	875,961	435,040	33,886	-	-	-
2241	Instructional Technology	1,377,745	-	-	-	1,377,745	-	-	-
2320	Executive Administration Services	265	-	-	-	265	-	-	-
2321	Office of the Superintendent	8,049	-	-	-	8,049	-	-	-
2410	Office of the Principal Services	1,962,409	1,418,676	542,062	-	1,671	-	-	-
2490	Other Support Services - School Administration	1,110,002	184,062	87,538	-	-	-	838,402	-
2520	Fiscal Services	478	-	-	-	478	-	-	-
2528	Risk Management	3,098	-	3,098	-	-	-	-	-
2540	Operation and Maintenance of Plant Services	7,562	-	-	7,562	-	-	-	-
2542	Custodial Services	1,014,794	-	-	-	12,804	1,001,990	-	-
2544	Maintenance Services	138,206	-	-	23,760	-	111,066	3,380	-
2545	Building Fixed Costs	12,943	-	-	12,943	-	-	-	-
2546	Safety Program	4,860	-	-	4,860	-	-	-	-
2550	Student Transportation Services	300,570	125,419	36,664	28,634	-	109,853	-	-
2630	Information Services	22,952	-	-	-	22,952	-	-	-
2660	Technology Services	202,966	-	2,829	-	200,137	-	-	-
2700	Supplemental Retirement Program	218,161	202,395	15,766	-	-	-	-	-
Total Support Services Expenditures		\$ 20,107,816	\$ 9,659,031	\$ 4,255,172	\$ 1,505,638	\$ 2,191,738	\$ 1,229,748	\$ 1,266,489	\$ -
Enterprise and Community Services Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
3100	Food Services	\$ 6,314,781	\$ 2,128,946	\$ 1,464,231	\$ 107,814	\$ 2,564,965	\$ -	\$ 48,825	\$ -
3101	Summer Program	114,242	36,382	10,373	-	67,487	-	-	-
3102	Fresh Fruit and Vegetables Grant	6,860	5,352	1,508	-	-	-	-	-
3103	CACFP - Supper	66,126	51,247	14,873	6	-	-	-	-
3300	Community Services	613	-	-	-	613	-	-	-
3390	Oth Community Services	398,703	210,241	102,289	10,285	58,985	16,903	-	-
3500	Custody and Care of Children Services	65,581	37,973	23,602	-	4,006	-	-	-
Total Enterprise and Community Services Expenditures		\$ 6,966,906	\$ 2,470,141	\$ 1,616,876	\$ 118,105	\$ 2,696,056	\$ 16,903	\$ 48,825	\$ -
Facilities Acquisition and Construction Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
4150	Building Acquisition, Construction, and Improvement Services	\$ 3,584	\$ -	\$ -	\$ 3,584	\$ -	\$ -	\$ -	\$ -
Total Facilities Acquisition and Construction Expenditures		\$ 3,584	\$ -	\$ -	\$ 3,584	\$ -	\$ -	\$ -	\$ -
Grand Total		49,739,013	20,667,600	10,058,089	8,419,313	7,974,984	1,271,530	1,347,497	-

DISTRICT AUDIT EXPENDITURE SUMMARY
Reynolds School District

Fund: 300 Debt Service Funds

Other Uses Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
5100	Debt Service	\$21,052,783	\$0	\$0	\$0	\$0	\$0	\$21,052,783	\$0
Total Other Uses Expenditures		\$21,052,783	\$0	\$0	\$0	\$0	\$0	\$21,052,783	\$0
Grand Total		\$21,052,783	\$0	\$0	\$0	\$0	\$0	\$21,052,783	\$0

DISTRICT AUDIT EXPENDITURE SUMMARY
Reynolds School District

Fund: 400 Capital Projects Funds

Facilities Acquisition and Construction Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
4150	Building Acquisition, Construction, and Improvement Services	\$8,918	\$0	\$0	\$8,918	\$0	\$0	\$0	\$0
Total Facilities Acquisition and Construction Expenditures		\$8,918	\$0	\$0	\$8,918	\$0	\$0	\$0	\$0
Other Uses Expenditures		Totals	Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	Object 700
5100	Debt Service	\$1,426,250	\$0	\$0	\$0	\$0	\$0	\$1,426,250	\$0
Total Other Uses Expenditures		\$1,426,250	\$0	\$0	\$0	\$0	\$0	\$1,426,250	\$0
Grand Total		\$1,435,168	\$0	\$0	\$8,918	\$0	\$0	\$1,426,250	\$0

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

STATISTICAL SECTION

STATISTICAL SECTION

This part of Reynolds School District No.7's Annual Comprehensive Financial Report presents detailed information as a context for understanding the information in the financial statements, note disclosures, and required supplementary information as it relates to the government's overall financial health.

Contents

Financial Trends	74-77
These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	
Revenue Capacity	78-86
These schedules contain information to help the reader assess the government's most significant revenue source, the property tax.	
Debt Capacity	87-88
These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	
Demographic and Economic Information	89-90
These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	
Operating Information	91-94
These Schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	

Sources: Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Report for the relevant year.

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON

NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
Governmental activities:				
Net investments in capital assets	\$ 97,377,373	\$ 89,747,546	\$ 80,309,755	\$ 91,952,961
Restricted	8,502,862	6,874,103	8,576,837	8,074,208
Unrestricted	<u>(100,003,765)</u>	<u>(98,410,286)</u>	<u>(90,269,679)</u>	<u>(126,005,115)</u>
Total primary government net position	<u>\$ 5,876,470</u>	<u>\$ (1,788,637)</u>	<u>\$ (1,383,087)</u>	<u>\$ (25,977,946)</u>

	<u>2019-2020</u>	<u>2018-2019</u>	<u>2017-2018</u>
Governmental activities:			
Net investments in capital assets	\$ 72,508,688	\$ 64,070,731	\$ 35,148,756
Restricted	8,627,760	9,984,575	7,928,217
Unrestricted	<u>(106,484,799)</u>	<u>(98,643,116)</u>	<u>(67,387,682)</u>
Total primary government net position	<u>\$ (25,348,351)</u>	<u>\$ (24,587,810)</u>	<u>\$ (24,310,709)</u>

	<u>2016-2017</u>	<u>2015-2016*</u>	<u>2014-2015</u>
Governmental activities:			
Net investments in capital assets	\$ (64,722,847)	\$ (84,665,144)	\$ 44,378,505
Restricted	7,284,100	5,845,304	4,738,094
Unrestricted	<u>32,478,107</u>	<u>51,109,620</u>	<u>(58,747,877)</u>
Total primary government net position	<u>\$ (24,960,640)</u>	<u>\$ (27,710,220)</u>	<u>\$ (9,631,278)</u>

*Note: Restated due to implementation of GASB Statement No.73 in Fiscal Year 2016-2017

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON

CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
Expenses					
Instruction	\$ 106,824,895	\$ 111,565,668	\$ 87,519,316	\$ 93,565,748	\$ 87,064,036
Support services	73,451,327	77,661,835	61,009,790	57,558,253	56,016,345
Enterprise and community services	6,765,065	7,051,839	6,220,270	6,098,403	6,511,098
Facilities acquisition	-	267,247	981,076	-	-
Loss on equity interest in CAL	-	-	8,078	37,989	37,989
Gain (Loss) on sale of assets	-	-	-	(215,000)	440,462
Interest on long-term debt	5,235,481	11,038,989	11,270,952	11,438,939	11,205,390
Total primary government expenses	<u>192,276,768</u>	<u>207,585,578</u>	<u>167,009,482</u>	<u>168,484,332</u>	<u>161,275,320</u>
Program revenues					
Governmental activities:					
Charges for services	1,572,559	1,763,053	1,242,194	3,999,412	704,667
Operating grants and contributions	37,261,494	56,984,350	44,702,866	19,819,696	17,239,689
Total primary government revenues	<u>38,834,053</u>	<u>58,747,403</u>	<u>45,945,060</u>	<u>23,819,108</u>	<u>17,944,356</u>
Net (Expense)/Revenue					
Total primary government net expense	<u>(153,442,715)</u>	<u>(148,838,175)</u>	<u>(121,064,422)</u>	<u>(144,665,224)</u>	<u>(143,330,964)</u>
General revenues and Other Changes in Net Position					
Property taxes	44,333,997	42,954,991	41,686,988	39,451,643	35,266,193
State support	104,944,772	97,556,829	103,889,737	101,426,880	100,194,901
Intermediate sources	2,102,706	1,185,383	1,105,283	1,419,157	3,110,116
Other federal revenue	-	-	-	-	53,009
Miscellaneous	7,381,234	5,217,760	509,492	1,360,421	2,752,740
Investment earnings	2,345,113	1,447,315	(25,961)	377,528	1,193,463
Total primary government	<u>161,107,822</u>	<u>148,362,278</u>	<u>147,165,539</u>	<u>144,035,629</u>	<u>142,570,422</u>
Change in Net Position					
Total primary government	<u>\$ 7,665,107</u>	<u>\$ (475,897)</u>	<u>\$ 26,101,117</u>	<u>\$ (629,595)</u>	<u>\$ (760,542)</u>
	<u>2018-2019</u>	<u>2017-2018</u>	<u>2016-2017</u>	<u>2015-2016*</u>	<u>2014-2015</u>
Expenses					
Instruction	\$ 86,538,680	\$ 83,288,226	\$ 68,365,815	\$ 88,048,372	\$ 63,799,909
Support services	54,708,811	51,500,235	59,636,859	56,341,200	39,052,852
Enterprise and community services	8,074,080	6,419,380	5,508,594	6,946,986	5,145,985
Loss on equity interest in CAL	34,356	-	-	-	-
Gain (Loss) on Sale of Assets	2,912,200	-	-	-	-
Interest on long-term debt	11,083,529	11,063,373	11,099,218	10,281,714	6,993,654
Total primary government expenses	<u>163,351,656</u>	<u>152,271,214</u>	<u>144,610,486</u>	<u>161,618,272</u>	<u>114,992,400</u>
Program revenues					
Governmental activities:					
Charges for services	325,455	374,290	659,163	1,301,487	1,232,868
Operating grants and contributions	19,600,230	17,977,234	15,007,967	16,771,515	14,460,074
Total primary government revenues	<u>19,925,685</u>	<u>18,351,524</u>	<u>15,667,130</u>	<u>18,073,002</u>	<u>15,692,942</u>
Net (Expense)/Revenue					
Total primary government net expense	<u>(143,425,971)</u>	<u>(133,919,690)</u>	<u>(128,943,356)</u>	<u>(143,545,270)</u>	<u>(99,299,458)</u>
General revenues and Other Changes in Net Position					
Property taxes	37,465,827	36,012,407	33,668,002	31,670,746	30,311,983
State support	99,169,007	96,927,194	89,658,290	88,200,553	83,521,907
Intermediate sources	972,780	1,804,251	3,253,805	2,802,777	2,183,826
Other federal revenue	8,567	1,804	-	-	-
Miscellaneous	3,987,267	3,927,917	5,112,839	2,222,488	1,813,136
Investment earnings	1,545,422	-	-	1,061,381	204,198
Total primary government	<u>143,148,870</u>	<u>138,673,573</u>	<u>131,692,936</u>	<u>125,957,945</u>	<u>118,035,050</u>
Change in Net Position					
Total primary government	<u>\$ (277,101)</u>	<u>\$ 4,753,883</u>	<u>\$ 2,749,580</u>	<u>\$ (17,587,325)</u>	<u>\$ 18,735,592</u>

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
FUND BALANCES, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
General Fund					
Nonspendable	\$ 634,037	\$ 681,117	\$ 808,591	\$ 535,206	\$ 228,351
Unassigned	19,984,294	25,993,104	36,957,558	24,119,701	18,730,438
Committed - early retirement	370,090	158,252	88,233	(6,150)	131,981
Total general fund	<u>20,988,421</u>	<u>26,832,473</u>	<u>37,854,382</u>	<u>24,648,757</u>	<u>19,090,770</u>
All Other Government Funds					
Nonspendable	247,892	191,086	414,831	470,690	373,320
Restricted for:					
Debt service	5,614,646	4,141,217	6,043,199	6,346,512	6,091,874
State & Local Programs	-	505,538	505,538	485,654	485,654
Food service	150,990	-	-	(909,178)	896,806
Committed:					
Self-insurance	1,784,005	808,380	784,524	620,903	410,005
State & local programs	4,189,865	3,496,531	2,205,439	3,089,287	619,788
Assigned:					
Capital projects (1)	4,456,997	4,163,450	3,992,201	2,599,960	4,265,247
Planning activities	-	-	-	-	-
Unassigned	380,421	(7,903,885)	(7,211,331)	-	-
Total all other governmental funds	<u>16,824,816</u>	<u>5,402,317</u>	<u>6,734,401</u>	<u>12,703,828</u>	<u>13,142,694</u>
Total Fund Balance	<u>\$ 37,813,237</u>	<u>\$ 32,234,790</u>	<u>\$ 44,588,783</u>	<u>\$ 37,352,585</u>	<u>\$ 32,233,464</u>
	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
General Fund					
Non spendable	\$ 4,552	\$ 21,191	\$ 16,880	\$ 39,915	\$ 86,957
Unassigned	17,827,909	13,599,572	9,476,816	8,698,353	12,151,829
Committed-Early retirement	168,186	175,072	-	282,662	665,660
Total general fund	<u>18,000,647</u>	<u>13,795,835</u>	<u>9,493,696</u>	<u>9,020,930</u>	<u>12,904,446</u>
All Other Government Funds					
Nonspendable	319,504	174,569	-	245,974	242,871
Restricted for:					
Debt service	7,149,466	4,631,352	3,861,213	3,045,881	2,295,228
Pers bond	485,653	85,860	-	-	96,643
State & local programs	-	-	426,170	347,971	481,133
Food service	1,673,766	3,211,005	2,996,717	2,451,452	1,865,109
Committed:					
Self-insurance	536,264	157,908	170,959	(1,122,766)	61,189
State & local programs	3,057,131	-	-	-	-
Assigned:					
Capital projects (1)	5,674,517	33,426,372	123,027,533	135,181,703	686,060
Planning activities	-	-	-	1,913,748	1,005,263
Unassigned	-	-	-	-	-
Total all other governmental funds	<u>18,896,301</u>	<u>41,687,066</u>	<u>130,482,592</u>	<u>142,063,963</u>	<u>6,733,496</u>
Total Fund Balance	<u>\$ 36,896,948</u>	<u>\$ 55,482,901</u>	<u>\$ 139,976,288</u>	<u>\$ 151,084,893</u>	<u>\$ 19,637,942</u>

(1) Assigned/Reserved for capital project fluctuate from years when bonds are sold in anticipation of capital construction to years when capital expenditures are incurred. anticipation of capital construction to years when capital expenditures are incurred.

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 CHANGES IN FUND BALANCES - LAST TEN FISCAL YEARS
 (modified accrual basis of accounting)

	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
REVENUES:					
Local sources	\$ 68,434,287	\$ 62,807,596	\$ 54,142,880	\$ 51,686,713	\$ 48,839,816
Intermediate sources	2,463,780	1,213,001	1,113,448	1,460,088	3,382,953
State sources	121,899,444	116,718,290	123,552,345	110,068,784	103,726,926
Federal sources	32,280,156	29,937,203	17,670,439	14,159,731	13,392,303
Total Revenues	225,077,667	210,676,090	196,479,112	177,375,316	169,341,998
EXPENDITURES:					
Instruction	111,209,858	110,592,442	91,532,548	89,892,333	87,933,436
Support services	76,097,417	76,862,769	63,705,586	54,911,936	56,239,249
Community services	7,050,365	7,081,083	6,457,011	5,818,021	6,542,551
Facilities acquisition	12,502	212,523	965,133	1,916,752	6,045,121
Capital outlay	2,433,284	2,437,364	3,460,939	-	-
Debt service - Principal	17,911,320	14,255,874	15,518,461	26,928,262	8,312,823
Debt service - Interest	4,767,714	11,743,654	11,515,534	11,652,230	11,487,254
Total Expenditures	219,482,460	223,185,709	193,155,212	191,119,534	176,560,434
Excess of revenues over (under) expenditures	5,595,207	(12,509,619)	3,323,900	(13,744,218)	(7,218,436)
Other Financing Sources (uses)					
Sale of assets	-	-	-	215,000	500,000
Bond proceeds - Principal	-	-	3,956,953	18,648,339	2,054,952
Bond Issuance Cost	-	-	(75,872)	-	-
Leases/ subscription financing	-	155,626	-	-	-
Transfer in	1,397,455	2,702,131	1,928,489	3,526,765	1,405,852
Transfer out	(1,397,455)	(2,702,131)	(1,928,489)	(3,526,765)	(1,405,852)
Total other financing sources (uses)	-	155,626	3,881,081	18,863,339	2,554,952
Net Change in Fund Balance	\$ 5,595,207	\$ (12,353,993)	\$ 7,204,981	\$ 5,119,121	\$ (4,663,484)
Expenditures for Capital Assets	\$ 2,433,284	\$ 2,227,014	\$ 3,454,239	\$ 4,525,078	\$ 8,150,498
Debt service as a percentage of noncapital expenditures (3)	10.45%	11.77%	14.25%	20.68%	11.76%
REVENUES:					
Local sources	\$ 52,840,401	\$ 48,921,526	\$ 46,622,204	\$ 43,626,462	\$ 39,991,516
Intermediate sources	2,111,829	3,459,282	4,217,842	3,327,941	2,568,301
State sources	103,417,650	98,828,419	90,498,980	89,503,854	83,521,907
Federal sources	13,806,371	14,138,691	13,496,389	14,940,162	14,460,075
Total Revenues	172,176,251	165,347,918	154,835,415	151,398,419	140,541,799
EXPENDITURES:					
Instruction	84,824,634	81,853,902	79,793,504	79,544,300	76,100,060
Support services	53,348,530	50,613,339	45,786,843	49,048,899	46,931,640
Community services	7,904,523	6,308,833	6,423,478	6,303,944	6,205,011
Facilities acquisition	25,460,791	92,423,904	7,216,535	2,908,147	-
Capital outlay	-	-	13,979,135	120	395,299
Debt service - Principal	10,503,619	7,504,054	7,015,603	7,036,611	8,315,101
Debt service - Interest	8,721,119	11,137,272	10,985,034	10,126,070	6,798,487
Total Expenditures	190,763,216	249,841,304	171,200,132	154,968,091	144,745,598
Excess of revenues over (under) expenditures	(18,586,965)	(84,493,386)	(16,364,717)	(3,569,672)	(3,634,328)
Other Financing Sources (uses)					
Sale of assets	-	-	6,019	-	-
Bond proceeds - Principal	-	-	2,000,000	122,918,047	-
Bond Issuance Cost	-	-	-	-	-
Bond proceeds - Premium	-	-	4,000,000	14,963,285	-
Transfer in	1,634,267	1,640,038	1,640,038	1,785,538	2,104,038
Transfer out	(1,634,267)	(1,640,038)	(1,640,038)	(1,785,538)	(2,104,038)
Total other financing sources (uses)	-	-	6,006,019	137,881,332	-
Net Change in Fund Balance	\$ (18,586,965)	\$ (84,493,386)	\$ (10,358,698)	\$ 134,311,660	\$ (4,203,799)
Expenditures for Capital Assets	\$ 28,478,652	\$ 3,460,939	\$ 3,460,939	\$ 5,385,844	\$ 4,328,311
Debt service as a percentage of noncapital expenditures (3)	11.85%	7.57%	10.73%	11.47%	10.76%

(1) Revenues are recognized when measurable and available.

(2) Includes state replacement/transportation reimbursement and basic school support.

(3) Debt services as a percentage of noncapital expenditures is calculated by dividing Principal and interest by the sum of total expenditures less expenditures for capital assets.

REYNOLDS SCHOOL DISTRICT NO.7
 MULTNOMAH COUNTY, OREGON
 ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY
 LAST TEN FISCAL YEARS

PROPERTY VALUE ASSESSED VALUATION

FISCAL YEAR	REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY	TOTAL	TOTAL DIRECT TAX RATE (1)	ASSESSMENT YEAR
2023-2024	\$ 7,411,793,480	\$ 527,664,740	\$ 275,613,860	\$ 8,267,820	\$ 8,223,339,900	5.93 %	2023
2022-2023	7,075,352,670	472,349,940	254,059,700	38,248,170	7,840,010,480	6.00	2022
2021-2022	6,745,443,430	423,077,730	259,973,200	37,425,900	7,465,920,260	6.08	2021
2020-2021	6,447,834,550	400,761,750	253,049,700	35,456,370	7,137,102,370	6.01	2020
2019-2020	6,144,803,000	381,606,240	203,651,600	34,539,120	6,764,599,960	5.74	2019
2018-2019	5,885,468,070	389,933,280	197,091,400	34,954,880	6,507,447,630	6.26	2018
2017-2018	5,626,909,630	393,593,720	235,732,253	32,406,050	6,288,641,653	6.29	2017
2016-2017	5,421,521,380	363,234,124	191,471,500	35,339,570	6,011,566,574	6.05	2016
2015-2016	5,241,684,480	346,408,946	147,579,800	30,494,280	5,766,167,506	5.97	2015
2014-2015	5,124,794,780	336,867,935	143,189,250	26,341,960	5,631,193,925	5.81	2014

(1) per \$1,000 of assessed value.

Source: <https://www.multco.us/assessment-taxation/reports-and-data>
 Taxing District Values Report (MSO - Oregon Ballot Measure 50)
 Reynolds School District
 Multnomah County email: dcm.dart.application.support@multco.us

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY (CONTINUED)
 LAST TEN FISCAL YEARS

FISCAL YEAR	ASSESSED VALUE				TOTAL	ACTUAL VALUE			
	REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY		REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY
2023-2024	\$ 7,411,793,480	\$ 527,664,740	\$ 275,613,860	\$ 8,267,820	\$ 8,223,339,900	90.13 %	6.42 %	3.35 %	0.10 %
2022-2023	7,075,352,670	472,349,940	254,059,700	38,248,170	7,840,010,480	90.25	6.02	3.24	0.49
2021-2022	6,745,443,430	423,077,730	259,973,200	37,425,900	7,465,920,260	90.35	5.67	3.48	0.50
2020-2021	6,447,834,550	400,761,750	253,049,700	35,456,370	7,137,102,370	90.34	5.62	3.55	0.50
2019-2020	6,144,803,000	381,606,240	203,651,600	34,539,120	6,764,599,960	90.84	5.64	3.01	0.51
2018-2019	5,885,468,070	389,933,280	197,091,400	34,954,880	6,507,447,630	90.44	5.99	3.03	0.54
2017-2018	5,626,909,630	393,593,720	235,732,253	32,406,050	6,288,641,653	89.48	6.26	3.75	0.52
2016-2017	5,421,521,380	363,234,124	191,471,500	35,339,570	6,011,566,574	90.18	6.04	3.19	0.59
2015-2016	5,241,684,480	346,408,946	147,579,800	30,494,280	5,766,167,506	90.90	6.01	2.56	0.53
2014-2015	5,124,794,780	336,867,935	143,189,250	26,341,960	5,631,193,925	91.01	5.98	2.54	0.47

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY (CONTINUED)
 LAST TEN FISCAL YEARS

PROPERTY VALUE TRUE CASH VALUATION

FISCAL YEAR	PROPERTY VALUE					RATIO OF ASSESSED VALUATION TO TRUE CASH VALUATION	TRUE CASH VALUATION			
	REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY	TOTAL		REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY
2023-2024	\$ 14,263,426,780	\$ 560,682,360	\$ 356,564,642	\$ 112,576,160	\$ 15,293,249,942	53.77 %	93.27 %	3.67 %	2.33 %	0.74 %
2022-2023	13,398,220,550	503,132,030	314,062,130	88,667,340	14,304,082,050	54.81	93.67	3.52	2.20	0.62
2021-2022	12,254,158,240	447,841,320	305,299,783	74,814,010	13,082,113,353	57.07	93.67	3.42	2.33	0.57
2020-2021	11,177,694,470	432,147,210	290,138,407	68,521,710	11,968,501,797	59.63	93.39	3.61	2.42	0.57
2019-2020	10,587,872,190	405,412,040	234,416,421	65,525,850	11,293,226,501	59.90	93.75	3.59	2.08	0.58
2018-2019	10,111,730,100	410,098,360	222,800,584	67,442,170	10,812,071,214	60.19	93.52	3.79	2.06	0.62
2017-2018	9,012,880,030	405,731,152	266,741,142	57,028,690	9,742,381,014	64.55	92.51	4.16	2.74	0.59
2016-2017	7,956,510,240	377,714,504	212,276,505	45,731,770	8,592,233,019	69.97	92.60	4.40	2.47	0.53
2015-2016	7,118,441,620	362,161,236	181,401,855	39,130,860	7,701,135,571	74.87	92.43	4.70	2.36	0.51
2014-2015	7,778,266,940	367,587,665	162,477,988	34,599,530	8,342,932,123	67.50	93.23	4.41	1.95	0.41

Source: <https://www.multco.us/assessment-taxation/reports-and-data>
 Taxing District Values Report (M5 - 1990 Oregon Ballot Measure 5)
 Reynolds School District
 Multnomah County email: dcm.dart.application.support@multco.us

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY (CONTINUED)
LAST TEN FISCAL YEARS

PROPERTY VALUE TRUE CASH VALUATION						RATIO OF ASSESSED VALUATION TO TRUE CASH VALUATION
FISCAL YEAR	REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY	TOTAL	
2023-2024	\$ 14,263,426,780	\$ 560,682,360	\$ 356,564,642	\$ 112,576,160	\$ 15,293,249,942	53.77 %
2022-2023	13,398,220,550	503,132,030	314,062,130	88,667,340	14,304,082,050	54.81
2021-2022	12,254,158,240	447,841,320	305,299,783	74,814,010	13,082,113,353	57.07
2020-2021	11,177,694,470	432,147,210	290,138,407	68,521,710	11,968,501,797	59.63
2019-2020	10,587,872,190	405,412,040	234,416,421	65,525,850	11,293,226,501	59.90
2018-2019	10,111,730,100	410,098,360	222,800,584	67,442,170	10,812,071,214	60.19
2017-2018	9,012,880,030	405,731,152	266,741,142	57,028,690	9,742,381,014	64.55
2016-2017	7,956,510,240	377,714,504	212,276,505	45,731,770	8,592,233,019	69.97
2015-2016	7,118,441,620	362,161,236	181,401,855	39,130,860	7,701,135,571	74.87
2014-2015	7,778,266,940	367,587,665	162,477,988	34,599,530	8,342,932,123	67.50

Source: <https://www.multco.us/assessment-taxation/reports-and-data>
 Taxing District Values Report (M5 - 1990 Oregon Ballot Measure 5)
 Reynolds School District
 Multnomah County email: dcm.dart.application.support@multco.us

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY (CONTINUED)
 LAST TEN FISCAL YEARS

ASSESSMENT YEAR	FISCAL YEAR	REAL PROPERTY	PERSONAL PROPERTY	PUBLIC UTILITY PROPERTY	MANUFACTORY
2023	2023-2024	93.27 %	3.67 %	2.33 %	0.74 %
2022	2022-2023	93.67	3.52	2.20	0.62
2021	2021-2022	93.67	3.42	2.33	0.57
2020	2020-2021	93.39	3.61	2.42	0.57
2019	2019-2020	93.75	3.59	2.08	0.58
2018	2018-2019	93.52	3.79	2.06	0.62
2017	2017-2018	92.51	4.16	2.74	0.59
2016	2016-2017	92.60	4.40	2.47	0.53
2015	2015-2016	92.43	4.70	2.36	0.51
2014	2014-2015	93.23	4.41	1.95	0.41

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
LARGEST TAXPAYERS WITHIN DISTRICT
CURRENT AND TEN YEARS AGO

	2023-2024		2013-2014	
	ASSESSED VALUATION	PERCENTAGE OF TOTAL DISTRICT'S ASSESSED VALUATION	ASSESSED VALUATION	PERCENTAGE OF TOTAL DISTRICT'S ASSESSED VALUATION
PRIVATE ENTERPRISES				
Boeing Company	\$ 545,127,670	6.95%	\$ 213,072,820	28.11%
FedEx	121,424,680	1.55	28,829,160	3.80
Amazon.Com Services, Inc.	112,278,300	1.43	-	0.00
RREEF CPIF 17505 Ne San Rafael LLC	62,490,080	0.80	-	0.00
Comcast Corporation	59,242,330	0.76	32,935,100	4.35
U S National Bank of Oregon	53,381,750	0.68	39,789,060	5.25
Townsend Farms, Inc	38,254,070	0.49	32,232,110	4.25
Troutdale Associates LLC	37,663,000	0.48	-	0.00
Blue Lake Corporate Park LLC	36,739,430	0.47	-	0.00
IP Eat One, LLC	33,696,990	0.43	21,115,590	2.79
Western B Northwest Oregon, LLC	32,789,580	0.42	-	0.00
Teeny Foods Corp	32,219,610	0.41	-	0.00
<u>PUBLIC UTILITIES</u>				
Portland General Electric Company	109,904,990	1.40	47,753,000	6.30
SUB TOTAL	1,275,212,480		415,726,840	
ALL OTHER TAXPAYERS	6,564,798,000	83.73	342,270,450	45.15
TOTAL	\$ 7,840,010,480	100.00%	\$ 757,997,290	100.00%

Source: Multnomah County: dcm.dart.application.support@multco.us

(1) Albertson's Distribution Center Legal Entity/Name changed
2022: at RREEF DPIF 17505 NE San Rafael, LLC 2
013: ABS OR-O DC LLC

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
LARGEST TAXPAYERS WITHIN MULTNOMAH COUNTY

2024

TAXPAYER	BUSINESS/SERVICE	ASSESSED VALUATION (1)	PERCENTAGE OF TOTAL DISTRICT'S ASSESSED VALUATION	TAX (2)
Portland General Electric Co.	Electrical Utility	\$ 886,258,490	0.88%	\$ 16,411,544
PacifiCorp (PP&L)	Electrical Utility	809,105,810	0.81%	15,207,730
Port of Portland	Airport, Marine, Property Mgmt.	806,552,630	0.81%	20,979,204
Boeing Company	Manufacturing	552,333,660	0.55%	9,359,215
Comcast Corporation	Telecommunications	365,000,360	0.36%	8,302,346
Alaska Airlines Inc.	Airline	362,298,200	0.36%	6,169,178
Weston Investment Co LLC	Real Estate	359,265,090	0.36%	8,829,656
Fred Meyer Stores Inc.	Retail	243,150,830	0.24%	5,144,553
Northwest Natural Gas Co	Natural Gas Utility	223,996,950	0.22%	4,171,106
Kaiser Foundation	Healthcare	215,530,800	0.22%	4,685,662
Subtotal - ten of County's largest taxpayers		4,823,492,820	4.81%	99,260,193
All other County's taxpayers		95,359,216,350	95.19%	
Total County		<u>\$ 100,182,709,170</u>	<u>100.00%</u>	

(1) Assessed value does not exclude offsets such as urban renewal and farm tax credits.

(2) Tax amount is the total tax paid by the taxpayer within the boundaries of the District and County, respectively. This amount is distributed to individual local governments by the County. A breakdown of amounts paid to each individual local government is not available.

Source: Multnomah County: dcm.dart.application.support@multco.us

Source: <https://www.multco.us/assessment-taxation/reports-and-data> (Total County, district code 170H)

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN YEARS

	Dollars per \$1,000 True Cash Value				
	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
DIRECT:					
Reynolds School District #7 Permanent Rate	\$ 4.46	\$ 4.46	\$ 4.46	\$ 4.46	\$ 4.46
Reynolds School District #7 Bond	1.47	1.54	1.62	1.55	1.27
Weighted Average Direct (1)	<u>5.93</u>	<u>6.00</u>	<u>6.08</u>	<u>6.01</u>	<u>5.74</u>
Overlapping:					
City of Fairview	3.49	3.49	3.49	3.49	3.49
City of Gresham	3.61	3.61	3.61	3.61	3.61
City of Portland	7.22	7.31	7.31	7.34	7.24
City of Troutdale	3.77	3.77	3.77	3.77	3.77
Metro	0.10	0.10	0.10	0.10	0.10
Mt Hood Community College	0.49	0.49	0.49	0.47	0.49
Multnomah County	4.34	4.34	4.34	4.34	4.34
Multnomah ESD	0.46	0.46	0.46	0.46	0.46
Port of Portland	0.07	0.07	0.07	0.07	0.07
Rockwood Water PUD	-	-	-	-	-
	<u>23.54</u>	<u>23.63</u>	<u>23.63</u>	<u>23.64</u>	<u>23.56</u>
Totals*	<u>\$ 29.48</u>	<u>\$ 29.64</u>	<u>\$ 29.71</u>	<u>\$ 29.66</u>	<u>\$ 29.30</u>

	Dollars per \$1,000 True Cash Value				
	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
DIRECT:					
Reynolds School District #7 Permanent Rate	\$ 4.46	\$ 4.46	\$ 4.46	\$ 4.46	\$ 4.46
Reynolds School District #7 Bond	1.80	1.83	1.59	1.51	1.35
Weighted Average Direct (1)	<u>6.26</u>	<u>6.29</u>	<u>6.05</u>	<u>5.97</u>	<u>5.81</u>
Overlapping:					
City of Fairview	3.49	3.49	3.49	3.49	3.49
City of Gresham	3.61	3.61	3.61	3.61	3.61
City of Portland	7.28	7.31	7.06	4.58	4.58
City of Troutdale	3.77	3.77	3.77	3.77	3.77
Metro	0.10	0.10	0.10	0.10	0.10
Mt Hood Community College	0.49	0.49	0.49	0.49	0.49
Multnomah County	4.34	4.34	4.34	4.34	4.34
Multnomah ESD	0.46	0.46	0.46	0.46	0.46
Port of Portland	0.07	0.07	0.07	0.07	0.07
Rockwood Water PUD	-	-	-	-	-
	<u>23.60</u>	<u>23.62</u>	<u>23.39</u>	<u>20.90</u>	<u>20.90</u>
Totals*	<u>\$ 29.87</u>	<u>\$ 29.91</u>	<u>\$ 29.44</u>	<u>\$ 26.87</u>	<u>\$ 26.71</u>

*Numbers in totals do not reflect the actual tax rate for any one property, but are the results of the potential combination of taxing units within District boundaries.
(1) This is a weighted average rate as limited by ballot measure 5. Actual rates may vary by tax codes and lots because of differing compression.
Source: Multnomah County Departments of Assessment and Taxation. <https://multco.us/assessment-taxation/reports-and-data>

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 PROPERTY TAX LEVIES AND COLLECTION (1)
 LAST TEN FISCAL YEARS

FISCAL YEAR ENDED JUNE 30	TOTAL TAX LEVY FOR FISCAL YEAR			COLLECTED WITHIN THE FISCAL YEAR OF THE LEVY			TOTAL COLLECTIONS TO DATE	
	GENERAL FUND	DEBT SERVICE FUND	TOTAL	CURRENT YEAR	PERCENTAGE OF LEVY	COLLECTIONS IN SUBSEQUENT YEARS (3)	AMOUNT	PERCENTAGE OF LEVY
2024	\$ 32,293,953	\$ 11,859,042	\$ 44,152,995	\$ 43,626,738	98.81 %	-	\$ 43,626,738	98.81 %
2023	32,412,391	12,099,488	44,511,879	43,892,397	98.61	414,632	44,307,029	99.54
2022	30,834,056	12,065,758	42,899,814	39,042,973	91.01	3,758,767	42,801,740	99.77
2021	29,628,174	11,107,556	40,735,730	38,982,796	95.70	1,704,447	40,687,243	99.88
2020	28,244,785	8,295,681	36,540,466	34,828,872	95.32	1,698,175	36,527,047	99.96
2019	27,397,656	11,396,874	38,794,530	37,068,788	95.55	1,721,182 (2)	38,789,970	99.99
2018	26,418,350	11,319,952	37,738,302	35,880,974	95.08	1,854,234	37,735,208	99.99
2017	25,270,192	9,346,815	34,617,007	32,934,681	95.14	1,680,154	34,614,835	99.99
2016	24,240,220	8,411,994	32,652,214	31,006,462	94.96	1,644,194	32,650,656	100.00
2015	24,521,780	6,424,434	30,946,214	29,341,706	94.82	1,603,423	30,945,129	100.00

Source: Multnomah County Departments of Assessment and Taxation
 FYXX-XX AR Tax District Receivable Summary

- (1) Tax collections include discounts, interest and other adjustments.
- (2) This number includes the COMCAST pay off from litigation.
- (3) Collections in subsequent years includes current year revenue received for taxes levied in prior years.

REYNOLDS SCHOOL DISTRICT NO.7
 MULTNOMAH COUNTY, OREGON
 RATIOS OF GENERAL BONDED DEBT OUTSTANDING AND LEGAL DEBT MARGIN
 LAST TEN FISCAL YEARS

GENERAL BONDED DEBT OUTSTANDING

FISCAL YEAR	GENERAL OBLIGATION BONDS	PENSION OBLIGATION BONDS	FULL FAITH & CREDIT OBLIGATION BOND	TOTAL	LESS GO BOND DEBT SERVICE FUND	LESS PERS BOND FUND	NET GENERAL BONDED DEBT	RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUATION (3)	RATIO OF NET GENERAL BONDED DEBT TO TRUE CASH VALUE (3)
								%	%
2024	\$ 92,075,941	\$ 34,670,000	\$ 15,110,714	\$ 141,856,655	\$ 5,036,225	\$ 578,421	136,242,009	1.66	0.89
2023	99,792,016	42,535,000	15,943,480	158,270,496	76,792	441,408	157,752,296	2.01	1.10
2022	110,838,413	44,659,477	17,821,429	173,319,319	4,626,036	111,883	168,581,400	2.26	1.29
2021	128,332,826	46,506,712	19,282,856	194,122,394	6,089,724	119,822	187,912,848	2.63	1.57
2020	135,560,024	48,500,998	22,908,042	206,969,064	5,911,090	180,783	200,877,191	2.81	1.78
2019	127,310,047	51,064,881	17,930,000	196,304,928	6,917,468	231,998	189,155,462	2.80	1.67
2018	132,010,047	53,223,817	18,680,000	203,913,864	4,482,333	149,019	199,282,512	3.06	1.84
2017	136,300,047	55,395,492	19,400,000	211,095,539	3,739,462	121,751	207,234,326	3.30	2.13
2016	140,200,047	57,576,475	20,090,000	217,866,522	2,943,206	102,675	214,820,641	3.57	2.50
2015	21,320,000	59,755,777	20,760,000	101,835,777	2,295,228	96,624	99,443,925	1.72	1.29

Legal Debt Margin Calculation for Fiscal Year 2023-2024:

Real Market Value	\$ 15,239,668,432
Debt Limit (7.95%) (1)	1,211,553,640
Amount of Debt Applicable to Debt Limit	(136,242,009)
Legal Debt Margin	<u>\$ 1,075,311,631</u>

FISCAL YEAR	RATIO OF TOTAL GENERAL BONDED DEBT TO PERSONAL INCOME (3)	TOTAL GENERAL BONDED DEBT PER CAPITA	NET GENERAL BONDED DEBT PER CAPITA	LEGAL DEBT LIMIT (1)	LEGAL DEBT MARGIN (2)	RATIO OF LEGAL DEBT MARGIN TO DEBT LIMIT
2024	0.24 %	180	173	\$ 1,211,553,640	\$ 1,075,311,631	88.75 %
2023	0.26	189	188	1,040,028,012	882,275,716	84.83
2022	0.29	206	201	1,040,028,012	871,446,612	83.79
2021	0.33	233	226	951,495,893	763,780,673	80.27
2020	0.29	208	203	951,495,893	782,914,493	82.28
2019	0.32	237	229	897,811,507	709,898,659	79.07
2018	0.36	255	247	859,559,662	658,682,471	76.63
2017	0.38	243	234	774,519,291	585,363,829	75.58
2016	0.43	251	245	683,082,525	483,800,013	70.83
2015	0.48	261	256	612,240,278	405,005,952	66.15

Note: Details regarding the District's outstanding debt can be found in the notes to the financial statements

(1) ORS 328.245 establishes a parameter of bonded indebtedness for school districts. Aggregates are governed by real market values of all taxable properties within the District bases on the following: (A) For each grade from kindergarten to eighth for which the District operates schools, fifty-five one-hundredths of one of one percent (.0055) of real market value. (B) For each grade from ninth to twelfth for which the District operates schools, seventy-five one-hundredths of one percent (.0075) of real market value. Allowable percent of real market value: (A) Kindergarten through eighth grade, 9*.0055=4.95% (B) Ninth through twelfth grade, 4*.0075=3.00% or 7.95% of real market value. Real market value data can be found on Table of Assessed Value and Actual Value of Taxable Property

(2) The legal debt margin is the District's available borrowing authority under ORS 328.245 and is calculated by subtracting the net debt applicable to the legal debt limit from the legal debt limit

(3) Demographic and Economic Statistics can be found on Personal Income and Population and Assessed Value and True Cash Value Pages

Sources: U.S. Census Bureau, American Community Survey and Multnomah Counties Department of Assessment and Taxation

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
OVERLAPPING GROSS BONDED DEBT
June 30, 2024

REYNOLDS SCHOOL DISTRICT			
Real Market Value of Subject Issuer is: \$15,239,668,432 as of 1/1/2023			
Net Property-tax Backed Debt of Subject Issuer is:	\$ 146,835,941	Ratio of Net Property-tax Backed Debt to Real Market Value is:	0.96%
Net Property-tax Backed Debt of Overlapping Issuers is:	\$ 111,482,445	Ratio of Total Net Property-tax Backed Debt to Real Market Value is:	1.70%

OVERLAPPING GOVERNMENT	REAL MARKET VALUATION	GROSS BONDED DEBT (1)	NET DIRECT DEBT (2)	PERCENT WITHIN SCHOOL DISTRICT (3)	OVERLAPPING	
					GROSS BONDED DEBT (1)	NET DIRECT DEBT (2)
City of Fairview	\$ 1,784,737,323	\$ 10,990,720	\$ 5,675,720	\$ 1	\$ 10,990,720	\$ 5,675,720
City of Gresham	\$ 19,491,935,013	\$ 42,630,378	\$ 26,350,378	\$ 29	\$ 12,269,321	\$ 7,583,823
City of Portland	\$ 178,615,274,418	\$ 711,814,756	\$ 401,515,000	\$ 2	\$ 13,868,287	\$ 7,822,717
City of Troutdale	\$ 3,391,308,333	\$ 3,515,000	\$ 3,515,000	\$ 98	\$ 3,433,680	\$ 3,433,680
City of Wood Village	\$ 780,578,305	\$ 2,375,000	\$ 2,375,000	\$ 100	\$ 2,375,000	\$ 2,375,000
Corbett Water District	\$ 686,046,732	\$ 204,863	\$ 204,863	\$ 4	\$ 9,019	\$ 9,019
Metro	\$ 436,418,925,503	\$ 774,190,443	\$ 765,485,443	\$ 3	\$ 27,034,730	\$ 26,730,752
Mt. Hood Community College	\$ 64,553,946,332	\$ 96,230,000	\$ 69,765,000	\$ 24	\$ 22,717,593	\$ 16,469,842
Multnomah County	\$ 210,405,126,184	\$ 509,757,429	\$ 509,757,429	\$ 7	\$ 36,921,731	\$ 36,921,731
Multnomah City RFPD 10	\$ 1,371,768,309	\$ 381,421	\$ 381,421	\$ 14	\$ 54,371	\$ 54,371
Multnomah City RFPD 14	\$ 831,980,424	\$ 4,445,000	\$ 4,445,000	\$ 4	\$ 161,602	\$ 161,602
Multnomah ESD	\$ 213,405,004,045	\$ 75,677,417	\$ 59,432,417	\$ 7	\$ 5,404,276	\$ 4,244,188
Port of Portland	479,861,013,594	32,210,000	-	3.18	1,022,957	-
Overlapping Gross Bonded Debt	1,611,597,644,515	2,264,422,427	1,848,902,671		136,263,287	111,482,445
Reynolds School District	15,239,668,432	147,121,656	146,835,941	100.00	147,121,656	146,835,941
Overlapping Gross Bonded Debt	\$ 1,626,837,312,947	\$ 2,411,544,083	\$ 3,844,641,283		\$ 283,384,943	\$ 258,318,386

Source: Oregon State Treasury
<http://https://www.oregon.gov/treasury/oregon-bonds/municipal-debt-advisory/Pages/Overlapping-Debt-Request.aspx>

- (1) Gross bonded debt includes all bonds backed by a general obligation pledge including self-supporting general obligation bonds and limited tax debt
- (2) Net direct debt including all tax-supported bonds; self-supporting bonds are excluded
- (3) The percentage of overlapping debt is estimated using taxable assessed property values.

Applicable percentages were estimated by determining the portion of the overlapping district's taxable assessed value that is within the school district's boundaries and dividing it by the overlapping district's total taxable assessed value. These percentages are calculated by the State of Oregon Municipal Debt Advisory Commission.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the District.
This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the District.
This process recognizes that, when considering the District's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account.
However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt of each overlapping government.

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 DEMOGRAPHIC AND ECONOMIC STATISTICS
 LAST TEN YEARS

FISCAL YEAR	POPULATION		PERSONAL INCOME (4)	PER CAPITA PERSONAL INCOME		UNEMPLOYMENT RATE	
2024	789,698	(6)	\$ 59,836,996,856	\$ 75,772	(5)	3.90%	(2)
2023	839,455	(3)	59,958,073,375	71,425	(1)	3.40	(2)
2022	831,446	(3)	59,386,030,550	71,425	(1)	3.80	(2)
2021	820,421	(3)	59,808,690,900	72,900	(1)	5.70	(2)
2020	811,857	(3)	57,792,841,403	71,186	(1)	15.30	(4)
2019	807,555	(3)	51,662,523,570	63,974	(1)	3.60	(4)
2018	811,880	(3)	46,967,258,000	57,850	(4)	3.80	(4)
2017	808,781	(3)	44,261,349,006	54,726	(4)	3.80	(4)
2016	803,741	(3)	41,838,737,755	52,055	(4)	4.60	(4)
2015	790,230	(3)	40,299,359,310	50,997	(4)	5.10	(4)

Sources:

(1) <https://datausa.io/profile/geo/multnomah-county-or>

(2) <https://fred.stlouisfed.org/series/ORMULT1URN>

(3) <https://worldpopulationreview.com/us-counties/or/multnomah-county-population>

(4) U.S Census Bureau, American Community Survey & Proximity One

(5) Bureau of Economic Analysis U.S. Department of Commerce annual per capita personal income data

(6) <https://censusreporter.org/profiles/05000US41051-multnomah-county-or/>

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 SAMPLE OF PRINCIPAL INDUSTRIES IN SCHOOL DISTRICT (1)
 CURRENT AND TEN YEARS AGO

Employer	2023 (3)			2014		
	Employees	Rank	% of Total City	Employees	Rank	% of Total City
Amazon.com	2,538	1	28.00%			
FedEx Ground (2)	1750	2	19.31%	740	1	15.47%
Walsh Trucking Co., LTD	416	3	4.59%	220	2	4.60%
Tube Specialties	140	4	1.54%	191	3	3.99%
Brand Safeway Services	137	5	1.51%	90	10	1.88%
Travel Centers of America	125	6	1.38%	125	6	2.61%
Edgefield McMenamins	120	7	1.32%	120	7	2.51%
Wolcott Plumbing	113	8	1.25%			
Home Depot USA, Inc.	105	9	1.16%	168	5	3.51%
Toyo Tanso USA, Inc.	102	10	1.13%	134	4	2.80%
Fujii Farms, Inc.				102	9	2.13%
Postal Express				113	8	2.36%
Totals	5,546		61.19%	2,003		41.86%

(1) Information from the City of Troutdale is presented as a sample of the Principal Employers in the District.

The Reynolds School District encompasses multiple cities, in whole and in part.

See Overlapping Gross Bonded Debt Schedule.

Source: City of Troutdale ACFR 2022-23

<https://www.troutdaleoregon.gov/finance/page/city-budgetacfr>

(2) FedEx Ground Package System, Inc.

(3) Due to the availability of information available as of the date of the report, prior year totals are included for comparison

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
 FULL-TIME EQUIVALENT DISTRICT EMPLOYEES BY FUNCTION - GENERAL FUND - LAST TEN FISCAL YEARS

	2023- 2024	2022- 2023	2021- 2022	2020- 2021	2019- 2020	2018- 2019	2017- 2018	2016- 2017	2015- 2016	2014- 2015
Instruction:										
Primary K-5	229.26	211.35	205.66	205.66	220.42	208.53	199.34	208.28	197.70	200.42
Middle/Junior high programs	99.47	84.80	82.80	88.30	85.46	80.13	91.50	88.50	92.00	90.50
High school programs	91.33	88.13	87.50	87.50	85.00	83.50	87.83	90.99	98.99	98.83
High school programs extracurricular	2.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Programs for the talented and gifted	1.00	1.00	1.00	1.00	0.50	0.50	0.50	0.50	0.50	0.50
Restrictive programs for student with disabilities	20.19	16.41	30.00	30.00	31.00	35.88	35.88	35.14	40.50	38.94
Transition programs	6.56	6.06	7.00	7.00	6.00	5.06	5.84	5.84	8.34	10.13
Life skills	31.28	31.59	29.63	30.44	33.25	30.88	30.06	36.34	30.41	30.97
Functional living skills	20.44	17.56	19.22	19.22	16.72	16.28	15.50	13.56	8.59	9.50
Less restrictive programs for students with disabilities	95.49	80.84	72.28	71.96	62.84	57.12	56.31	57.12	57.29	50.86
Less restrictive charter schools	3.70	3.70	3.10	3.10	3.88	3.85	2.70	2.70	3.90	4.20
Alternative Education	14.85	13.60	13.60	13.60	15.35	15.35	15.35	15.85	18.60	18.60
Reynolds learning academy west	-	-	-	-	-	-	-	-	-	-
English second language programs	64.95	45.26	50.76	51.27	50.20	48.15	71.33	78.08	80.18	68.21
Total Instruction	680.53	601.30	603.55	610.05	611.62	586.23	613.14	633.89	638.00	622.66
Support services										
Attendance and social work services	3.00	3.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50
Student safety	24.84	22.84	16.91	16.91	16.16	16.16	16.16	16.16	17.94	15.09
Guidance services	25.00	25.50	25.50	25.50	25.50	25.50	25.50	25.50	27.00	27.00
Health services	1.38	1.00	1.34	1.34	2.16	3.16	3.06	3.25	1.63	0.00
Psychological services	10.50	10.00	11.00	11.00	11.00	10.00	10.00	11.00	9.30	9.30
Speech pathology and audiology services	20.60	17.20	21.25	21.25	20.25	19.25	19.40	21.88	17.54	18.38
Other student treatment services	6.20	5.60	6.20	6.20	7.40	6.60	6.60	6.94	7.00	8.14
Service direction-Student support services	9.00	13.00	11.50	11.75	8.42	8.42	8.42	8.55	7.55	8.75
Improvement of Instructional Services	-	1.00	1.50	1.75	-	-	-	-	-	-
Teaching and Learning	5.00	3.00	3.00	2.75	4.50	4.50	4.50	4.50	4.50	4.75
Educational media services	17.31	14.31	14.03	14.03	14.06	13.69	13.69	13.75	14.25	14.19
Assessment & testing	1.00	2.00	2.00	2.00	2.00	2.50	2.50	1.50	5.00	5.50
Instructional Staff Development/Technology	15.67	3.00	2.00	2.00	1.00	-	-	-	-	-
Board of education services	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Office of the Superintendent	1.50	1.50	1.50	1.50	1.75	1.75	1.50	1.50	1.50	1.50
Building Administration	100.16	93.57	90.15	90.15	88.98	88.98	93.72	94.70	98.48	96.23
Direction of business support services	0.00	2.00	2.10	2.00	-	-	-	-	-	-
Fiscal services	15.00	11.00	9.00	9.00	10.40	9.40	10.15	11.40	10.90	10.70
Operation and maintenance of plant services	-	-	-	-	-	-	-	-	-	12.20
Risk Management	1.00	-	-	1.00	1.00	1.00	-	-	-	-
Facilities Direction	3.00	2.10	2.10	2.00	1.89	2.88	3.22	3.07	3.95	-
Facilities Upkeep	0.00	60.15	53.25	52.75	54.75	52.00	54.10	53.00	53.00	-
Grounds maintenance	5.25	5.25	5.25	4.25	4.25	4.00	4.00	4.00	5.00	5.00
Maintenance Services	7.00	6.00	6.00	6.00	8.00	-	-	-	-	-
Building fixed costs	-	-	-	-	-	-	-	-	-	-
Custodial Services	61.05	-	-	-	-	-	-	-	-	43.25
Safety Program	-	-	-	-	-	-	-	1.00	1.00	-
Transportation	49.10	61.55	76.33	61.83	77.73	73.73	76.58	80.65	74.30	86.12
Transportation-special Ed	20.31	20.23	11.12	7.09	10.57	11.51	10.94	12.15	12.35	0.28
Distributive services	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Print, publish, duplication services	1.00	1.00	1.00	1.00	1.00	1.00	1.50	1.50	1.50	1.50
Grant Development	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Communication	7.00	5.00	3.00	3.00	2.25	2.25	1.50	1.50	1.50	1.50
Staff services	8.00	9.00	7.00	6.00	6.00	6.00	6.00	6.50	6.50	6.90
Recruitment Services	-	-	-	-	-	-	-	0.00	1.50	-
Technology services	13.00	13.10	12.10	12.00	12.20	11.20	10.20	10.20	9.45	9.70
Other Support Services	8.00	-	-	-	-	-	-	0.25	0.25	-
Interpretation & Translation Services	5.63	4.63	5.13	5.13	6.00	4.63	-	-	-	-
Total Support Services	447.00	419.53	406.26	386.18	404.22	385.11	388.25	399.44	397.89	390.98
Community services										
Custody and care of children services	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.00
Total Community Services	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.00
Total FTE	1130.03	1023.33	1012.31	998.73	1018.34	973.84	1003.89	1035.83	1038.39	1015.64

Source: 2023-24 Reynolds School District Adopted Budget (page 94)
 One Full Time Equivalent (FTE) is defined as a regular position scheduled to work eight hours per day

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON

YEAR ENDED JUNE 30, 2024

LICENSED PROFESSIONAL SALARY PLAN

LEVEL	BACHELORS	BACHELORS	BACHELORS+4	BA+60	BA+90	BA+120
		+20	0	MASTERS	MASTERS+2 4	MASTERS+4 5
0	48,929	50,339	51,466	54,700	56,666	58,035
1	50,997	52,509	53,638	57,134	59,128	60,573
2	53,086	54,699	55,845	59,599	61,616	63,136
3	55,272	56,995	58,143	62,180	64,216	65,815
4	57,418	59,238	60,405	64,706	66,765	68,448
5	59,593	61,528	62,693	67,278	69,356	71,123
6	61,775	63,816	64,988	69,848	71,954	73,806
7	63,991	66,149	67,325	72,467	74,593	76,523
8	66,256	68,502	69,689	75,115	77,259	79,280
9	68,395	70,878	72,084	77,791	79,971	82,066
10		72,530	75,752	80,502	82,699	84,891
11			77,515	83,210	85,437	87,707
12				85,999	88,269	90,623
13				88,002	91,205	93,550
14						95,729

LICENSED STAFF PER LEVEL AND EDUCATION IN FULL-TIME EQUIVALENT EMPLOYEES

LEVEL	BACHELORS	BACHELORS	BACHELORS+4	BA+60	BA+90	BA+120	TOTAL
		+20	0	MASTERS	MASTERS+2 4	MASTERS+4 5	
0	18	0	4.8	15.5	0	1	39.3
1	16	1	1	23	2	1.6	44.6
2	11	3	1	34.5	3	2.5	55
3	8	0	2	17.67	3	2	32.67
4	10	1	0	18	3	3	35
5	3	1	0	13	5	3	25
6	3	1	1	14	1	5	25
7	3	2	0	11	0	4.2	20.2
8	3	0	0	12	4	4	23
9	2	1	0	15	3	4	25
10	2	2	0	9	7	8	28
11	2	0	1	12	5	2	22
12	0	0	0	7	4	7	18
13	1.6	0	0	13	8	8	30.6
14	2	3	4	72.5	60	164.3	305.8
Total	84.6	15	14.8	287.17	108	219.6	729.17

Source: Reynolds School District Human Resources Department

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON

OPERATING STATISTICS
LAST TEN FISCAL YEARS

FISCAL YEAR	ADMw (1)	STUDENT ENROLLMENT (2)	COST PER PUPIL (3)	LICENSED STAFF	PUPIL-TEACHER RATIO	Number of students graduated (4)	
						Reynolds High School	Reynolds Learning Academy
2023-2024	11,226.26	8,377	\$ 23,203	729.2	11.49	402	43
2022-2023	11,499.87	8,704	22,375	646.2	13.47	393	40
2021-2022	13,913.29	8,856	18,367	648.2	13.66	446	62
2020-2021	14,240.23	9,340	16,149	647.2	14.43	447	45
2019-2020	13,092.29	9,800	15,996	639.2	15.33	465	68
2018-2019	13,246.23	9,837	17,438	601.3	16.36	450	32
2017-2018	13,646.74	10,104	13,683	617.6	16.36	436	32
2016-2017	14,027.36	10,284	12,123	647.7	15.88	458	63
2015-2016	14,079.67	10,416	9,915	674.1	15.45	484	59
2014-2015	13,689.86	10,648	12,137	659.5	16.15	460	63

FISCAL YEAR	NUMBER OF TYPE A LUNCHES SERVED			NUMBER OF BREAKFASTS SERVED		
	PAID	FREE	REDUCED PRICE	PAID	FREE	REDUCED PRICE
2023-2024	-	926,855	-	-	511,693	-
2022-2023	-	878,912	- (5)	-	433,808	-
2021-2022	-	820,869	- (5)	-	447,749	-
2020-2021	-	287,315	- (5)	-	282,647	-
2019-2020	99,798	693,389	29,773	32,748	445,102	9,407
2018-2019	120,378	878,563	43,283	42,951	515,536	13,149
2017-2018	79,675	959,572	44,360	12,059	578,691	13,076
2016-2017	57,826	891,329	35,804	10,040	593,551	13,503
2015-2016	70,660	1,074,545	40,851	9,056	611,734	13,297
2014-2015	155,314	997,287	82,964	54,295	536,811	38,012

Sources:

(1) ADMw is from ODE ADMW Breakout report excluding Charter Schools.

<https://www.oregon.gov/ode/schools-and-districts/grants/Pages/School-District-and-ESD-payment-Statements.aspx>

(2) Enrollment is the ODE Student Enrollment Report number, excluding Charter Schools

<https://www.oregon.gov/ode/reports-and-data/students/Pages/Student-Enrollment-Reports.aspx>

(3) Cost per pupil is calculated by the District using total expenditures on the Statement of revenues, expenditures and changes in fund balances, excluding capital outlay and debt services

(4) Graduated Students are not formally available from ODE Graduation Rate Report as Oregon Certificate Awarded until January

<https://www.oregon.gov/ode/reports-and-data/students/Pages/Cohort-Graduation-Rate.aspx>

(5) All meals were free during FY 2020-2023, and due to the pandemic, the numbers were low.

Reynolds School District and Nutrition Service

REYNOLDS SCHOOL DISTRICT NO.7
MULTNOMAH COUNTY, OREGON
CAPITAL ASSET INFORMATION - LAST TEN FISCAL YEARS

	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>	<u>2019-2020</u>
Elementary Schools					
Buildings	11	11	11	11	11
Square Feet	694,429	694,429	694,429	694,429	694,429
Capacity	5,859	6,139	6,139	6,139	6,139
Enrollment	3,854	3,907	3,897	4,197	4,647
Middle Schools					
Buildings	3	3	3	3	3
Square Feet	397,862	411,811	411,811	411,811	411,811
Capacity	2,416	2,416	2,416	2,416	2,416
Enrollment	1,949	2,053	2,184	2,312	2,388
High Schools					
Buildings	2	2	2	2	2
Square Feet	341,543	365,416	365,416	365,416	365,416
Capacity	2,495	2,495	2,495	2,495	2,495
Enrollment	2,574	2,677	2,775	2,831	2,765
Administrative					
Buildings	1	1	1	1	1
Square Feet	12,500	12,500	12,500	12,500	12,500
	<u>2018-2019</u>	<u>2017-2018</u>	<u>2016-2017</u>	<u>2015-2016</u>	<u>2014-2015</u>
Elementary Schools					
Buildings	11	11	11	11	11
Square Feet	694,429	599,731	599,731	599,731	599,731
Capacity	6,139	5,599	5,599	5,599	5,599
Enrollment	4,809	4,961	5,131	5,179	5,202
Middle Schools					
Buildings	3	3	3	3	3
Square Feet	411,811	411,811	411,811	411,811	411,811
Capacity	2,416	2,416	2,416	2,416	2,416
Enrollment	2,307	2,244	2,318	2,299	2,448
High Schools					
Buildings	2	2	2	2	2
Square Feet	365,416	334,837	334,837	334,837	334,837
Capacity	2,495	2,495	2,495	2,495	2,495
Enrollment	2,721	3,045	2,910	3,097	3,129
Administrative					
Buildings	1	1	1	1	1
Square Feet	12,500	12,500	12,500	12,500	12,500

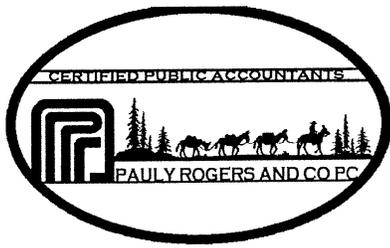
Sources: Reynolds School District Facilities Services Department

Enrollment is the ODE Student Enrollment Report (Fall Membership Report), excluding Charter Schools

<https://www.oregon.gov/ode/reports-and-data/students/Pages/Student-Enrollment-Reports.aspx>

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

INDEPENDENT AUDITORS' REPORT REQUIRED BY OREGON STATE REGULATIONS



PAULY, ROGERS, AND CO., P.C.
12700 SW 72nd Ave. Tigard, OR 97223
(503) 620-2632
www.paulyrogersandcocpas.com

January 31, 2025

Independent Auditors' Report Required by Oregon State Regulations

We have audited the basic financial statements of Reynolds School District No. 7 (the District) as of and for the year ended June 30, 2024, and have issued our report thereon dated January 31, 2025. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards.

Compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of the basic financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295)**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **State school fund factors and calculation.**

In connection with our testing nothing came to our attention that caused us to believe the District was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the internal controls over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the internal controls over financial reporting.

We noted a matter involving the internal control structure and its operation that we consider to be a significant deficiency under standards established by the American Institute of Certified Public Accountants, which is noted in the schedule of findings and questioned costs on page 103 of the report.

This report is intended solely for the information and use of the Board of Directors and management and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.



ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

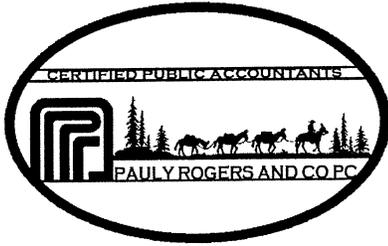
REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON

GRANT COMPLIANCE REVIEW

**REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 2024**

Federal Grantor	Program Title	Pass through Grantor	AL Number	Pass Through Entity Number	Grant Period	Expenditures	Passed Through to Subrecipients
US Department of Education:							
	Title IA - YR 21-22	Oregon State Department of Education	84.010	67061	7/1/21-9/30/23	12,434	NA
	Title IA - YR 22-23	Oregon State Department of Education	84.010	72602	7/1/22-9/30/23	914,401	23,624
	Title IA - YR 23-24	Oregon State Department of Education	84.010	76567	7/1/23-9/30/24	3,466,623	235,593
	ESSA Partnerships CSI & TSI YR 21-22	Oregon State Department of Education	84.010	68007	10/1/21-9/30/23	227,128	NA
	ESSA Partnerships CSI & TSI YR 22-23	Oregon State Department of Education	84.010	75168	11/1/22-9/30/24	933,862	NA
						<u>5,554,448</u>	<u>259,217</u>
	IDEA Part B 611 YR 22-23	Oregon State Department of Education	84.027	74115	7/1/22-9/30/24	215,487	NA
	IDEA Part B 611 YR 21-22 ARP	Oregon State Department of Education	84.027	68470	7/1/21-9/30/23	241,305	NA
	IDEA Part B 611 YR 23-24	Oregon State Department of Education	84.027	78051	7/1/22-9/30/25	1,673,293	NA
	IDEA 611 Oregon Extended Assessment 23-24	Oregon State Department of Education	84.027	79986	7/1/23-6/30/24	2,198	NA
						<u>2,132,283</u>	<u>-</u>
	IDEA Part B 619 YR 21-22	Oregon State Department of Education	84.173	68991	7/1/21-9/30/23	1,856	NA
	IDEA Part B 619 YR 21-22 ARP	Oregon State Department of Education	84.173	69235	7/1/21-9/30/23	3,298	NA
	IDEA Part B 619 YR 22-23	Oregon State Department of Education	84.173	74293	7/1/22-9/30/24	10,711	NA
						<u>15,865</u>	<u>-</u>
				Special Education Cluster (IDEA) Total:		<u>2,148,148</u>	<u>-</u>
	Title III English Language Acquisition YR 21-22	Oregon State Department of Education	84.365	67162	7/1/21-9/30/24	20,701	NA
	Title III English Language Acquisition YR 22-23	Oregon State Department of Education	84.365	73121	7/1/22-9/30/24	389,006	NA
	Title III English Language Acquisition YR 23-24	Oregon State Department of Education	84.365	77009	7/1/23-9/30/24	219,214	NA
						<u>628,921</u>	<u>-</u>
	Title IIA Improving Teacher Quality YR 22-23	Oregon State Department of Education	84.367	72799	7/1/22-9/30/23	101,339	NA
	Title IIA Improving Teacher Quality YR 23-24	Oregon State Department of Education	84.367	76764	7/1/23-9/30/24	401,962	NA
						<u>503,301</u>	<u>-</u>
	Title IV Student Support and Academic Enrichment	Oregon State Department of Education	84.424	77183	7/1/23-9/30/24	300,150	NA
	COVID-19 - LEA ESSER III	Oregon State Department of Education	84.425 D	64975	3/13/20-9/30/24	15,568,472	1,064,182
	Jumpstart Kindergarten YR 22-23	Oregon State Department of Education	84.425 D	74710	5/1/22-9/30/24	257,028	30,215
	ARP HCY	Oregon State Department of Education	84.425 D	69393	4/23/21-9/30/24	138,171	NA
	Bilingual Educator Pathways	Oregon State Department of Education	84.425 D	75960	3/1/23-9/30/24	169,988	NA
	21st CCLC Cohort 5, YR 1 23-24	Oregon State Department of Education	84.425 D	77617	7/1/23-9/30/24	102,030	NA
						<u>16,235,689</u>	<u>1,094,397</u>
	Title VI Indian Education YR 22-23	Direct	84.060A	S060A232099	7/1/23-6/30/24	14,677	NA
	RFA 4708 Summer Work	Oregon Department of Human Services	84.126A	176067	5/13/23-2/29/24	54,180	NA
	Oregon Youth Transition Programs	Oregon Department of Human Services	84.126A	160745	7/1/2021-6/30/23	221,357	NA
						<u>275,537</u>	<u>-</u>
Department of Health and Human Services							
	Foster Care Title IV E - Transportation	Oregon State Department of Education	93.658	81343	7/1/23-9/30/24	-	NA
US Department of Agriculture:							
	National School Breakfast	Oregon State Department of Education	10.553	N/A	7/1/23-6/30/24	1,249,175	NA
	USDA Commodities	Oregon State Department of Education	10.555	N/A	7/1/23-6/30/24	334,504	NA
	National School Lunch Program	Oregon State Department of Education	10.555	N/A	7/1/23-6/30/24	3,511,657	NA
	NSLP Supply Chain Assistance	Oregon State Department of Education	10.555	N/A	7/1/23-6/30/24	82,185	NA
						<u>3,926,346</u>	<u>-</u>
	Summer Feeding Program	Oregon State Department of Education	10.559	N/A	7/1/23-6/30/24	99,752	NA
	Summer Food SVC Reimb GF 23-24	Oregon State Department of Education			7/1/23-6/30/24	1,206	
						<u>100,958</u>	<u>-</u>
	Fresh Fruit and Vegetable Program	Oregon State Department of Education	10.582	61361	10/1/2021-9/30/22	46,875	NA
						<u>5,325,354</u>	<u>-</u>
	CNP CACFP CIL-Cash Commodities	Oregon State Department of Education	10.558	N/A	7/1/23-6/30/24	12,388	NA
	Child and Adult Care Food Program	Oregon State Department of Education	10.558	N/A	7/1/23-6/30/24	178,467	NA
						<u>190,855</u>	<u>-</u>
	Snap State and Local	Oregon State Department of Education	10.649	N/A	7/1/22-6/30/23	6,180	NA
	Local Food for Schools	Oregon State Department of Education	10.185	76217	3/1/23-8/31/24	52,800	NA
US Department of Defense:							
	Passed Through Junior Reserve Officers' Training Corp	US Department of Defense	12.556	N/A	2023-24	47,743	NA
	Total Federal Financial Assistance					\$ 31,283,803	\$ 1,353,614
						\$ 31,283,803	
						996,353	
						\$ 32,280,156	



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January 31, 2025

To the Board of Directors
Reynolds School District No. 7
Multnomah County, Oregon

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Reynolds School District No. 7 (the District) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements, and have issued our report thereon dated January 31, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of internal control. Accordingly, we do not express an opinion on the effectiveness of internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented, or detected and corrected, on a timely basis.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying schedule of findings and questioned costs to be significant deficiencies.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we identified one deficiency in internal control that we consider to be a significant deficiency noted as FS-2024-001 in the following schedule. However, material weaknesses or additional significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements are free from material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Entity's Response to Findings

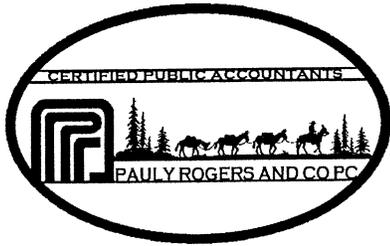
The entity's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.



PAULY, ROGERS, AND CO., P.C.
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January 31, 2025

To the Board of Directors
Reynolds School District No. 7
Multnomah County, Oregon

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Reynolds School District No. 7 (the District) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the major federal programs for the year ended June 30, 2024. The major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to its federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the entity's response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Roy R. Rogers". The signature is written in a cursive style with a large, prominent "R" at the beginning.

ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

REYNOLDS SCHOOL DISTRICT NO. 7
MULTNOMAH COUNTY, OREGON
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2024

SECTION I – SUMMARY OF AUDITORS’ RESULTS

Basic Financial Statements

Type of Auditors’ report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified that are not considered to be material weaknesses Yes None reported

Noncompliance material to basic financial statements noted? Yes No

Any GAGAS audit findings disclosed that are required to be reported in accordance with the Uniform Guidance? Yes No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified that are not considered to be material weaknesses Yes None reported

Type of auditors’ report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance? Yes No

REYNOLDS SCHOOL DISTRICT NO. 7

MULTNOMAH COUNTY, OREGON

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended June 30, 2024

IDENTIFICATION OF MAJOR PROGRAMS

AL Number(s):

84.425D

Name of Federal Program:

COVID-19, ESSER II

Dollar threshold used to distinguish between type A and type B programs: \$ 938,514

Auditee qualified as low-risk auditee? Yes x No

SECTION II – FINANCIAL STATEMENT FINDINGS

FS – 2024 – 001

Condition: During our review of the District’s working trial balance, we noted the District submitted several working trial balances during the audit. The District made material adjustments for the District throughout the audit process based on items we noted and pointed out to the District that need to be corrected. We do not believe that the District would have caught the errors on their own. The District should be able to produce accurate working trial balance financial information independently of the auditor. Auditors are not allowed to be part of the District's internal control process or approval process. Complete, accurate financial information is the sole responsibility of management and not the auditors.

Criteria: Maintenance of the working trial balance is an area of key management responsibility of the District

Effect: Without adequate and timely reconciliation and review, the possibility of a material misstatement of the financial statements exists.

Cause: Higher than usual activity and staff turnover created inadequate resources necessary to ensure that proper documentation was present

Recommendations: We recommend that the District ensures adequate staffing are available to ensure the trial balance is completed accurately and in a timely manner.

Views of Responsible Officials: The District continues to improve financial reporting controls and has continued to implement additional control practices to ensure the trial balance is adequately maintained and reconciled.

REYNOLDS SCHOOL DISTRICT NO. 7

MULTNOMAH COUNTY, OREGON

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended June 30, 2024

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL EXPENDITURES

1. BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes federal grant activity under programs of the federal government. The information in this schedule is presented in accordance with the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the schedule presents only a selected portion of the operations, it is not intended to and does not present the net position, changes in net position, or cash flows of the entity.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed or are limited as to reimbursement. Negative amounts shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. The entity has elected to use the ten percent de minimus indirect cost rate as allowed under Uniform Guidance, due to the fact that they already have a negotiated indirect cost rate with Oregon Department of Education, and thus is not allowed to use the de minimus rate.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2024



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Tigard, OR 97223

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HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

FINANCIAL REPORT
For the Year Ended June 30, 2024

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HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

2023-2024

BOARD OF DIRECTORS

Keela Tillery, Board President

Dr. Marty Palacios, Board Secretary

Gustavo Olvera, Board Treasurer

All board members receive mail at the address below:

ADMINISTRATION

Eric Knox, Founder & Executive Director (Registered Agent)

14513 SE Stark St
Portland, OR 97233

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HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

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HOLLA SCHOOL

MULTNOMAH COUNTY, OREGON

INDEPENDENT AUDITORS' REPORT REQUIRED BY OREGON STATE REGULATIONS

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November 19, 2024

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
HOLLA School
Multnomah County, Oregon

Report on the Audit of the Financial Statements

Qualified and Unmodified Opinions

We have audited the accompanying financial statements of the governmental activities and major fund of HOLLA School (the School), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

Qualified Opinion on the Governmental Activities

In our opinion, except for the effects of the matter described in the Basis for Qualified and Unmodified Opinions section of our report, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, of the School, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinion on the Major Fund

In our opinion, the basic governmental financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund of the School, as of June 30, 2024, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Qualified and Unmodified Opinions

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Basic Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Matter Giving Rise to the Qualified Opinion

Management has not implemented GASB 87, concerning Leases. Accounting principles generally accepted in the United States of America require recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. The amount by which this departure would affect net position, assets, liabilities and deferred inflows of resources of the governmental activities is not reasonably determinable.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the basic financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for twelve months beyond the basic financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of system of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the basic financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the basic financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the basic financial statements.
- Obtain an understanding of the School's system of internal control relevant in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's system of internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain system of internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the other information, as listed in the table of contents, and the listing of board members located before the table of contents, but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated November 19, 2024 on our consideration of compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.



ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

HOLLA School

MANAGEMENT'S DISCUSSION AND ANALYSIS For the year ended June 30, 2024

As management of HOLLA School, we offer the following narrative overview and analysis of the School's financial statements for the fiscal year ended June 30, 2024. Because the information contained in this discussion is select in nature, it should be considered in conjunction with the financial statements included in this audit report.

These financial statements are presented in conformance with Governmental Accounting Standards Board (GASB) Statement No. 34. GASB 34 requires the School's financial statements to be presented on the same basis as those of our sponsoring district, Reynolds School District.

The School's financial statements consist of the following:

- Government-wide financial statements.

- Fund financial statements.

- Notes to the basic financial statements.

- General fund financial statements, including budget to actual comparison.

The government-wide financial statements are designed to provide an overview of the School's financial operations, in a manner similar to a private-sector business. The Statement of Net Position presents information regarding all assets and liabilities, with the difference between the two reported as net position. Changes in net position may serve as a useful indicator of whether or not the overall financial position of the School is improving or deteriorating. The Statement of Activities presents information showing how the School's net position increased or decreased during the year under audit. All activities in the government-wide financial statements are presented on the full accrual basis of accounting, in which they are reported as soon as the event occurs, regardless of the timing of associated cash flows.

The fund financial statements are presented focusing on near-term inflows and outflows of available resources, as well as balances of available resources available at the end of the year. The Schedule of Revenues, Expenditures and Changes in Fund Balance also includes the School's budget, which is approved by the Board of Directors each year. This information is useful in assessing the School's near-term financial situation, and in the analysis of its annual budget.

The following is a comparison of current to prior year Statement of Net Position:

B	C	D	E	F
Assets:			2024	2023
	Current & Other Assets		\$ 487,806	\$ 203,092
	Capital Assets - Net		\$ 29,601	\$ 5,149
	Total Assets		\$ 517,407	\$ 208,241
	Deferred Outflows of Resources			
	Pension related deferrals		\$ 228,868	\$ -
	Total Assets & Pension Related Defe		\$ 746,275	\$ 208,241
Liabilities:				
	Current & Other Liabilities		\$ 52,930	\$ 25,001
	Net Pension Liability		\$ -	\$ -
	Total Liabilities		\$ 52,930	\$ 25,001
	Deferred Inflows of Resources			
	Pension related deferrals		\$ -	\$ -
	Total Liabilities & Pension Deferral		\$ 52,930	\$ 25,001
Net Position:				
	Net Investment in Capital Assets		\$ 29,601	\$ 5,149
	Unrestricted		\$ 663,744	\$ 178,091
	Restricted for Net OPEB			
	Total Net Position		\$ 693,345	\$ 183,240

The following is a comparison of current to prior year statement of Statement of Activities:

	<u>2024</u>	<u>2023</u>
Revenue		
Operating Grants	\$ 764,501	\$ 330,491
General Revenues	\$ 1,182,932	\$ 613,887
Total Revenue	<u>\$ 1,947,433</u>	<u>\$ 944,378</u>
Expenses:		
Instruction	\$ 761,048	\$ 452,800
Support Services/Enterprise	\$ 676,280	\$ 439,794
Total Expenses	<u>\$ 1,437,328</u>	<u>\$ 892,594</u>
Beginning Net Position	\$ 183,240	\$ 131,456
Change in Net Position	\$ 510,105	\$ 51,784
Ending Net Position	<u>\$ 693,345</u>	<u>\$ 183,240</u>

An analysis of the government-wide financial statements shows the following:

- Fiscal year 2023-2024 was the second year of operation for HOLLA School. Total assets, which consist of cash, accounts receivable, prepaid expenses, and capital and leased assets, were \$517,407. Total liabilities were \$52,930. All activities of the School are governmental activities.
- Our revenues during 2023-2024 were from multiple sources as our second year did not have the updated enrollment as we are adding a grade a year at Oregon Department for Education for true enrollment. State School Funds represented \$596,900. Other grant and donor revenue totaled \$764,501. HOLLA School was eligible for the SIA funding as well as Early Literacy and Title 1. Total revenues from all sources for the year were \$1,947,433.
- Our expenses totaled \$1,437,328 for the 2023-2024 year.

An analysis of the governmental fund financial statements shows the following:

- The Schedule of Revenues, Expenses and Changes in Fund Balance—Actual and Budget presents greater detail regarding the School’s revenues and expenses for the year. The following are significant budgetary variations we feel should be discussed further:
 1. Total revenues for the fiscal year were more than budgeted. The Oregon Department of Education is one year behind actual student counts. With adding a grade a year, our revenue will continue to be behind our actual student counts. Our donations and private grants help sustain our operating costs during this time.
 2. Actual instruction expenses include costs for classroom supplies, textbooks and equipment that are budgeted as support services and actual support services are less than what was budgeted. We needed to be very mindful of our funds as we were waiting for State School Funds as well as it was challenging to hire staff.
 3. The School is committed to budgeting conservatively as continue to grow our school and build a sustainable model.

Our average enrollment for 2023-2024 was 74. Our school is considered Title 1 based on our district demographic. At the time of this letter, our enrollment is 99. We offer Kindergarten through 4th grade. In 2025-2026, we will be adding a 5th grade, this will complete our enrollment.

HOLLA School Board of Directors is hopeful for the future of the school. HOLLA School is here to serve the children in an academic model that honors their lived experience, promotes the whole child and meets them where

they are by exploring their curiosity, criticality and creativity. The board continues to improve in structure and aligning the right people in the correct position to assist the school in its' future success.

Please refer to the notes to the financial statements for a discussion of other issues related to the 2023-2024 year. Within that section are explanations of HOLLA School organization and operation, a summary of significant accounting policies, and other important information.

This financial report is designed to provide a general overview of the School's finances for all those with an interest in the School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Nina Radford, 14513 SE Stark St, Portland OR 97233.

Eric Knox
Executive Director/Founder

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HOLLA SCHOOL

MULTNOMAH COUNTY, OREGON

BASIC FINANCIAL STATEMENTS

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HOLLA SCHOOL
PORTLAND, OREGON

STATEMENT OF NET POSITION
June 30, 2024

ASSETS:	
Current Assets	
Cash and cash equivalents	\$ 433,764
Accounts receivable	53,542
Prepaid expenses	500
Total Current Assets	<u>487,806</u>
Long Term Assets	
Capital assets, net of accumulated depreciation	<u>29,601</u>
Total Assets	<u>517,407</u>
DEFERRED OUTFLOWS OF RESOURCES:	
Pension related deferrals - PERS	<u>228,868</u>
Total Assets and Pension Related Deferrals	<u>746,275</u>
LIABILITIES:	
Current Liabilities	
Accounts payable	27,434
Payroll liabilities	24,014
Other liabilities	1,482
Total Current Liabilities	<u>52,930</u>
Total Liabilities	<u>52,930</u>
NET POSITION:	
Invested in capital assets, net	29,601
Unrestricted	<u>663,744</u>
Total Net Position	<u>\$ 693,345</u>

See accompanying notes to the basic financial statements.

HOLLA SCHOOL
 PORTLAND, OREGON

STATEMENT OF ACTIVITIES
 For the Year Ended June 30, 2024

FUNCTIONS	EXPENSES	PROGRAM REVENUES		NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	
Instruction	\$ 761,048	\$ -	\$ 764,501	\$ 3,453
Support Services	653,532	-	-	(653,532)
Enterprise & Community Services	15,347	-	-	(15,347)
Depreciation Expenses	7,401			(7,401)
Total Governmental Activities	<u>\$ 1,437,328</u>	<u>\$ -</u>	<u>\$ 764,501</u>	<u>(672,827)</u>
General Revenues:				
State Sources - ADM				596,900
State Grant				165,318
Federal Grant				420,126
Interest and Investment Earnings				<u>588</u>
Total General Revenues				<u>1,182,932</u>
Changes in Net Position				510,105
Net Position - Beginning				<u>183,240</u>
Net Position - Ending				<u>\$ 693,345</u>

See accompanying notes to the basic financial statements.

HOLLA SCHOOL
PORTLAND, OREGON

BALANCE SHEET - GOVERNMENTAL FUND
June 30, 2024

	GENERAL FUND
ASSETS:	
Cash and cash equivalents	\$ 433,764
Prepaid Expenses	500
Accounts receivable	53,542
	<hr/>
Total Assets	\$ 487,806
	<hr/> <hr/>
LIABILITIES AND FUND BALANCE:	
Liabilities:	
Accounts payable	\$ 27,434
Payroll liabilities	24,014
Other liabilities	1,482
	<hr/>
Total Liabilities	52,930
Fund Balance:	
Nonspendable	500
Unassigned	434,376
	<hr/>
Total Fund Balance	434,876
	<hr/>
Total Liabilities and Fund Balance	\$ 487,806
	<hr/> <hr/>

See accompanying notes to the basic financial statements.

HOLLA SCHOOL
PORTLAND, OREGON

Reconciliation of the Governmental Fund
Balance Sheet to the Statement of Net Position
June 30, 2024

Total Fund Balances - Governmental Fund	\$	434,876
<p>Deferred Inflows and Outflows of resources related to the PERS pension and OPEB RHIA plans include differences between expected and actual experience, changes of assumptions, differences between projected and actual earnings, and contributions subsequent to the measurement date.</p>		
Deferred Outflows - PERS		228,868
<p>The cost of capital assets purchased or constructed is reported as an expenditure in the governmental fund. The Statement of Net Position includes those capital assets among the assets of the School as a whole.</p>		
Net Capital Assets		<u>29,601</u>
Net Position	\$	<u><u>693,345</u></u>

See accompanying notes to the basic financial statements.

HOLLA SCHOOL
PORTLAND, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND

For the Year Ended June 30, 2024

REVENUES:	GENERAL FUND
Local sources	
Grants and Contributions	\$ 764,501
Earnings on Investments	588
State sources	
SSF	596,900
State Grant	165,318
Federal sources	
Federal Grant	420,126
Total Revenues	<u>1,947,433</u>
EXPENDITURES:	
Instruction	882,858
Support services	758,134
Enterprise & community services	17,803
Capital Outlay	31,853
Total Expenditures	<u>1,690,648</u>
Net Change in Fund Balance	256,785
Beginning Fund Balance	<u>178,091</u>
Ending Fund Balance	<u>\$ 434,876</u>

See accompanying notes to the basic financial statements.

HOLLA SCHOOL
PORTLAND, OREGON

Reconciliation of the Governmental Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
to the Statement of Activities
For the Year Ended June 30, 2024

Total Net Changes in Fund Balances - Governmental Funds \$ 256,785

Capital asset additions are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation expense. This is the amount by which capital assets additions exceeds depreciation.

Capital Asset Addition	31,853
Depreciation Expense	(7,401)

The PERS Pension Expense represents the changes in Net Pension Asset (Liability) from year to year due to changes in total pension liability and the fair value of pension plan net position available to pay pension benefits.

228,868

Change in Net Position of Governmental Activities \$ 510,105

See accompanying notes to the basic financial statements.

HOLLA SCHOOL

MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

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HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units as required by Oregon law for charter schools. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the accounting policies are described below.

A. THE FINANCIAL REPORTING ENTITY

HOLLA School (the School) is a nonprofit corporation organized under provisions of Oregon Revised Statutes Chapter 338 for the purpose of operating a charter school. It is governed by a board. Generally accepted accounting principles require that these financial statements present the School and all component units, if any. Component units, as established by the Governmental Accounting Standards Board (GASB) Statement 61, are separate entities that are included in the School's reporting because of the significance of their operational or financial relationships with the School. All significant activities and entities with which the School exercises oversight responsibility have been considered for inclusion in the basic financial statements. There are no component units.

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The Statement of Net Position and Statement of Activities display information as a whole. The Statement of Net Position and the Statement of Activities were prepared using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 "Accounting and Financial Reporting for Non-exchange Transactions."

All direct expenses are reported by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function.

FUND FINANCIAL STATEMENTS

The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

GOVERNMENTAL FUND TYPES

Governmental funds are used to account for the general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Grant revenue is not considered available and, therefore, is not recognized until received. Expenditures are recorded when the liability is incurred. Capital assets are expensed and the related depreciation expense and accumulated depreciation is not reported in the governmental funds.

Revenues susceptible to accrual are interest, state, county and local shared revenue and federal and state grants. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

There is one major governmental fund:

GENERAL FUND

This fund accounts for all financial resources and expenditures, except those required to be accounted for in another fund (there are no other funds). The principal revenue sources are payments of state school support from Reynolds School District, program fees, fundraising, donations and grants.

NET POSITION

Net position is comprised of the various net earnings from operations, nonoperating revenues, expenses and contributions of capital. Net position is classified in the following three categories:

Invested in capital assets, net of depreciation – consists of all capital assets, net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – consists of external constraints placed on assets used by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted – consists of all other assets that are not included in the other categories previously mentioned.

C. BUDGETS

A budget is prepared for the General Fund on the modified accrual basis of accounting in the main program categories as listed below. The budget is prepared on a basis consistent with generally accepted accounting principles, except for capital outlay is expensed when purchased, pension costs and depreciation are not recorded until paid.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

C. BUDGETS (CONTINUED)

Expenditure budgets are made at the following levels for each fund:

LEVEL OF CONTROL

Instruction
Support Services
Enterprise and Community Services
Operating Contingency

A comparison of budget amounts to actual amounts can be found on page 23 of this report.

D. CAPITAL ASSETS

Capital assets are reported in the government wide financial statements. Capital assets are defined as equipment, structures or furnishings with a useful life of more than one year and valued at one thousand dollars (\$1,000) or more, including actual or estimated tax, shipping and handling, and land, buildings, and improvements, other than buildings valued at five thousand dollars (\$5,000) or more. All items over one thousand dollars (\$1,000) with a useful life of more than one year will be capitalized. Assets under one thousand dollars (\$1,000) with a useful life of more than one year may be capitalized only upon permission of an Administrator or Director of Finance/Operations. Capital assets are recorded at historical cost or estimated historical cost. Donated capital assets are recorded at their estimated fair market value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized. Capital assets will be depreciated from the next preceding year.

E. RETIREMENT PLAN

Substantially all of the School's employees are participants in the State of Oregon Public Employees Retirement System (PERS). For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about fiduciary net position of PERS and additions to/deductions from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

F. ESTIMATES

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

G. CASH AND CASH EQUIVALENTS

The cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

H. ACCOUNTS RECEIVABLE

Accounts receivable consists primarily of payments and grants due but not yet received from Reynolds School District and US Department of Education.

I. FUND BALANCE

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions* is followed. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the fund balance classifications are nonspendable, restricted, committed, assigned, and unassigned.

- Nonspendable fund balance represents amounts that are not in a spendable form. Non spendable fund balance for the School consists entirely of Prepaid expenses.
- Restricted fund balance represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed fund balance represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned fund balance represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body or by an official to whom that authority has been given by the governing body.
- Unassigned fund balance is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

There are no restricted, committed, or assigned fund balances at year end.

J. DEFERRED OUTFLOWS / INFLOWS OF RESOURCES

In addition to assets, the basic financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until that time. At June 30, 2024, there were deferred outflows representing PERS pension but there were no OPEB RHIA related deferrals reported in the Statement of Net Position.

In addition to liabilities, the basic financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. At June 30, 2024, there were no deferred inflows representing PERS and OPEB RHIA related deferrals reported in the Statement of Net Position.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

K. FAIR VALUE INPUTS AND METHODOLOGIES AND HIERARCHY

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset. The classification of securities within the fair value hierarchy is based upon the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

Level 1 – unadjusted price quotations in active markets/exchanges for identical assets or liabilities that each Fund has the ability to access

Level 2 – other observable inputs (including, but not limited to, quoted prices for similar assets or liabilities in markets that are active, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the assets or liabilities (such as interest rates, yield curves, volatilities, loss severities, credit risks and default rates) or other market–corroborated inputs)

Level 3 – unobservable inputs based on the best information available in the circumstances, to the extent observable inputs are not available (including each Fund’s own assumptions used in determining the fair value of investments)

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). Accordingly, the degree of judgment exercised in determining fair value is greatest for instruments categorized in Level 3. The inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, for disclosure purposes, the fair value hierarchy classification is determined based on the lowest level input that is significant to the fair value measurement in its entirety. There were no securities held at year end.

L. SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS – (SBITA)

Subscription Right-to-Use Assets

Subscription assets are assets in which the government obtains control of the right to use the underlying IT asset. The value of the subscription asset is initially measured as the sum of the initial subscription liability amount, any payments made to the IT software vendor before commencement of the subscription term, and any capitalizable implementation costs, less any incentives received from the SBITA vendor at or before the commencement of the subscription term. The subscription asset is amortized in a straight-line manner over the course of the subscription term.

Subscription Liabilities

In the government-wide financial statements, subscription liabilities are reported as liabilities in the Statement of Net Position. In the governmental fund financial statements, the present value of subscription payments expected to be made during the subscription term is reported as other financing sources. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government’s incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

Management has determined that they do not have any material multi-year subscription technology arrangements that would require reporting a subscription liability or a right-to-use subscription asset.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

2. CASH AND CASH EQUIVALENTS

DEPOSITS

Deposits with financial institutions include bank demand deposits. Oregon Revised Statutes require deposits to be adequately covered by federal depository insurance or deposited at an approved depository as identified by the Treasury. The total bank balance per the bank statements as of June 30, 2024 was \$416,231, of which \$250,000 was covered by the Federal Deposit Insurance Corporation (FDIC) and the remainder was collateralized by the Oregon Public Funds Collateralization Program (PFCP).

Cash in the financial statement consisted of:

Heritage Business Checking	\$ 429,027
Bill.com Money Out Clearing	<u>5,000</u>
	<u>\$ 433,764</u>

CREDIT RISK – DEPOSITS

In the case of deposits, this is the risk that in the event of a bank failure, deposits may not be returned. The School does not have a deposit policy for custodial credit risk. As of June 30, 2024, none of the credit union balances were exposed to custodial credit risk.

INTEREST RATE RISK - INVESTMENTS

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. There are no investments at year end.

CREDIT RISK - INVESTMENTS

Oregon Revised Statutes do not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE.

2. CASH AND CASH EQUIVALENTS (CONTINUED)

CONCENTRATION OF CREDIT RISK

There were no investments at June 30, 2024.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

3. CAPITAL ASSETS

Changes in Capital Assets for the year ended June 30, 2024 are as follows:

	Balance July 1, 2023	Additions	(Deletions)	Balance June 30, 2024
Capital Assets				
Leasehold Improvements	-	-	-	-
Furniture and Equipment	5,149	5,488	-	10,637
Technology Equipment	-	26,365	-	26,365
Total	5,149	31,853	-	37,002
Accumulated Depreciation				
Leasehold Improvements	-	-	-	-
Furniture and Equipment	-	2,128	-	2,128
Technology Equipment	-	5,273	-	5,273
Total	-	7,401	-	7,401
Total Net Capital Assets	5,149			29,601

4. LEASES

In September 2022, the School entered into a contract to lease a building from Boys & Girls Clubs of Portland Metropolitan Area. The period of the lease was September 1, 2022 to June 30, 2025. The School has the option to terminate the Lease after the first ten months from its execution or by June 30, 2023. Besides the base rent of \$5,000 each month, the School also pays additional rent of 21.3% of the common area expenses. If the School does not exercise its option to terminate, and the Base Rent shall increase to 102.5% of the Base Rent with respect to the immediately preceding year.

Year Ending	Base Amount
June 30, 2025	\$ 60,000

On 01/03/2024, Holla School entered into a 63 month lease as Lessee for the use of MFP - Konica Minolta C650i Color Copier System. Holla School is required to make monthly fixed payments of \$357. The lease has an interest rate of 2.43%.

Year Ending	Principal Amounts
June 30, 2025	4,284
June 30, 2026	4,284
June 30, 2027	4,284
Total	\$ 12,852

This is the School's second year in business and will adopt GASB 87 for the fiscal year ending in 2024-25.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN

Plan Description - The Oregon Public Employees Retirement System (PERS) consists of a single cost-sharing multiple-employer defined benefit plan. All benefits of the system are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Oregon PERS produces an independently audited Annual Comprehensive Financial Report which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

If the link is expired please contact Oregon PERS for this information.

a. **PERS Pension (Chapter 238).** The ORS Chapter 238 Defined Benefit Plan is closed to new members hired on or after August 29, 2003.

i. **Pension Benefits.** The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, and 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefits results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier 1 general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier 2 members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.

ii. **Death Benefits.** Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following contributions are met:

- member was employed by PERS employer at the time of death,
- member died within 120 days after termination of PERS covered employment,
- member died as a result of injury sustained while employed in a PERS-covered job, or
- member was on an official leave of absence from a PERS-covered job at the time of death.

iii. **Disability Benefits.** A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.

iv. **Benefit Changes After Retirement.** Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations due to changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

- b. **OPSRP Pension Program (OPSRP DB).** The ORS Chapter 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003.
- i. **Pension Benefits.** This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:
Police and fire: 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.
General service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.
A member of the pension program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.
 - ii. **Death Benefits.** Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member. The surviving spouse may elect to delay payment of the death benefit, but payment must commence no later than December 31 of the calendar year in which the member would have reached 70½ years.
 - iii. **Disability Benefits.** A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Contributions – PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the PERS Defined Benefit Plan and the Other Postemployment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2021 actuarial valuation, which became effective July 1, 2023. The state of Oregon and certain schools, community colleges, and political subdivision have made unfunded actuarial liability payments and their rates have been reduced. Employer contributions for the year ended June 30, 2024 were \$192,315, excluding amounts to fund employer specific liabilities. In addition, there were no employee contributions paid or picked up by the School 2023-2024.

Pension Asset or Liability – At June 30, 2024, the School did not report a net pension liability for its proportionate share of the net pension liability. The pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated December 31, 2021. The School's proportion of the net pension liability was based on a projection of the School's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. As of the measurement dates of June 30, 2023 and 2022, the School's proportion was 0.000 percent for both years. Pension expense for the year ended June 30, 2024 was (\$228,868).

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

The rates in effect for the year ended June 30, 2024 were:

- (1) Tier 1/Tier 2 – 21.62%
- (2) OPSRP general services – 16.49%

	Deferred Outflow of Resources	Deferred Inflow of Resource
Difference between expected and actual experience	\$ -	\$ -
Changes in assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	-	-
Net changes in proportionate share	-	-
Differences between District contributions and proportionate share of contributions	36,553	-
Subtotal - Amortized Deferrals (below)	36,553	-
School contributions subsequent to measuring date	192,315	-
Deferred outflow (inflow) of resources	\$ 228,868	\$ -

The amount of contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the fiscal year ended June 30, 2025.

Subtotal amounts related to pension as deferred outflows of resources, \$36,553, and deferred inflows of resources, \$0, net to \$36,553 and will be recognized in pension expense as follows:

Year ending June 30,	Amount
2025	\$ 8,308
2026	8,308
2027	8,308
2028	8,308
2029	3,321
Thereafter	-
Total	\$ 36,553

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS system-wide GASB 68 reporting summary dated February 2, 2024. Oregon PERS produces an independently audited ACFR which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

Actuarial Valuations – The employer contribution rates effective July 1, 2023 through June 30, 2025, were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (estimated amount necessary to finance benefits earned by employees during the current service year), (2) an amount for the amortization unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 20 years.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation date	December 31, 2021
Measurement Date	June 30, 2023
Experience Study Report	2020, Published July 20, 2021
Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll
Asset valuation method	Fair value
Inflation rate	2.40 percent
Investment rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increase	3.40 percent
Cost of Living Adjustment	Blend of 2% COLA and graded COLA (1.25%/0.15%) in accordance with <i>Moro</i> decision; blend based on service
Mortality	<p><u>Healthy retirees and beneficiaries:</u> Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Active members:</u> Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study, which is reviewed for the four-year period ending December 31, 2020.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Assumed Asset Allocation:

Asset Class/Strategy	Low Range	High Range	OIC Target
Debt Securities	20.0%	30.0%	25.0%
Public Equity	22.5%	32.5%	27.5%
Real Estate	9.0%	16.5%	12.5%
Private Equity	17.5%	27.5%	20.0%
Real Assets	2.5%	10.0%	7.5%
Diversifying Strategies	2.5%	10.0%	7.5%
Opportunity Portfolio	0.0%	5.0%	0.0%
Total			100.0%

(Source: June 30, 2023 PERS ACFR; p. 125)

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in January 2023, the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund of Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Discount Rate – The discount rate used to measure the total pension liability as of the measurement dates of June 30, 2023 and 2022 was 6.90 percent, for both years, for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from the plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the School’s proportionate share of the net pension liability to changes in the discount rate – the following presents the School’s proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the School’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate. At June 30, 2024, there were no School’s proportionate share of the net pension liability.

Changes Subsequent to the Measurement Date

As described above, GASB 67 and GASB 68 require the Total Pension Liability to be determined based on the benefit terms in effect at the Measurement Date. Any changes to benefit terms that occurs after that date are reflected in amounts reported for the subsequent Measurement Date. However, Paragraph 80f of GASB 68 requires employers to briefly describe any changes between the Measurement Date and the employer’s reporting date that are expected to have a significant effect on the employer’s share of the collective Net Pension Liability, along with an estimate of the resulting change, if available.

There are no changes subsequent to the June 30, 2023 Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

OPSRP Individual Account Program (OPSRP IAP)

Plan Description:

Employees of the School are provided with pensions through OPERS. All the benefits of OPERS are established by the Oregon legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003. Chapter 238A created the Oregon Public Service Retirement Plan (OPSRP), which consists of the Defined Benefit Pension Program and the Individual Account Program (IAP). Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member’s IAP account. OPSRP is part of OPERS, and is administered by the OPERS Board.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Benefits:

Participants in OPERS defined benefit pension plans also participate in their defined contribution plan. An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies. Upon retirement, a member of the OPSRP IAP may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits:

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions:

Employees of the School pay six (6) percent of their covered payroll. Effective July 1, 2020, currently employed Tier 1/Tier 2 and OPSRP members earning \$2,500 or more per month (increased to \$3,333 per month in 2022) will have a portion of their 6 percent monthly IAP contributions redirected to an Employee Pension Stability Account. The Employee Pension Stability Account will be used to pay part of the member's future benefit. Of the 6 percent monthly IAP contribution, Tier 1/Tier 2 will have 2.5 percent redirected to the Employee Pension Stability Account and OPSRP will have 0.75 percent redirected to the Employee Pension Stability Account, with the remaining going to the member's existing IAP account. Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full 6 percent contribution to the IAP. The School did not make any optional contributions to member IAP accounts for the year ended June 30, 2024.

Additional disclosures related to Oregon PERS not applicable to specific employers are available online, or by contacting PERS at the following address: PO Box 23700 Tigard, OR 97281-3700.

<http://www.oregon.gov/pers/EMP/Pages/GASB.aspx>

6. OTHER POST-EMPLOYMENT BENEFIT PLAN - (RHIA)

Due to this being the second year of operations for the school, there was no Schedule of OPEB amounts under GASB 75 for Retiree Health Insurance Account (RHIA) statements available for the year ended June 30, 2024.

7. LONG TERM OBLIGATION

There was no long-term debt at June 30, 2024.

8. RISK MANAGEMENT

There is exposure to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Commercial insurance is purchased to minimize exposure to these risks. Settled claims have not exceeded this commercial coverage for the past fiscal year.

HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

9. TAX STATUS

The School is established pursuant to Section 501(c) (3) of the Internal Revenue Code, and, accordingly, the change in net position is exempt from income taxes. A favorable determination letter from the Internal Revenue Service and the Board believes that the School continues to qualify and to operate in accordance with applicable provisions of the Internal Revenue Code.

U.S. Generally Accepted Accounting Principles requires management to evaluate tax positions taken and recognize a tax liability (or asset) if the School has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The School is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Due to this being the second fiscal year of operation for the School, management believes it is subject to income tax examinations for all years since inception.

10. COMMITMENTS AND CONTINGENCIES

A substantial portion of operating funding is received from the State of Oregon through the Reynolds School District. State funding is determined through state wide revenue projections that are paid to individual schools based on pupil counts and other factors in the state school fund revenue formula. Since these projections and pupil counts fluctuate they can cause increases or decreases in revenue. Due to these future uncertainties at the state level, the future effect on the operations cannot be determined.

The School operates under authority of the Reynolds School District who grants a charter to the School and exercises some oversight as required by Oregon law. The effect of non-renewal of the charter has not been determined or reflected in these basic financial statements.

The COVID-19 outbreak in the United States has caused substantial disruption to business and local governments due to mandated and voluntary suspension of operations and stay at home orders. There is considerable uncertainty around the duration of the outbreak and the long-term impact to the overall economy. The ultimate impact on the School's finance is not determinable.

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HOLLA SCHOOL

REQUIRED SUPPLEMENTARY INFORMATION

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HOLLA SCHOOL
MULTNOMAH COUNTY, OREGON

SUPPLEMENTARY INFORMATION

June 30, 2024

PERS

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Year Ended June 30,	(a) Employer's proportion of the net pension liability (NPL)	(b) Employer's proportionate share of the net pension liability (NPL)	(c) Employer's covered payroll	(b/c) NPL as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2024	0.000 %	\$ -	\$ -	- %	81.7 %
2023	0.000	-	-	-	84.5

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years.

SCHEDULE OF CONTRIBUTIONS

	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ 192,315	\$ 192,315	\$ -	\$ 615,991	31.2 %
2023	-	-	-	-	-

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years.

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HOLLA SCHOOL

OTHER INFORMATION

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HOLLA SCHOOL
PORTLAND, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GOVERNMENTAL FUND

For the Year Ended June 30, 2024

REVENUES:	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
Local Sources	\$ 690,000	\$ 690,000	\$ 765,089	\$ 75,089
State Sources	796,568	796,568	762,218	(34,350)
Federal Sources	392,754	392,754	420,126	27,372
Total Revenues	<u>1,879,322</u>	<u>1,879,322</u>	<u>1,947,433</u>	<u>68,111</u>
EXPENDITURES:				
Instruction	978,634	978,634	882,858	95,776
Support Services	741,953	741,953	758,134	(16,181)
Enterprise & Community Services	40,000	40,000	17,803	22,197
Capital Outlay	-	-	31,853	(31,853)
Operating Contingency	16,099	16,099	-	16,099
Total Expenditures	<u>1,776,686</u>	<u>1,776,686</u>	<u>1,690,648</u>	<u>86,038</u>
Net Change in Fund Balance	102,636	102,636	256,785	154,149
Beginning Fund Balance	<u>-</u>	<u>-</u>	<u>178,091</u>	<u>178,091</u>
Ending Fund Balance	<u>\$ 102,636</u>	<u>\$ 102,636</u>	<u>\$ 434,876</u>	<u>\$ 332,241</u>

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HOLLA SCHOOL

INDEPENDENT AUDITORS' REPORT REQUIRED BY OREGON STATE REGULATIONS

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PAULY, ROGERS AND Co., P.C.
12700 SW 72nd Ave. ♦ Tigard, OR 97223
(503) 620-2632 ♦ (503) 684-7523 FAX
www.paulyrogersandcocpas.com

November 19, 2024

Independent Auditors' Report Required by Oregon State Regulations

We have audited the basic financial statements of the HOLLA School as of and for the year ended June 30, 2024, and have issued our report thereon dated November 19, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of basic financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295)**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**

In connection with our testing nothing came to our attention that caused us to believe Sherwood Charter School was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the system of internal controls over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the system of internal controls over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the system of internal controls over financial reporting.

This report is intended solely for the information and use of the Board of Directors management and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

Roy R. Rogers, CPA
PAULY, ROGERS AND CO., P.C.

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**MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON**

FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2024



**12700 SW 72nd Ave.
Tigard, OR 97223**

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

2023-24

BOARD OF DIRECTORS

<u>Name</u>	<u>Term End Date</u>
Brian Webber, President and Secretary	June 30, 2025
Kate Saldana, Secretary	June 30, 2025
Clark Moss, Treasurer	June 30, 2025
Tim Manson	June 30, 2024
Jimmy Martindale	June 30, 2024

All board members receive mail at the address below:

ADMINISTRATION

Jo Ann Lindenthal, Executive Director
22565 NE Halsey Street
Fairview, OR 97024

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MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

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December 3, 2024

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Multnomah Learning Academy
Multnomah County, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and major fund of Multnomah Learning Academy (the Academy) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the Academy, as of June 30, 2024, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Basic Financial Statements section of our report. We are required to be independent of the Academy and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Basic Financial Statements

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Academy's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Basic Financial Statements

Our objectives are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the basic financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the basic financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the basic financial statements.
- Obtain an understanding of the Academy's system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Academy's system of internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Academy's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the Schedules of Net Pension Liability and Contributions for PERS or the Management's Discussion and Analysis because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance on them.

Other Information

Management is responsible for the other information included in the annual report. The listing of board members containing their term expiration dates, located before the table of contents, and the other information, as listed in the table of contents, does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated December 3, 2024, on our consideration of compliance with certain provisions of laws and including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

Hans Graichen

HANS K. GRAICHEN, CPA
PAULY, ROGERS AND CO., P.C.

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**MULTNOMAH LEARNING ACADEMY
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended June 30, 2024**

As management of Multnomah Learning Academy (Academy), we offer the following narrative overview and analysis of the Academy's basic financial statements for the year ended June 30, 2024. It is management's goal in preparing this discussion to assist users of these basic financial statements in interpreting key data found in the pages that follow, and to analyze the results of this fiscal year. Because the information contained in this discussion is necessarily select in nature, it should be read and interpreted in conjunction with those financial statements.

The Academy's basic financial statements consist of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

A budget-to-actual schedule is also included in this report.

The government-wide financial statements are designed to provide an overview of the Academy's financial operations, in a manner similar to a private-sector business. The Statement of Net position presents information regarding all assets and liabilities, with the difference between the two being reported as net position. Changes in net position may serve as a useful indicator of whether or not the overall financial position of the Academy is improving or deteriorating. The Statement of Activities presents information showing how the Academy's net position increased or decreased during the year under audit. All activities in the government-wide financial statements are presented on the full accrual basis of accounting, in which they are reported as soon as the event occurs, regardless of the timing of associated cash flows.

The fund financial statements are presented focusing on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the year. This information might be useful in assessing the Academy's near-term financial situation, and is useful in the preparation and analysis of annual budgets. The governmental fund financial statements provide a reconciliation to the government-wide financial statements.

An analysis of the government-wide financial statements shows the following:

- The Academy had \$3,023,743 invested in capital assets, net of related debt and depreciation at June 30, 2024. This figure also includes right-to-use lease assets net of related lease liability and accumulated amortization.
- The Academy's assets exceeded its liabilities at June 30, 2024, by \$4,411,049
- The Academy's net assets decreased by \$111,780 from the net position at July 1, 2023 of \$4,522,829 to \$4,411,049 during fiscal year 2023-2024.

**MULTNOMAH LEARNING ACADEMY
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended June 30, 2024**

CONDENSED STATEMENT OF NET POSITION

	<u>2024</u>	<u>2023</u>	<u>% Change</u>
ASSETS:			
Current and other assets	\$ 5,056,986	\$ 5,188,856	-2.5%
Capital assets, net of depreciation	3,767,648	3,808,310	-1.1%
Right-to-use assets, net of amortization	2,716,017	3,132,514	-13.3%
Total Assets	<u>11,540,651</u>	<u>12,129,680</u>	<u>-4.9%</u>
DEFERRED OUTFLOWS OF RESOURCES:			
Pension related deferral - PERS	2,623,383	2,882,597	-9.0%
TOTAL ASSETS AND PENSION RELATED DEFERRALS:	<u>\$ 14,164,034</u>	<u>\$ 15,012,277</u>	<u>-5.7%</u>
LIABILITIES:			
Current and other liabilities	\$ 1,992,021	\$ 1,337,708	48.9%
Noncurrent liabilities	6,951,042	7,832,569	-11.3%
Total Liabilities	<u>8,943,063</u>	<u>9,170,277</u>	<u>-2.5%</u>
DEFERRED INFLOWS OF RESOURCES:			
Pension related deferral - PERS	809,922	1,319,171	-62.9%
TOTAL LIABILITIES AND PENSION RELATED DEFERRALS:	<u>9,752,985</u>	<u>10,489,448</u>	<u>-7.0%</u>
Net Position			
Net investment in capital assets	3,023,743	2,760,512	9.5%
Unrestricted	1,387,306	1,762,317	-21.3%
Total Net Position	<u>4,411,049</u>	<u>4,522,829</u>	<u>-2.5%</u>
TOTAL LIABILITIES, PENSION RELATED DEFERRALS, AND NET POSITION:	<u>\$ 14,164,034</u>	<u>\$ 15,012,277</u>	<u>-5.7%</u>

**MULTNOMAH LEARNING ACADEMY
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended June 30, 2024**

CONDENSED STATEMENT OF ACTIVITIES

	<u>2024</u>	<u>2023</u>	<u>% Change</u>
REVENUES:			
Charges for services	\$ 3,803	\$ 351	983.5%
Operating grants / contributions	4,426	9,303	-52.4%
General revenues	7,081,794	7,609,083	-6.9%
Total Revenues	<u>7,090,023</u>	<u>7,618,737</u>	<u>-6.9%</u>
EXPENDITURES:			
Instruction	4,520,656	4,121,773	9.7%
Support services	2,519,498	2,341,321	7.6%
Enterprise community services	21,524	29,641	-27.4%
Debt service	90,789	108,132	-16.0%
Facility acquisition	49,336	29,819	65.5%
Total Expenses	<u>7,201,803</u>	<u>6,630,686</u>	<u>8.6%</u>
Change in Net Position	(111,780)	988,051	-111.3%
Beginning Net Position	4,522,829	3,534,778	28.0%
Ending Net Position	<u>\$ 4,411,049</u>	<u>\$ 4,522,829</u>	<u>-2.5%</u>

The Schedules of Revenues, Expenditures and Changes in Fund Balance, included in the other information, also includes the Academy's budget, which is approved by the board of directors each year. This information is useful in assessing the Academy's near-term financial situation, and in the analysis of its annual budget.

- Our revenues from State sources were \$275,618 higher than budgeted amounts due to a recalculation of actual enrollment numbers at the end of the year to State School Funds received per student throughout the year. This figure also includes final state calculations for year 21-22.
- Our revenue from local sources were \$101,172 higher than budgeted.
- Our revenue from federal sources were \$433,331 higher than budgeted. We received federal source funds on a reimbursement basis through our school district.
- Additional funds collected were allocated to school programs, curriculum, staffing, and property maintenance, and curriculum adoption needs.
- Total expenditures were \$301,734 over budgeted amounts due to increased support educational staff and facility maintenance. Our expenditures reflect our expenses from our federal sources and grants reimbursed this year

Please refer to the notes to the basic financial statements for a discussion of other issues related to the 2023-2024 school year. Within that section are explanations of the Academy's organization and operation, a summary of significant accounting policies, and other important information.

**MULTNOMAH LEARNING ACADEMY
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended June 30, 2024**

As of June 30, 2024, the money market account balance was \$3,080,992 pending project expenses and building maintenance. Funds not expensed in the budget get transferred from general checking into the money market account. These funds are set aside for unforeseen expenditures, our continued growth at the elementary and middle school, and site projects at both campuses. We are also using money market funds to offset additional expenses not covered under general funds such as additional staff to maintain continued behavioral supports, which continues to be a need. Funds also set aside to provide additional Professional Development reimbursement funds for our educational staff. Due to our loan requirements during part of this year, the Academy must fund all future expansions, renovations and maintenance with available cash on hand. The Academy also paid off our bank loan in July 2024 which reduced saved funds. MLA continues to do general maintenance on both campuses each summer to maintain buildings in good working order. ESSER, Early Literacy and SIA grant funds used to continue to improve student learning and building operations.

We anticipate that revenues will remain consistent. Enrollment is not full all year but we continue to offer openings as they become available to attempt to maintain capacity.

Staffing positions remained steady from the previous year with the exception of an increased number of additional support staff to handle behavioral needs. The Academy also replaced administrative staff this year at the elementary campus. Salaries increased school-side by 3% annual percentage this year. The Academy anticipates that the current employee positions will continue through the 2024-2025 school year. The Academy is hoping to maintain current enrollment and staffing into the 2024-2025 school year if it balances with expected funding. The Academy will reassess if funding projections change.

This financial report is designed to provide a general overview of the Academy's finances for all those with an interest in the Academy's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director Jo Ann Lindenthal, 22565 NE Halsey St. Fairview, OR 97024.

Jo Ann Lindenthal, Executive Director

BASIC FINANCIAL STATEMENTS

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MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

STATEMENT OF NET POSITION
at June 30, 2024

ASSETS:	
Current:	
Cash and cash equivalents	\$ 4,460,986
Accounts receivable	475,443
Prepaid expenses, current	48,229
Total Current Assets	4,984,658
Non-current:	
Prepaid expenses, net of current portion	46,982
Deposit receivable	25,346
Capital assets not being depreciated	1,432,867
Capital assets being depreciated, net of depreciation	2,334,781
Right-to-use asset, net of amortization	2,716,017
Total Non-current Assets	6,555,993
DEFERRED OUTFLOWS OF RESOURCES:	
Pension related deferrals - PERS	2,623,383
TOTAL ASSETS AND PENSION RELATED DEFERRALS	\$ 14,164,034
LIABILITIES:	
Current:	
Accounts payable	\$ 105,655
Payroll liabilities	821,114
Lease liability, current portion	398,984
Note payable	672,455
Total Current Liabilities	1,998,208
Non-current:	
Lease liability, net of current portion	2,388,483
Net pension liability - PERS	4,556,372
Total Non-current Liabilities	6,944,855
DEFERRED INFLOWS OF RESOURCES	
Pension related deferrals - PERS	809,922
TOTAL LIABILITIES AND PENSION RELATED DEFERRALS	9,752,985
NET POSITION:	
Net investment in capital assets	3,023,743
Unrestricted	1,387,306
Total Net Position	4,411,049
TOTAL LIABILITIES, AND PENSION RELATED DEFERRALS AND NET POSITION	\$ 14,164,034

See accompanying notes to the basic financial statements.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

STATEMENT OF ACTIVITIES
for the Year Ended June 30, 2024

FUNCTIONS	EXPENSES	PROGRAM REVENUES		NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	
Instruction	\$ 4,520,656	\$ -	\$ 4,426	\$ (4,516,230)
Support services	2,519,498	-	-	(2,519,498)
Enterprise and community service	21,524	3,803	-	(17,721)
Debt service	90,789	-	-	(90,789)
Facility acquisition	49,336	-	-	(49,336)
Total Governmental Activities	\$ 7,201,803	\$ 3,803	\$ 4,426	(7,193,574)
General Revenues				
				433,331
Federal aid				6,554,820
State aid				93,643
Earnings on investment				93,643
Total General Revenues				7,081,794
Changes in Net Position				(111,780)
Net Position - Beginning				4,522,829
Net Position - Ending				\$ 4,411,049

See accompanying notes to the basic financial statements.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON
 BALANCE SHEET - GOVERNMENTAL FUND
 at June 30, 2024

	GENERAL FUND
ASSETS:	
Cash and cash equivalents	\$ 4,460,986
Accounts receivable	475,443
Prepaid expenses	48,229
Total Assets	\$ 4,984,658
 LIABILITIES AND FUND BALANCE:	
Liabilities:	
Accounts payable	\$ 105,655
Payroll liabilities	821,114
Total Liabilities	926,769
Fund Balances:	
Nonspendable	48,229
Assigned	23,500
Unassigned	3,986,160
Total Fund Balances	4,057,889
Total Liabilities and Fund Balance	\$ 4,984,658

See accompanying notes to the basic financial statements.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION
at June 30, 2024

Total Fund Balances - Governmental Fund	\$ 4,057,889
<p>The net pension asset (liability) is the difference between the total pension liability and the assets set aside to pay benefits earned to past and current employees and beneficiaries.</p>	
Net Pension Liability - PERS	(4,556,372)
<p>Deferred inflows and outflows of resources related to the pension plan include differences between expected and actual experience, changes of assumptions, differences between projected and actual earnings, and contributions subsequent to the measurement date.</p>	
Deferred Inflow of Resources - PERS	(809,922)
Deferred Outflows of Resources - PERS	2,623,383
<p>Refundable rental deposits paid on a long-term lease contract, not receivable in the current period, are reported as an expenditure in the governmental fund. The Statement of Net Position includes those deposits among the assets of the Academy as a whole.</p>	
Deposits Receivable	25,346
<p>Debt applicable to the Academy's governmental activities is not due and payable in the current period and accordingly is not reported as a fund liability. All debt, both current and long-term, is reported in the Statement of Net Position.</p>	
Long Term Note Payable	(672,455)
<p>The cost of capital assets (land, buildings and improvements, computers and equipment, leasehold improvements) purchased or constructed is reported as an expenditure in the governmental fund. The Statement of Net Position includes those capital assets among the assets of the Academy as a whole.</p>	
Capital Assets (Net of Depreciation)	3,767,648
<p>Right-to-use assets are not financial resources and therefore are not reported in the governmental funds.</p>	
Right-to-Use Assets, Net	2,716,017
<p>Long-term liabilities applicable to the Academy's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long term, are reported in the Statement of Net Position.</p>	
Lease Payable	(2,787,467)
Net Position	\$ 4,411,049

See accompanying notes to the basic financial statements.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
for the Year Ended June 30, 2024

REVENUES:

Federal aid	\$ 433,331
State aid	6,554,820
Interest	93,643
Fees and charges	3,803
Miscellaneous	4,426
Total Revenues	<u>7,090,023</u>

EXPENDITURES:

Current:	
Instruction	4,509,801
Support services	1,983,857
Enterprise and community services	21,524
Total Current	<u>6,515,182</u>
Debt service	811,179
Capital outlay	<u>108,258</u>
Total Expenditures	<u>7,434,619</u>

Net Change in Fund Balance	(344,596)
Beginning Fund Balance	<u>4,402,485</u>
Ending Fund Balance	<u>\$ 4,057,889</u>

See accompanying notes to the basic financial statements.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

RECONCILIATION OF THE GOVERNMENTAL FUND
STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES
for the Year Ended June 30, 2024

Total Net Changes in Fund Balances - Governmental Funds	\$ (344,596)
<p>The pension revenue (expense) represents the changes in net pension asset (liability) from year to year due to changes in total pension liability and the fair value of pension plan net position available to pay pension benefits.</p>	
Pension Revenue (Expense) - PERS	(77,397)
<p>Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation or amortization expense. This is the amount by which capital outlay exceeds depreciation and amortization.</p>	
Capital Asset Additions	58,922
Depreciation Expense	(99,584)
Amortization Expense	(416,497)
<p>Prepaid expenditures, not expected to be used within one fiscal year, are reported as expenditures in the governmental fund.</p>	
Long Term Prepaid Expenditures	46,982
<p>Repayment of principal is an expenditure in the governmental fund but reduces the liability in the Statement of Net Position.</p>	
Debt Principal Repaid	319,592
<p>Long-term lease payments are recorded as debt service in governmental funds. The payments are a reduction to the lease liability in the Statement of Net Position.</p>	
Payment on Lease Liability	400,798
Change in Net Position of Governmental Activities	\$ (111,780)

See accompanying notes to the basic financial statements.

NOTES TO THE
BASIC FINANCIAL STATEMENTS

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MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units as required by Oregon law. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the accounting policies are described below.

A. THE FINANCIAL REPORTING ENTITY

Multnomah Learning Academy (the Academy) is a non-profit corporation organized under provisions of Oregon Revised Statutes Chapter 338 for the purpose of operating a charter Academy. It is governed by a board of directors. Generally accepted accounting principles require that the basic financial statements present the Academy and all component units, if any. Component units, as established by the Governmental Accounting Standards Board (GASB) Statement 61, are separate entities that are included in the Academy's reporting because of the significance of their operational or financial relationships. All significant activities and entities with which the Academy exercises oversight responsibility have been considered for inclusion in the basic financial statements. There are no component units.

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The Statement of Net Position and the Statement of Activities display information about the Academy as a whole. The Statement of Net Position and the Statement of Activities were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 "Accounting and Financial Reporting for Non-exchange Transactions."

All direct expenses are reported by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function.

FUND FINANCIAL STATEMENTS

The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

GOVERNMENTAL FUND TYPES

Governmental funds are used to account for the general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period, which is 60 days. Grant revenue is not considered available and, therefore, is not recognized until received. Expenditures are recorded when the liability is incurred.

Revenues susceptible to accrual are federal, state, and local shared revenue.

There is the following major governmental fund:

GENERAL FUND

This fund accounts for all financial resources and expenditures, except those required to be accounted for in another fund (there are no other funds). The principal revenue sources are payments of state school support from Reynolds School District, federal aid, state aid, fees, fundraising, and donations.

GRANTS

Unreimbursed expenditures due from grantor agencies are reflected in the government-wide financial statements as receivables and revenue. Grant revenues are recorded at the time eligible expenditures are incurred. Cash received from grantor agencies in excess of related grant expenditures is recorded as a liability in the Balance Sheet and Statement of Net Position.

NET POSITION

Net position is comprised of the various net earnings from operations, non-operating revenues, expenses, and contributions of capital. Net position is classified in the following categories:

Restricted – consists of external constraints placed on asset use by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. There was not a restricted net position at June 30, 2024.

Net investment in capital assets – consists of all capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets, as well as all right-to-use assets, net of accumulated amortization and reduced by the outstanding balances of any lease liabilities.

Unrestricted net position – consists of all other assets that are not included in the other categories previously mentioned.

Restricted resources are spent first when both restricted and unrestricted resources are available for expenses.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

FUND BALANCE

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions* is followed. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the fund balance classifications are non-spendable, restricted, committed, assigned, and unassigned.

- Non-spendable fund balance represents amounts that are not in a spendable form. The non-spendable fund balance represents prepaid items at June 30, 2024.
- Restricted fund balance represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed fund balance represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned fund balance represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body or by an official to whom that authority has been given by the governing body. The assigned balance represents funds that have been set aside to subsidize continuing education and/or development for employees of MLA who apply for the grant. Each year \$25,000 is set aside for this purpose. The assigned balance at June 30 of each year represents the unused portion for that year.
- Unassigned fund balance is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

There were no restricted or committed fund balances at year-end.

The governing body has not established a policy on the order in which unrestricted resources are to be used when these amounts are available for expenditure. As a result of this, the default approach assumes that committed amounts should be reduced first, followed by assigned amounts, and then the unassigned amounts. When an expenditure is incurred for both restricted and unrestricted fund balance, it is applied to restricted fund balance first.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. BUDGET

A budget is prepared for the General Fund on the modified accrual basis of accounting in the main program categories as listed below. Modified accrual basis differs from accrual in that no depreciation or amortization expense is recognized, capital assets are expensed when purchased, lease right-to-use assets are not recognized, rental deposits are expensed when not receivable in the current period, pension costs are not recorded until paid, inventory is expensed when purchased, lease payments are a debt service expenditure, and debt principal is an expenditure when paid. The budget is prepared on a basis consistent with generally accepted accounting principles in the United States of America, except as stated above.

The expenditures budgets are made of the following levels:

LEVEL OF CONTROL

Instruction
Support services
Enterprise and community services
Facilities acquisition and construction
Debt service

Budget variances are shown on page 28.

D. CAPITAL ASSETS

Capital assets, which include equipment, buildings, land, and leasehold improvements, are reported in the government-wide financial statements. Capital assets are defined as assets with an initial, individual cost of \$5,000 or more, and a useful life in excess of one year. Capital assets are recorded at historical cost or estimated historical cost. Donated capital assets are recorded at their estimated fair market value on the date donated. The cost of normal maintenance and repair that do not add function to the asset or materially extend the useful life of the asset are expensed as incurred.

Capital assets are depreciated using the straight-line method over the following useful lives:

Building and Improvements	50 years
Computers and Equipment	5 to 10 years
Leasehold Improvements	10 years
Furnishings	15 years

E. SUPPLY INVENTORY

Detailed supply inventory records are not maintained. Inventories are not considered to be material by management at year-end.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. RETIREMENT PLANS

Substantially all of the Academy's employees are participants in the State of Oregon Public Employees Retirement System (PERS). For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about fiduciary net position of PERS and additions to/deductions from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

G. FAIR VALUE INPUTS, METHODOLOGIES, AND HIERARCHY

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset. The classification of securities within the fair value hierarchy is based upon the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

Level 1 – unadjusted price quotations in active markets/exchanges for identical assets or liabilities that each Fund has the ability to access

Level 2 – other observable inputs (including, but not limited to, quoted prices for similar assets or liabilities in markets that are active, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the assets or liabilities (such as interest rates, yield curves, volatilities, loss severities, credit risks and default rates) or other market-corroborated inputs)

Level 3 – unobservable inputs based on the best information available in the circumstances, to the extent observable inputs are not available (including each Fund's own assumptions used in determining the fair value of investments)

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). Accordingly, the degree of judgment exercised in determining fair value is greatest for instruments categorized in Level 3. The inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, for disclosure purposes, the fair value hierarchy classification is determined based on the lowest level input that is significant to the fair value measurement in its entirety.

There were no investments at June 30, 2024.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. DEFERRED OUTFLOWS / INFLOWS OF RESOURCES

In addition to assets, the basic financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense / expenditure) until then. At June 30, 2024, there were deferred outflows representing PERS pension related deferrals reported in the Statement of Net Position.

In addition to liabilities, the basic financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. At June 30, 2024, there were deferred inflows representing PERS pension related deferrals reported in the Statement of Net Position.

I. ESTIMATES

Preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

J. PREPAID EXPENSES

Prepaid expenses represent subscriptions for services that will be used in future years.

K. ACCOUNTS RECEIVABLE

The accounts receivable are all current and are considered by management to be fully collectible. Therefore, no provision for uncollectable amounts has been made.

Accounts receivable at June 30, 2024, consisted of the following:

Local accounts receivable	\$	55,444
State school funding receivable		91,611
Federal grant receivable		146,492
State grants receivable		181,896
Total	\$	<u>475,443</u>

L. DEPOSIT RECEIVABLE

A deposit receivable is reported for payment of a security deposit equal to one month rent on the property leased at 3240 S. Troutdale Road, Troutdale, Oregon. The deposit will be returned to the Academy within sixty days of the termination of the lease.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

M. LEASES

Leases are reported in accordance with GASB Statement No. 87, *Leases*. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. See Note 7.

N. SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS – (SBITA)

Subscription Right-to-Use Assets

Subscription assets are assets in which the government obtains control of the right to use the underlying IT asset. The value of the subscription asset is initially measured as the sum of the initial subscription liability amount, any payments made to the IT software vendor before commencement of the subscription term, and any capitalizable implementation costs, less any incentives received from the SBITA vendor at or before the commencement of the subscription term. The subscription asset is amortized in a straight-line manner over the course of the subscription term.

Subscription Liabilities

In the government-wide financial statements, subscription liabilities are reported as liabilities in the Statement of Net Position. In the governmental fund financial statements, the present value of subscription payments expected to be made during the subscription term is reported as other financing sources. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

Management has determined that they do not have any material multi-year subscription technology arrangements that would require reporting a subscription liability or a right-to-use subscription asset.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

2. CASH AND INVESTMENTS

DEPOSITS

Deposits with financial institutions include bank demand deposits. Oregon Revised Statutes require deposits to be adequately covered by federal depository insurance or deposited at an approved depository as identified by the Treasury. The total bank balance per the bank statements as of June 30, 2024, was \$4,462,196, of which \$500,000 was covered by federal depository insurance and the remainder was collateralized by the Oregon Public Funds Collateralization Program (PFCP).

At June 30, 2024, cash and cash equivalents consisted of the following:

Bank Demand Deposits	\$	1,379,994
Money Market		3,080,992
Total	\$	<u>4,460,986</u>

CREDIT RISK – DEPOSITS

In the case of deposits, this is the risk that in the event of a bank failure, deposits may not be returned. There is no deposit policy for custodial credit risk unless held at a qualified depositor for public funds. As of June 30, 2024, none of the bank balances were exposed to custodial credit risk.

INVESTMENTS

Policy is to follow state statutes governing cash management. Statutes authorize investing in banker's acceptances, repurchase agreements, obligations of the United States and its agencies and instrumentalities.

INTEREST RATE RISK - INVESTMENTS

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. There were no investments.

CREDIT RISK - INVESTMENTS

Oregon Revised Statutes do not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE.

CONCENTRATION OF CREDIT RISK

At June 30, 2024, there were no investments.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

3. CAPITAL ASSETS

Changes in capital assets are as follows:

	<u>July 1, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2024</u>
Capital Assets, Non-Depreciable				
Land	<u>\$ 1,432,867</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,432,867</u>
Capital Assets, Depreciable				
Buildings and improvements	\$ 3,014,986	\$ -	\$ -	\$ 3,014,986
Computers and equipment	88,137	-	-	88,137
Leasehold improvements	<u>252,240</u>	<u>58,922</u>	<u>-</u>	<u>311,162</u>
Totals	3,355,363	58,922	-	3,414,285
Accumulated Depreciation				
Buildings and improvements	771,513	60,300	-	831,813
Computers and equipment	50,377	13,814	-	64,191
Leasehold improvements	<u>158,030</u>	<u>25,470</u>	<u>-</u>	<u>183,500</u>
Total Accumulated Depreciation	<u>979,920</u>	<u>99,584</u>	<u>-</u>	<u>1,079,504</u>
Net Capital Assets, Depreciable	<u>\$ 2,375,443</u>			<u>\$ 2,334,781</u>

Depreciation is 100% allocated to support services.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN

Plan Description – The Oregon Public Employees Retirement System (PERS) consists of a single cost-sharing multiple-employer defined benefit plan. All benefits of the system are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Oregon PERS produces an independently audited Annual Comprehensive Financial Report which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

If the link is expired please contact Oregon PERS for this information.

- a. **PERS Pension (Chapter 238).** The ORS Chapter 238 Defined Benefit Plan is closed to new members hired on or after August 29, 2003.
 - i. **Pension Benefits.** The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, and 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefits results. A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier 1 general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier 2 members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.
 - ii. **Death Benefits.** Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following contributions are met:
 - member was employed by PERS employer at the time of death,
 - member died within 120 days after termination of PERS covered employment,
 - member died as a result of injury sustained while employed in a PERS-covered job, or
 - member was on an official leave of absence from a PERS-covered job at the time of death.
 - iii. **Disability Benefits.** A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.
 - iv. **Benefit Changes after Retirement.** Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations due to changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN (CONTINUED)

- b. **OPSRP Pension Program (OPSRP DB).** The ORS Chapter 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003.
- i. **Pension Benefits.** This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:
Police and fire: 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.
General service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.
A member of the pension program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.
- ii. **Death Benefits.** Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member. The surviving spouse may elect to delay payment of the death benefit, but payment must commence no later than December 31 of the calendar year in which the member would have reached 70½ years.
- iii. **Disability Benefits.** A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Contributions – PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the PERS Defined Benefit Plan and the Other Postemployment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2021, actuarial valuation, which became effective July 1, 2023. The state of Oregon and certain schools, community colleges, and political subdivision have made unfunded actuarial liability payments and their rates have been reduced. Employer contributions for the year ended June 30, 2024, were \$1,018,724, excluding amounts to fund employer specific liabilities.

Pension Asset or Liability

At June 30, 2024, the Academy reported a net pension liability of \$4,556,372 for its proportionate share of the net pension liability. The pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated December 31, 2021. The Academy's proportion of the net pension liability was based on a projection of the Academy's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. As of the measurement dates of June 30, 2023 and 2022, the Academy's proportion was .024 percent and .028 percent, respectively. Pension expense for the year ended June 30, 2024, was \$77,397.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN (CONTINUED)

The rates in effect for the year ended June 30, 2024, were:

- (1) Tier 1/Tier 2 – 27.87%
- (2) OPSRP general services – 25.03%

	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 222,821	\$ 18,066
Changes in assumptions	404,761	3,018
Net difference between projected and actual earnings on investments	81,897	-
Changes in proportionate share	690,641	474,622
Difference between contributions and proportionate share of system contributions	204,539	314,216
Subtotal - amortized deferrals (below)	1,604,659	809,922
Contributions subsequent to measurement date	1,018,724	-
Deferred outflow (inflow) of resources	\$ 2,623,383	\$ 809,922

The amount of contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the fiscal year ended June 30, 2025.

Subtotal amounts related to pension as deferred outflows of resources, \$1,604,659, and deferred inflows of resources, (\$809,922), net to \$794,737 and will be recognized in pension expense as follows:

Year ending June 30,	Amount
2025	\$ 166,479
2026	(34,327)
2027	534,412
2028	146,940
2029	(18,767)
Total	\$ 794,737

All assumptions, methods, and plan provisions used in these calculations are described in the Oregon PERS system-wide GASB 68 reporting summary dated February 1, 2024. Oregon PERS produces an independently audited ACFR which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Actuarial Valuations – The employer contribution rates effective July 1, 2023 through June 30, 2025, were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (estimated amount necessary to finance benefits earned by employees during the current service year), (2) an amount for the amortization unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 20 years.

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation date	December 31, 2021
Measurement date	June 30, 2023
Experience study	2020, Published July 20, 2021
Amortization method	Level percentage of payroll
Asset valuation method	Fair value
Actuarial assumptions:	
Actuarial cost method	Entry Age Normal
Inflation rate	2.40 percent
Long-term expected rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increases	3.40 percent
Cost-of-living adjustments (COLA)	Blend of 2.00% COLA and graded COLA (1.25%/0.15%) in accordance with <i>Moro</i> decision; blend based on service.
Mortality	<p><u>Health retirees and beneficiaries:</u> Pub-2010 Health Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Active members:</u> Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study which is reviewed for the four-year period ending December 31, 2020.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Assumed Asset Allocation:

Asset Class/Strategy	Low Range	High Range	OIC Target
Debt Securities	20.0%	30.0%	25.0%
Public Equity	22.5%	32.5%	27.5%
Real Estate	9.0%	16.5%	12.5%
Private Equity	17.5%	27.5%	20.0%
Real Assets	2.5%	10.0%	7.5%
Diversifying Strategies	2.5%	10.0%	7.5%
Opportunity Portfolio	0.0%	5.0%	0.0%
Total			100.0%

(Source: June 30, 2023 PERS ACFR; p. 125)

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in January 2023 the PERS Board reviewed long-term assumptions developed by both Milliman’s capital market assumptions team and the Oregon Investment Council’s (OIC) investment advisors. The table below shows Milliman’s assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund of Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Discount Rate – The discount rate used to measure the total pension liability as of the measurement dates of June 30, 2023 and 2022, was 6.90, for both years, for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from the plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Academy’s proportionate share of the net pension liability to changes in the discount rate – The following presents the Academy’s proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the Academy’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate.

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
Academy's proportionate share of the net pension liability (asset)	\$ 7,526,269	\$ 4,556,372	\$ 2,070,883

Changes Subsequent to the Measurement Date

As described above, GASB 67 and GASB 68 require the Total Pension Liability to be determined based on the benefit terms in effect at the Measurement Date. Any changes to benefit terms that occurs after that date are reflected in amounts reported for the subsequent Measurement Date. However, Paragraph 80f of GASB 68 requires employers to briefly describe any changes between the Measurement Date and the employer’s reporting date that are expected to have a significant effect on the employer’s share of the collective Net Pension Liability, along with an estimate of the resulting change, if available.

There are no changes subsequent to the June 30, 2023, Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

OPSRP Individual Account Program (OPSRP IAP)

Plan Description:

Employees of the Academy are provided with pensions through OPERS. All the benefits of OPERS are established by the Oregon legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003. Chapter 238A created the Oregon Public Service Retirement Plan (OPSRP), which consists of the Defined Benefit Pension Program and the Individual Account Program (IAP). Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member’s IAP account. OPSRP is part of OPERS, and is administered by the OPERS Board.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

4. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Benefits:

Participants in OPERS defined benefit pension plans also participate in their defined contribution plan. An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies. Upon retirement, a member of the OPSRP IAP may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits:

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions:

Employees of the Academy pay six (6) percent of their covered payroll. Effective July 1, 2020, currently employed Tier 1/Tier 2 and OPSERP members earning \$2,500 or more per month (increased to \$3,333 per month in 2022) will have a portion of their 6 percent monthly IAP contributions redirected to an Employee Pension Stability Account. The Employee Pension Stability Account will be used to pay part of the member's future benefit. Of the 6 percent monthly IAP contribution, Tier 1/Tier 2 will have 2.5 percent redirected to the Employee Pension Stability Account and OPSERP will have 0.75 percent redirected to the Employee Pension Stability Account, with the remaining going to the member's existing IAP account. Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full 6 percent contribution to the IAP. The Academy did not make any optional contributions to member IAP accounts for the year ended June 30, 2024.

Additional disclosures related to Oregon PERS not applicable to specific employers are available online, or by contacting PERS at the following address: PO BOX 23700 Tigard, OR 97281-3700.

<https://www.oregon.gov/pers/EMP/Pages/GASB.aspx>

5. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA)

Retirement Health Insurance Account

Plan Description:

As a member of Oregon Public Employees Retirement System (OPERS) the Academy contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statute (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants after January 1, 2004. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA) (CONTINUED)

Funding Policy:

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 dollars or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the Retirement Health Insurance Account established by the employer, and any monthly cost in excess of \$60 dollars shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in OPERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in OPERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in an OPERS-sponsored health plan. A surviving spouse or dependent of a deceased OPERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from OPERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating employers are contractually required to contribute to RHIA at a rate assessed each year by OPERS, and the Academy currently contributes 0.0% of annual covered OPERF payroll and 0.00% of OPSRP payroll under a contractual requirement in effect until June 30, 2025. Consistent with GASB Statement 75, the OPERS Board of Trustees sets the employer contribution rates as a measure of the proportionate relationship of the employer to all employers consistent with the manner in which contributions to the OPEB plan are determined. The basis for the employer's portion is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the plan with the total actual contributions made in the fiscal year of all employers. The Academy's contributions to RHIA for the year ended June 30, 2024, were not considered material to the basic financial statements by management.

At June 30, 2024, the Academy's net OPEB liability/ (asset) and deferred inflows and outflows for RHIA were not considered material to the basic financial statements by management and were not accrued in the government-wide statements.

6. SERVICE AGREEMENTS

There is a month-to-month service agreement for IT support services. The monthly payment under the agreement for the elementary school was \$4,589 per month until April 2024, when it increased to \$5,115 per month. The monthly payment under the agreement for the middle school was \$4,377 per month until April 2024, when it increased to \$4,963 per month. Total service agreement for the year ended June 30, 2024, for the elementary school was \$55,864. Total service agreement for the year ended June 30, 2024, for the middle school was \$53,695. Since this is a month-to-month service agreement, there are no future minimum payments.

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

7. LEASE LIABILITY AND RIGHT-TO-USE ASSET

On November 1, 2021, the Academy entered into a 6-year lease with Yoshida Real Estate Holding XV, as Lessee, for use of the premises located at 3220-3240 S Troutdale, Oregon 97060 for middle school space. An initial lease liability was recorded in the amount of \$3,534,201. As of June 30, 2024, the value of the lease liability is \$2,561,514. Required monthly payments are \$31,682. The lease liability has a discount rate of 1.7222%, which is based on a U.S. Treasury A rating at a 122-month credit spread and the daily treasury part yield curve rate at 122 months. The premises' estimated useful life was 122 months as of July 1, 2021, when GASB 87 was implemented. The value of the right-to-use asset as of June 30, 2024, is \$3,534,201 with accumulated amortization of \$1,043,813 and is included with 'buildings' on the lease class activities table below. The Academy has an extension option for an additional 6-year term. The Lessor has an extension option for an additional 6-year term.

On March 1, 2023, the Academy entered into a new lease with Yoshida Real Estate Holding XV, as Lessee, for use of the premises located at 26948 SE Stark Street, Troutdale, Oregon 97060 for an indoor play area and café (Annex). Lease payments begin July 1, 2023. An initial lease liability was recorded in the amount of \$273,504. As of June 30, 2024, the value of the lease liability is \$219,961. Required monthly fixed payments were \$4,604 until July 2024 when they increased to \$4,617. Monthly payments increase each July 1st by 0.3%. The lease liability has a discount rate of 0.5925%, which is based on a U.S. Treasury A rating at a five-year credit spread and the daily treasury part yield curve rate at five years. The premises' estimated useful life was five years as of contract commencement. The value of the right-to-use asset as of June 30, 2024, is \$273,504 with accumulated amortization of \$54,848.

On January 1, 2020, the Academy entered into a five-year lease with Pacific Office Automation, as Lessee, for use of eight copiers. An initial lease liability was recorded in the amount of \$48,536. As of June 30, 2024, the value of the lease liability is \$5,992. Required monthly fixed payments are \$1,561, which includes \$350 for toner, parts, and labor. The \$350 for toner, parts, and labor has been properly excluded from the total lease liability. The lease liability has a discount rate of 0.8453%, which is based on a U.S. Treasury A rating at a 41-month credit spread and the daily treasury part yield curve rate at 41 months. The equipment's estimated useful life was 41 months as of July 1, 2021, when GASB 87 was implemented. The value of the right-to-use asset as of June 30, 2024, is \$48,536 with accumulated amortization of \$41,563 and is included with 'equipment' on the lease class activities table below.

Lease Liability

	Changes in Lease Liability			Balance at June 30, 2024
	Balance at July 1, 2023	Additions	Reductions	
Buildings				
Middle School	\$ 2,894,473	\$ -	\$ (332,959)	\$ 2,561,514
Annex	273,504	-	(53,543)	219,961
Equipment				
Copiers	20,288	-	(14,296)	5,992
	\$ 3,188,265	\$ -	\$ (400,798)	\$ 2,787,467

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

7. LEASE LIABILITY AND RIGHT-TO-USE ASSET (CONTINUED)

Lease Liability (Continued)

Principal and Interest Requirements to Maturity			
For year ended June 30,	Governmental Activities		
	Principal Payments	Interest Payments	Total Payments
2025	\$ 398,984	\$ 42,618	\$ 441,602
2026	399,361	36,402	435,763
2027	405,836	30,095	435,931
2028	412,418	23,680	436,098
2029	362,878	17,309	380,187
2030-2032	807,990	15,748	823,738
	\$ 2,787,467	\$ 165,852	\$ 2,953,319

Right-to-Use Asset Underlying Lease Liability

Amount of Lease Assets by Major Classes of Underlying Asset (Right-to-Use Asset)			
Asset Class	At June 30, 2024		
	Lease Asset Value	Accumulated Amortization	Net Value
Buildings	\$ 3,807,705	\$ 1,098,661	\$ 2,709,044
Equipment	48,536	41,563	6,973
	\$ 3,856,241	\$ 1,140,224	\$ 2,716,017

Changes in Right-to-Use Asset				
	Balance at July 1, 2023	Additions	Reductions	Balance at June 30, 2024
Buildings				
Middle School	\$ 3,534,201	\$ -	\$ -	\$ 3,534,201
Annex	273,504	-	-	273,504
Equipment				
Copiers	48,536	-	-	48,536
Total	3,856,241	-	-	3,856,241
Accumulated Amortization				
Buildings				
Middle School	696,187	347,626	-	1,043,813
Annex	-	54,848	-	54,848
Equipment				
Copiers	27,540	14,023	-	41,563
Total	723,727	416,497	-	1,140,224
Total Lease Assets, Net	\$ 3,132,514			\$ 2,716,017

MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

8. LONG TERM OBLIGATIONS

Changes in the note payable are as follows:

<u>Issue Date</u>	<u>Interest Rate</u>	<u>Original Issue</u>	<u>Outstanding 7/1/2023</u>	<u>Issued</u>	<u>Matured and Redeemed</u>	<u>Outstanding 6/30/2024</u>
July 2, 2018	5.15%	\$ 1,733,000	\$ 992,047	\$ -	\$ (319,592)	\$ 672,455

A note was entered into on July 2, 2018, with Columbia State Bank at 5.15% interest in 30 monthly payments of \$18,572 and a final payment of \$17,324 due July 1, 2028. The remaining loan balance was paid in full July 2024.

The note was collateralized by land, buildings, and improvements costing \$3,487,082. For the year ended June 30, 2024, total depreciation on these assets was \$41,668. At June 30, 2024, accumulated depreciation was \$666,350 and the net book value of the collateral was \$2,820,732.

9. RISK MANAGEMENT

There is exposure to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Commercial insurance is purchased to minimize exposure to these risks. Settled claims have not exceeded this commercial coverage in the last three fiscal years.

10. COMMITMENTS & CONTINGENCIES

A substantial portion of operating funding is received from the State of Oregon through the Reynolds School District. State funding is determined through state-wide revenue projections that are paid to individual school districts based on pupil counts and other factors in the state school fund revenue formula. Since these projections and pupil counts fluctuate, they can cause increases or decreases in revenue. Due to these future uncertainties at the state level, the future effect on operations cannot be determined.

The Academy operates under authority of the Reynolds School District who grants a charter to the Academy and exercises some oversight as required by Oregon law. The effect of non-renewal of the charter has not been determined.

11. TAX STATUS

The Academy is established pursuant to Section 501(c)(3) of the Internal Revenue Code, and, accordingly, the change in net position is exempt from income taxes. A favorable determination letter has been obtained from the Internal Revenue Service and the Board believes that the Academy, continues to qualify and to operate in accordance with applicable provisions of the Internal Revenue Code.

U.S. Generally Accepted Accounting Principles requires management to evaluate tax positions taken and recognize a tax liability (or asset) if an uncertain position has been taken that more likely would not be sustained upon examination by the Internal Revenue Service. The Academy is subject to routine audits by taxing jurisdictions; however, there is currently no audit for any tax period in progress. Management believes it is no longer subject to income tax examinations for years prior to 2020.

REQUIRED
SUPPLEMENTARY INFORMATION

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MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION
for the year ended June 30, 2024

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - PERS

Year Ended June 30,	(a) Employer's proportion of the net pension liability (NPL)	(b) Employer's proportionate share of the net pension liability (NPL)	(c) Entity's covered payroll	(b/c) NPL as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2024	0.024 %	\$ 4,556,372	\$ 3,170,840	143.7 %	81.7 %
2023	0.028	4,228,940	2,696,858	156.8	84.5
2022	0.021	2,551,535	2,625,443	97.2	87.6
2021	0.021	4,634,238	2,366,278	195.8	75.8
2020	0.023	4,021,743	1,982,159	202.9	80.2
2019	0.020	3,079,511	1,887,078	163.2	82.1
2018	0.018	2,434,546	1,594,985	152.6	83.1
2017	0.016	2,334,770	1,275,194	183.1	80.5
2016	0.015	854,245	895,047	95.4	91.9
2015	0.014	(314,299)	871,608	(36.1)	103.6

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date at 6/30 for each year presented.

SCHEDULE OF CONTRIBUTIONS - PERS

Year Ended June 30,	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ 1,018,724	\$ 1,018,724	\$ -	\$ 3,126,404	32.6 %
2023	848,795	848,795	-	3,170,840	26.8
2022	761,782	761,782	-	2,696,858	28.2
2021	909,015	909,015	-	2,625,443	34.6
2020	740,274	740,274	-	2,366,278	31.3
2019	506,191	506,191	-	1,982,159	25.5
2018	524,179	524,179	-	1,887,078	27.8
2017	379,129	379,129	-	1,594,985	23.8
2016	327,116	327,116	-	1,275,194	25.7
2015	238,279	238,279	-	895,047	26.6

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date at 6/30 for each year presented.

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OTHER INFORMATION

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MULTNOMAH LEARNING ACADEMY
MULTNOMAH COUNTY, OREGON

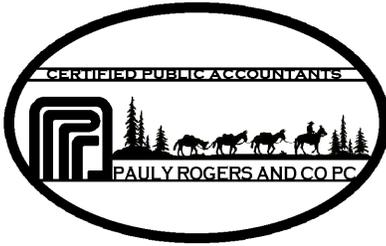
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 GOVERNMENTAL FUND
 - ACTUAL AND BUDGET -
 for the Year Ended June 30, 2024

REVENUES:	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE TO FINAL BUDGET POSITIVE (NEGATIVE)</u>
Federal sources	\$ -	\$ -	\$ 433,331	\$ 433,331
State sources	6,279,202	6,279,202	6,554,820	275,618
Local sources	<u>1,700</u>	<u>1,700</u>	<u>101,872</u>	<u>100,172</u>
Total Revenues	<u>6,280,902</u>	<u>6,280,902</u>	<u>7,090,023</u>	<u>809,121</u>
 EXPENDITURES:				
Instruction	4,116,288	4,116,288	4,509,801	(393,513)
Support services	2,701,021	2,701,021	1,983,857	717,164
Enterprise and community services	31,694	31,694	21,524	10,170
Facilities acquisition and construction	61,020	61,020	108,258	(47,238)
Debt service	<u>222,862</u>	<u>222,862</u>	<u>811,179</u>	<u>(588,317)</u>
Total Expenditures	<u>7,132,885</u>	<u>7,132,885</u>	<u>7,434,619</u>	<u>(301,734)</u>
Net Change in Fund Balance	(851,983)	(851,983)	(344,596)	507,387
Beginning Fund Balance	<u>560,026</u>	<u>560,026</u>	<u>4,402,485</u>	<u>3,842,459</u>
Ending Fund Balance	<u>\$ (291,957)</u>	<u>\$ (291,957)</u>	<u>\$ 4,057,889</u>	<u>\$ 4,349,846</u>

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**REPORTS ON LEGAL AND
OTHER REGULATORY REQUIREMENTS**

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PAULY, ROGERS, AND CO., P.C.
12700 SW 72nd Ave. Tigard, OR 97223
(503) 620-2632
www.paulyrogersandcocpas.com

December 3, 2024

Independent Auditors' Report Required by Oregon State Regulations

We have audited the basic financial statements of the Multnomah Learning Academy as of and for the year ended June 30, 2024, and have issued our report thereon dated December 3, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of the basic financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposits of public funds with financial institutions (ORS Chapter 295)**
- **Insurance and fidelity bonds in force or required by law.**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Programs funded from outside sources.**
- **Indebtedness limitations, restrictions, and repayment.**

In connection with our testing nothing came to our attention that caused us to believe the Multnomah Learning Academy was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the system of internal controls over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the system of internal controls over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the system of internal control over financial reporting.

This report is intended solely for the information and use of the Board of Directors, management and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

Hans Graichen

HANS K. GRAICHEN, CPA
PAULY, ROGERS AND CO., P.C.

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**MASTERY LEARNING INSTITUTE
ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON**

FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2024



12700 SW 72nd Ave.
Tigard, OR 97223

MASTERY LEARNING INSTITUTE – ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

FINANCIAL REPORT

For the Year Ended June 30, 2024

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**MASTERY LEARNING INSTITUTE – ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

2023-24

<u>BOARD OF DIRECTORS</u>	<u>Term Expiration</u>
Bonnie Grossen, PhD – Chair/President	October 30, 2024
Gary Davis – Member	October 30, 2025
Teresa Schantin – Member	October 30, 2025
Jerry Silbert – Member	October 30, 2025
Susan Spreadborough – Member	October 30, 2025

All board members receive mail at the address below:

Stephani Walker, Executive Director
Mastery Learning Institute
13809 S.E. Division
Portland, Oregon 97236

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**MASTERY LEARNING INSTITUTE – ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

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November 18, 2024

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Mastery Learning Institute – Arthur Academy – Reynolds
Multnomah County, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and major fund of Mastery Learning Institute – Arthur Academy – Reynolds (the School) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the School, as of June 30, 2024, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Basic Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Basic Financial Statements

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Basic Financial Statements

Our objectives are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the basic financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the basic financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the basic financial statements.
- Obtain an understanding of the School's system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's system of internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the Schedules of Net Pension Liability and Contributions for PERS or the Management's Discussion and Analysis because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance on them.

Other Information

Management is responsible for the other information included in the annual report. The listing of board members containing their term expiration dates, located before the table of contents, does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

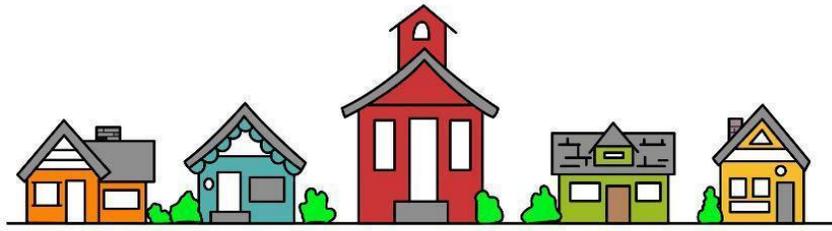
Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated November 18, 2024, on our consideration of compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

Hans Graichen

HANS K. GRAICHEN, CPA
PAULY, ROGERS AND CO., P.C.

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ARTHUR ACADEMY

Public Charter School

MASTERY LEARNING INSTITUTE – ARTHUR ACADEMY – REYNOLDS MANAGEMENT’S DISCUSSION AND ANALYSIS For the year ended June 30, 2024

As management of Mastery Learning Institute – Arthur Academy – Reynolds Charter School, we offer the following narrative overview and analysis of the School’s basic financial statements for the year ended June 30, 2024. Because the information contained in this discussion is select in nature, it should be considered in conjunction with the basic financial statements included in this audit report.

Financial Highlights

- The School showed a decrease in its financial position during the year ended June 30, 2024. Our total assets decreased from \$3,762,285 to \$3,585,816 of which \$1,462,137 are capital assets, net of depreciation.
- Liabilities of \$297,084 were all current as of June 30, 2024, which excludes the net pension liability of \$1,459,448.
- Our total net position decreased from \$2,457,639 to \$2,232,053. All activities of the School are governmental activities.
- The decrease in net position was \$225,586.
- Our revenues came primarily from State School Fund revenues, which were \$1,694,450 and other revenues totaled \$300,193. Total revenues from all sources for the year were \$1,994,643.
- Our expenses totaled \$2,220,229 for the year. Our largest expenditures were for instructional costs, which totaled \$1,430,048.

The School’s basic financial statements consist of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

The government-wide financial statements are designed to provide an overview of the School’s financial operations, in a manner similar to a private-sector business. The statement of net position presents information regarding all assets and liabilities, with the difference between the two being reported as net position. Changes in net position may serve as a useful indicator of whether or not the overall financial position of the School is improving or deteriorating. The statement of activities presents information showing how the School’s net position increased or decreased during the year under audit. All activities in the government-wide financial statements are presented on the full accrual basis of accounting, in which they are reported as soon as the event occurs, regardless of the timing of associated cash flows.

The fund financial statements are presented focusing on near-term inflows and outflows of available resources, as well as balances of available resources available at the end of the year. The Reconciliation of Governmental Funds provides reconciliation between the fund financial statements and the government-wide financial statements.

ARTHUR ACADEMY – MASTERY LEARNING INSTITUTE
13717 SE Division, Portland, OR 97236 (503) 762-6061 Fax (503) 761-4143

An analysis of the government-wide statements is as follows:

	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Assets			
Current and other assets	\$ 2,123,679	\$ 2,283,952	-7.0%
Capital assets (net)	<u>1,462,137</u>	<u>1,478,333</u>	<u>-1.1%</u>
Total Assets	<u>3,585,816</u>	<u>3,762,285</u>	<u>-4.7%</u>
Deferred Outflows of Resources			
Pension related deferrals	<u>566,926</u>	<u>403,359</u>	<u>40.6%</u>
Liabilities			
Current and other liabilities	297,084	327,201	-9.2%
Net pension liability - PERS	<u>1,459,448</u>	<u>997,700</u>	<u>46.3%</u>
Total Liabilities	<u>1,756,532</u>	<u>1,324,901</u>	<u>32.6%</u>
Deferred Inflows of Resources			
Pension related deferrals	<u>164,157</u>	<u>383,104</u>	<u>-57.2%</u>
Net Position			
Net investment in capital assets	1,462,137	1,478,333	-1.1%
Unrestricted	<u>769,916</u>	<u>979,306</u>	<u>-21.4%</u>
Total Net Position	<u>\$ 2,232,053</u>	<u>\$ 2,457,639</u>	<u>-9.2%</u>
	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Revenues			
Federal aid	\$ 85,240	\$ 260,122	-67.2%
State aid	1,887,175	1,842,927	2.4%
Charges for services	3,984	4,274	-6.8%
Miscellaneous	<u>18,244</u>	<u>9,216</u>	<u>98.0%</u>
Total Revenues	<u>1,994,643</u>	<u>2,116,539</u>	<u>-5.8%</u>
Expenses			
Instruction	1,430,048	1,098,455	30.2%
Support services	688,713	613,799	12.2%
Enterprise and community service	15,038	19,433	-22.6%
Capital outlay	15,619	-	New in 2024
Unallocated depreciation	<u>70,811</u>	<u>79,808</u>	<u>-11.3%</u>
Total Expenses	<u>2,220,229</u>	<u>1,811,495</u>	<u>22.6%</u>
Change in Net Position	(225,586)	305,044	-174.0%
Beginning Net Position	<u>2,457,639</u>	<u>2,152,595</u>	<u>14.2%</u>
Ending Net Position	<u>\$ 2,232,053</u>	<u>\$ 2,457,639</u>	<u>-9.2%</u>

An analysis of the General Fund is as follows:

	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Assets	\$ 2,123,679	\$ 2,264,707	-6.2%
Liabilities	297,084	327,201	-9.2%
Fund Balances			
Nonspendable	21,918	2,083	952.2%
Unassigned	1,804,677	1,935,423	-6.8%
Total Fund Balances	<u>\$ 1,826,595</u>	<u>\$ 1,937,506</u>	<u>-5.7%</u>
	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Revenues			
Federal aid	\$ 85,240	\$ 260,122	-67.2%
State aid	1,887,175	1,842,927	2.4%
Fees and charges	3,984	4,274	-6.8%
Miscellaneous	18,244	9,216	98.0%
Total Revenues	<u>1,994,643</u>	<u>2,116,539</u>	<u>-5.8%</u>
Expenses			
Current			
Instruction	1,343,642	1,122,961	19.7%
Support service	676,640	618,543	9.4%
Enterprise and community servic	15,038	19,433	-22.6%
Capital outlay	70,234	-	New in 2024
Total Expenses	<u>2,105,554</u>	<u>1,760,937</u>	<u>19.6%</u>
Change in Fund Balance	(110,911)	355,602	-131.2%
Beginning Fund Balance	1,937,506	1,581,904	22.5%
Ending Fund Balance	<u>\$ 1,826,595</u>	<u>\$ 1,937,506</u>	<u>-5.7%</u>

As we write this in the fall of 2024, we are currently at an enrollment of 170 students. We expect student enrollment to remain the same. Student retention has been good, with a waiting list for enrollments. The School's revenues remain difficult to predict due to the unstable school funding environment in Oregon. The School's Board of Directors remains committed to budgeting conservatively to handle possible downward trends in per-pupil funding, should that result.

Please refer to the notes to the basic financial statements for a discussion of other issues related to the 2023-2024 year. Within that section are explanations of Arthur Academy – Reynolds' organization and operation, a summary of significant accounting policies, and other important information.

This financial report is designed to provide a general overview of the School's finances for all those with an interest in the School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Business, Jill Domine, Arthur Academy – Reynolds, 13809 S.E. Division, Portland, Oregon 97236.



Jill Domine
Arthur Academy
Director of Business

ARTHUR ACADEMY – MASTERY LEARNING INSTITUTE
13717 SE Division, Portland, OR 97236 (503) 762-6061 Fax (503) 761-4143

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BASIC FINANCIAL STATEMENTS

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MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

STATEMENT OF NET POSITION
at June 30, 2024

ASSETS:

Cash and cash equivalents	\$ 1,909,031
Accounts receivable	151,040
Related party receivable	41,690
Prepaid expenses	21,918
Capital assets, net of depreciation	<u>1,462,137</u>
Total Assets	3,585,816

DEFERRED OUTFLOWS OF RESOURCES:

Pension related deferrals - PERS	<u>566,926</u>
----------------------------------	----------------

TOTAL ASSETS AND PENSION RELATED DEFERRALS	<u>\$ 4,152,742</u>
--	---------------------

LIABILITIES:

Accounts payable	\$ 52,226
Related party payable	83,889
Payroll liabilities	160,969
Net pension liabilities - PERS	<u>1,459,448</u>
Total Liabilities	1,756,532

DEFERRED INFLOWS OF RESOURCES:

Pension related deferrals - PERS	<u>164,157</u>
----------------------------------	----------------

TOTAL LIABILITIES AND PENSION RELATED DEFERRALS	<u>1,920,689</u>
---	------------------

NET POSITION:

Net investment in capital assets	1,462,137
Unrestricted	<u>769,916</u>
Total Net Position	<u>2,232,053</u>

TOTAL LIABILITIES, PENSION RELATED DEFERRALS AND NET POSITION	<u>\$ 4,152,742</u>
---	---------------------

See accompanying notes to the basic financial statements.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

STATEMENT OF ACTIVITIES
for the Year Ended June 30, 2024

<u>FUNCTIONS</u>	<u>EXPENSES</u>	<u>PROGRAM REVENUES</u>		<u>NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION</u>
		<u>CHARGES FOR SERVICES</u>	<u>OPERATING GRANTS AND CONTRIBUTIONS</u>	
Instruction	\$ 1,430,048	\$ 3,960	\$ -	\$ (1,426,088)
Support Services	688,713	24	-	(688,689)
Enterprise and Community Service	15,038	-	-	(15,038)
Capital Outlay	15,619	-	-	(15,619)
Unallocated Depreciation	70,811	-	-	(70,811)
Total Governmental Activities	<u>\$ 2,220,229</u>	<u>\$ 3,984</u>	<u>\$ -</u>	<u>(2,216,245)</u>
General Revenues:				
				85,240
				1,887,175
				<u>18,244</u>
				<u>1,990,659</u>
				(225,586)
				2,457,639
				<u>\$ 2,232,053</u>

See accompanying notes to the basic financial statements.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

BALANCE SHEET - GOVERNMENTAL FUND
at June 30, 2024

ASSETS:	
Cash and cash equivalents	\$ 1,909,031
Accounts receivable	151,040
Related party receivable	41,690
Prepaid expenses	<u>21,918</u>
Total Assets	<u>\$ 2,123,679</u>
LIABILITIES:	
Accounts payable	\$ 52,226
Related party payable	83,889
Payroll liabilities	<u>160,969</u>
Total Liabilities	<u>297,084</u>
FUND BALANCES:	
Nonspendable	21,918
Unassigned	<u>1,804,677</u>
Total Fund Balances	<u>1,826,595</u>
Total Liabilities and Fund Balance	<u>\$ 2,123,679</u>

See accompanying notes to the basic financial statements.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION
at June 30, 2024

Fund Balance - Governmental Fund \$ 1,826,595

The PERS net pension asset (liability) is the difference between the total pension liability and the assets set aside to pay benefits earned to past and current employees and beneficiaries.

Net Pension Liability - PERS (1,459,448)

Deferred inflows and outflows of resources related to the pension plan include differences between expected and actual experience, changes of assumptions, differences between projected and actual earnings, and contributions subsequent to the measurement date.

Deferred Inflows of Resources - PERS (164,157)
Deferred Outflows of Resources - PERS 566,926

The cost of capital assets (site improvements, buildings and improvements, and equipment) purchased or constructed is reported as an expenditure in the governmental fund. The Statement of Net Position includes those capital assets among the assets of the School as a whole.

Capital assets, net of depreciation 1,462,137

Net Position \$ 2,232,053

See accompanying notes to the basic financial statements.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
for the Year Ended June 30, 2024

REVENUES:

Federal aid	\$ 85,240
State aid	1,887,175
Fees and charges	3,984
Miscellaneous	<u>18,244</u>
Total Revenues	<u>1,994,643</u>

EXPENDITURES:

Current:	
Instruction	1,343,642
Support service	676,640
Enterprise and community service	<u>15,038</u>
Total Current	2,035,320

Capital Outlay	<u>70,234</u>
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Total Expenditures	<u>2,105,554</u>
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Excess of Revenues Over (Under) Expenditures	(110,911)
Beginning Fund Balance	1,937,506
Ending Fund Balance	<u><u>\$ 1,826,595</u></u>

See accompanying notes to the basic financial statements.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

RECONCILIATION OF THE GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES
for the Year Ended June 30, 2024

Net Change in Fund Balance - Governmental Fund \$ (110,911)

The PERS pension revenue (expense) represents the changes in net pension asset (liability) from year to year due to changes in total pension liability and the fair value of pension plan net position available to pay pension benefits.

Pension Revenue (Expense) - PERS (79,234)

Prepaid expenditures, not expected to be used within one fiscal year, are reported as expenditures in the governmental fund.

Long Term Prepaid Expenditures (19,245)

Capital outlays are reported in the governmental fund as expenditures. However, in the statement of activities, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation expense.

Capital Outlay 54,615
Depreciation Expense (70,811)

Change in Net Position of Governmental Activities \$ (225,586)

See accompanying notes to the basic financial statements.

NOTES TO THE
BASIC FINANCIAL STATEMENTS

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MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units as required by Oregon law. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the accounting policies are described below.

A. THE FINANCIAL REPORTING ENTITY

Arthur Academy – Reynolds (the School) is a non-profit corporation organized under provisions of Oregon Revised Statutes Chapter 338 for the purpose of operating a charter school. It is governed by a board of directors. Accounting principles generally accepted in the United States of America require that these financial statements present Arthur Academy – Reynolds and all component units, if any. Component units, as established by the Governmental Accounting Standards Board (GASB) Statement 61, are separate entities that are included in the School’s reporting because of the significance of their operational or financial relationships. All significant activities and entities with which the School exercises oversight responsibility have been considered for inclusion in the basic financial statements. There are no component units.

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The Statement of Net Position and Statement of Activities display information about the School as a whole.

The Statement of Net Position and the Statement of Activities were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 “Accounting and Financial Reporting for Non-exchange Transactions.”

All direct expenses are reported by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function.

FUND FINANCIAL STATEMENTS

The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

GOVERNMENTAL FUND TYPES

Governmental funds are used to account for general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period, which is 60 days. Grant revenue is not considered available and, therefore, is not recognized until received. Expenditures are recorded when the liability is incurred.

Revenues susceptible to accrual are federal, state, and local shared revenue.

There is the following major governmental fund:

GENERAL FUND

This fund accounts for all financial resources and expenditures, except those required to be accounted for in another fund (there are no other funds). The principal revenue sources are payments of state school support from Reynolds School District, federal aid, state aid, program fees, fundraising and donations.

GRANTS

Unreimbursed expenditures due from grantor agencies are reflected in the government-wide financial statements as receivables and revenues. Grant revenues are recorded at the time eligible expenditures are incurred. Cash received from grantor agencies in excess of related grant expenditures is recorded as a liability in the balance sheet and statement of net position.

NET POSITION

Net position comprises the various net earnings from operations, non-operating revenues, expenses and contributions of capital. Net position is classified in the following categories:

Net investment in capital assets – consists of all capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets, as well as all right-to-use assets, net of accumulated amortization and reduced by the outstanding balances of any lease liabilities.

Restricted – consists of external constraints placed on net position use by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. There was no restricted net position at June 30, 2024.

Unrestricted – consists of all other categories of net position that are not included in the other categories previously mentioned.

Restricted resources are spent first when both restricted and unrestricted resources are available for expenses.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

In addition to assets, the basic financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. At June 30 2024, there were deferred outflows representing PERS pension related deferrals reported in the Statement of Net position.

In addition to liabilities, the basic financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. At June 30 2024, there were deferred inflows representing PERS pension related deferrals reported in the Statement of Net Position.

FUND EQUITY

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions* is followed. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the fund balance classifications are non-spendable, restricted, committed, assigned, and unassigned.

- Non-spendable represents amounts that are not in a spendable form. Non-spendable amounts represents prepaid items.
- Restricted represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body or by an official to whom that authority has been given by the governing body.
- Unassigned is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

There were no restricted, committed, or assigned fund balances at year end.

Restricted resources are spent first when both restricted and unrestricted (committed, assigned or unassigned) resources are available for expenditures. When unrestricted resources are spent, the order of spending is committed (if applicable), assigned (if applicable) and unassigned.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. BUDGET

A budget is prepared for the General Fund on the modified accrual basis of accounting in the main program categories as listed below. Modified accrual basis differs from accrual in the fact that no depreciation expense is recognized, capital assets are expensed when purchased, debt is expensed when paid, pension costs are not recorded until paid, and inventory is expensed when purchased. The budget is prepared on a basis consistent with accounting principles generally accepted in the United States of America, except as noted above.

The expenditure budgets are made at the following levels:

LEVEL OF CONTROL

Salaries and Associated Payroll Costs
Purchased Services
Supplies and Materials
Capital Outlay

D. CAPITAL ASSETS

Capital assets, which include buildings, site improvements and equipment, are reported in the government-wide financial statements. Capital assets are defined as assets with an initial, individual cost of \$5,000 or more, and an estimated useful life in excess of one year. Capital assets are recorded at historical cost or estimated historical cost. Donated capital assets are recorded at their estimated fair market value on the date donated. The cost of normal maintenance and repair that do not add function to the asset or materially extend the useful life of the asset are expensed as incurred.

Capital assets are depreciated using the straight line method over the following useful lives:

Site Improvements	10 years
Building and Improvements	50 years
Equipment	5 to 10 years

E. SUPPLY INVENTORY

Detailed supply inventory records are not maintained. Inventory on hand at year end was considered immaterial by management.

F. PREPAID EXPENSES

Prepaid expenses represent subscriptions for services that will be used in future years, and payment for a gate project commencing after June 30, 2024.

G. ACCOUNTS RECEIVABLE

Management believes all accounts receivable are fully collectable; therefore, an allowance for doubtful accounts has not been determined. All accounts receivable are current. Total accounts receivable at June 30, 2024, consisted of state aid.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. LEASES

Leases are reported in accordance with GASB Statement No. 87, *Leases*. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. Management did not identify any leases that fell under the requirements of GASB Statement No. 87, *Leases*.

I. SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS – (SBITA)

Subscription Right-to-Use Assets

Subscription assets are assets in which the government obtains control of the right to use the underlying IT asset. The value of the subscription asset is initially measured as the sum of the initial subscription liability amount, any payments made to the IT software vendor before commencement of the subscription term, and any capitalizable implementation costs, less any incentives received from the SBITA vendor at or before the commencement of the subscription term. The subscription asset is amortized in a straight-line manner over the course of the subscription term.

Subscription Liabilities

In the government-wide financial statements, subscription liabilities are reported as liabilities in the Statement of Net Position. In the governmental fund financial statements, the present value of subscription payments expected to be made during the subscription term is reported as other financing sources. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

Management has determined that they do not have any material multi-year subscription technology arrangements that would require reporting a subscription liability or a right-to-use subscription asset.

J. RETIREMENT PLANS

Substantially all of the School's employees are participants in the State of Oregon Public Employees Retirement System (PERS). For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about fiduciary net position of PERS and additions to/deductions from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. ESTIMATES

Preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

L. FAIR VALUE INPUTS, METHODOLOGIES AND HIERARCHY

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset. The classification of securities within the fair value hierarchy is based upon the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

Level 1 – unadjusted price quotations in active markets/exchanges for identical assets or liabilities that each Fund has the ability to access

Level 2 – other observable inputs (including, but not limited to, quoted prices for similar assets or liabilities in markets that are active, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the assets or liabilities (such as interest rates, yield curves, volatilities, loss severities, credit risks and default rates) or other market–corroborated inputs)

Level 3 – unobservable inputs based on the best information available in the circumstances, to the extent observable inputs are not available (including each Fund’s own assumptions used in determining the fair value of investments)

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). Accordingly, the degree of judgment exercised in determining fair value is greatest for instruments categorized in Level 3. The inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, for disclosure purposes, the fair value hierarchy classification is determined based on the lowest level input that is significant to the fair value measurement in its entirety.

There were no investments at June 30, 2024.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

2. TAX STATUS

The School is established pursuant to Section 501(c)(3) of the Internal Revenue Code, and, accordingly, the change in net position is exempt from income taxes. A favorable determination letter has been obtained from the Internal Revenue Service and the Board believes that the School continues to qualify and operate in accordance with applicable provisions of the Internal Revenue Code.

U.S. Generally Accepted Accounting Principles require management to evaluate tax positions taken and recognize a tax liability (or asset) if an uncertain position has been taken that more likely than not would not be sustained upon examination by the Internal Revenue Service. The School is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Management believes it is no longer subject to income tax examinations for years prior to 2020.

3. CASH AND INVESTMENTS

DEPOSITS

Deposits with financial institutions include bank demand deposits. Oregon Revised Statutes require deposits to be adequately covered by federal depository insurance or deposited at an approved depository as identified by the Treasury. The total bank balance per the bank statements as of June 30, 2024, was \$2,151,667, of which \$250,000 was covered by federal depository insurance and the remainder was collateralized by the Oregon Public Funds Collateralization Program (PFCP).

At June 30, 2024, cash and cash equivalents consisted of the following:

Bank Demand Deposits	\$ 1,908,531
Cash on Hand	500
Total	<u>\$ 1,909,031</u>

CREDIT RISK – DEPOSITS

In the case of deposits, this is the risk that in the event of a bank failure, deposits may not be returned. There is no deposit policy for custodial credit risk. As of June 30, 2024, none of the bank balance was exposed to custodial credit risk.

INVESTMENTS

Policy is to follow state statutes governing cash management. Statutes authorize investing in banker's acceptances, repurchase agreements, obligations of the United States and its agencies and instrumentalities.

INTEREST RATE RISK - INVESTMENTS

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. There were no investments.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

3. CASH AND INVESTMENTS (CONTINUED)

CREDIT RISK - INVESTMENTS

Oregon Revised Statutes do not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE.

CONCENTRATION OF CREDIT RISK

At June 30, 2024, there were no investments.

4. CAPITAL ASSETS

Changes in capital assets are as follows:

	<u>Capital Assets</u> <u>July 1, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Capital Assets</u> <u>June 30, 2024</u>
Capital Assets				
Site Improvements	\$ 216,960	\$ -	\$ (7,836)	\$ 209,124
Building and Improvements	2,250,490	54,615	-	2,305,105
Equipment	<u>57,818</u>	<u>-</u>	<u>(33,718)</u>	<u>24,100</u>
Total	2,525,268	54,615	(41,554)	2,538,329
Accumulated Depreciation:				
Site Improvements	200,443	1,738	(7,836)	194,345
Building and Improvements	805,946	64,253	-	870,199
Equipment	<u>40,546</u>	<u>4,820</u>	<u>(33,718)</u>	<u>11,648</u>
Total	1,046,935	70,811	(41,554)	1,076,192
Total Net Capital Assets	<u>\$ 1,478,333</u>			<u>\$ 1,462,137</u>

Deletions represent various office equipment (copiers, tables, desks, chairs), and a shed. Two copiers were returned to the vendor. Both copiers were fully depreciated, and there was no gain or loss on disposal. No money or credit was received on their return. All other equipment and the shed were disposed of. All the other equipment and the shed were fully depreciated, and there was no gain or loss on disposal.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN

Plan Description – The Oregon Public Employees Retirement System (PERS) consists of a single cost-sharing multiple-employer defined benefit plan. All benefits of the system are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Oregon PERS produces an independently audited Annual Comprehensive Financial Report which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

If the link is expired please contact Oregon PERS for this information.

- a. **PERS Pension (Chapter 238).** The ORS Chapter 238 Defined Benefit Plan is closed to new members hired on or after August 29, 2003.
 - i. **Pension Benefits.** The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, and 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefits results. A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier 1 general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier 2 members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.
 - ii. **Death Benefits.** Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following contributions are met:
 - member was employed by PERS employer at the time of death,
 - member died within 120 days after termination of PERS covered employment,
 - member died as a result of injury sustained while employed in a PERS-covered job, or
 - member was on an official leave of absence from a PERS-covered job at the time of death.
 - iii. **Disability Benefits.** A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.
 - iv. **Benefit Changes After Retirement.** Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations due to changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

- b. **OPSRP Pension Program (OPSRP DB).** The ORS Chapter 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003.
- i. **Pension Benefits.** This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:
Police and fire: 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.
General service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.
A member of the pension program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.
- ii. **Death Benefits.** Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member. The surviving spouse may elect to delay payment of the death benefit, but payment must commence no later than December 31 of the calendar year in which the member would have reached 70½ years.
- iii. **Disability Benefits.** A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member’s salary determined as of the last full month of employment before the disability occurred.

Contributions – PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the PERS Defined Benefit Plan and the Other Postemployment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2021, actuarial valuation, which became effective July 1, 2023. The state of Oregon and certain schools, community colleges, and political subdivision have made unfunded actuarial liability payments and their rates have been reduced. Employer contributions for the year ended June 30, 2024, were \$231,139, excluding amounts to fund employer specific liabilities.

Pension Asset or Liability

At June 30, 2024, the School reported a net pension liability of \$1,459,448 for its proportionate share of the net pension liability. The pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2021. The School’s proportion of the net pension liability was based on a projection of the School’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. As of the measurement dates of June 30, 2023 and 2022, the School’s proportion was .008 and .007 percent, respectively. Pension expense (revenue) for the year ended June 30, 2024, was \$79,234.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

The rates in effect for the year ended June 30, 2024, were:

- (1) Tier 1/Tier 2 – 27.87%
- (2) OPSRP general services – 25.03%

	Deferred Outflow of Resources	Deferred Inflow of Resources
Difference between expected and actual experience	\$ 71,372	\$ 5,786
Changes in assumptions	129,649	967
Net difference between projected and actual earnings on investments	26,232	-
Changes in proportionate share	108,287	85,030
Differences between contributions and proportionate share of contributions	247	72,374
Subtotal - Amortized deferrals (below)	335,787	164,157
Contributions subsequent to measuring date	231,139	-
Deferred outflow (inflow) of resources	\$ 566,926	\$ 164,157

The amount of contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the fiscal year ended June 30, 2025.

Subtotal amounts related to pension as deferred outflows of resources, 335,787 and deferred inflows of resources, (\$164,157), net to \$171,630 and will be recognized in pension expense (revenue) as follows:

Year ending June 30,	Amount
2025	\$ 9,498
2026	(59,268)
2027	143,706
2028	64,738
2029	12,956
Total	\$ 171,630

All assumptions, methods, and plan provisions used in these calculations are described in the Oregon PERS system-wide GASB 68 reporting summary dated February 1, 2024. Oregon PERS produces an independently audited ACFR which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Actuarial Valuations – The employer contribution rates effective July 1, 2023 through June 30, 2025, were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (estimated amount necessary to finance benefits earned by employees during the current service year), (2) an amount for the amortization unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 20 years.

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation date	December 31, 2021
Measurement date	June 30, 2023
Experience study	2020, Published July 20, 2021
Amortization method	Level percentage of payroll
Asset valuation method	Fair value
Actuarial assumptions:	
Actuarial cost method	Entry Age Normal
Inflation rate	2.40 percent
Long-term expected rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increases	3.40 percent
Cost-of-living adjustments (COLA)	Blend of 2.00% COLA and graded COLA (1.25%/0.15%) in accordance with <i>Moro</i> decision; blend based on service.
Mortality	<p><u>Health retirees and beneficiaries:</u> Pub-2010 Health Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Active members:</u> Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study which is reviewed for the four-year period ending December 31, 2020.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Assumed Asset Allocation:

Asset Class/Strategy	Low Range	High Range	OIC Target
Debt Securities	20.0%	30.0%	25.0%
Public Equity	22.5%	32.5%	27.5%
Real Estate	9.0%	16.5%	12.5%
Private Equity	17.5%	27.5%	20.0%
Real Assets	2.5%	10.0%	7.5%
Diversifying Strategies	2.5%	10.0%	7.5%
Opportunity Portfolio	0.0%	5.0%	0.0%
Total			100.0%

(Source: June 30, 2023 PERS ACFR; p. 125)

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in January 2023 the PERS Board reviewed long-term assumptions developed by both Milliman’s capital market assumptions team and the Oregon Investment Council’s (OIC) investment advisors. The table below shows Milliman’s assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund of Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Discount Rate – The discount rate used to measure the total pension liability, as of the measurement dates of June 30, 2023 and 2022, was 6.90 percent, for both years, for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from the plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the School’s proportionate share of the net pension liability to changes in the discount rate – The following presents the School’s proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the School’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate.

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
School's proportionate share of the net pension liability (asset)	\$ 2,410,739	\$ 1,459,448	\$ 663,325

Changes Subsequent to the Measurement Date

As described above, GASB 67 and GASB 68 require the Total Pension Liability to be determined based on the benefit terms in effect at the Measurement Date. Any changes to benefit terms that occurs after that date are reflected in amounts reported for the subsequent Measurement Date. However, Paragraph 80f of GASB 68 requires employers to briefly describe any changes between the Measurement Date and the employer’s reporting date that are expected to have a significant effect on the employer’s share of the collective Net Pension Liability, along with an estimate of the resulting change, if available.

There are no changes subsequent to the June 30, 2023, Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

OPSRP Individual Account Program (OPSRP IAP)

Plan Description:

Employees of the School are provided with pensions through OPERS. All the benefits of OPERS are established by the Oregon legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003. Chapter 238A created the Oregon Public Service Retirement Plan (OPSRP), which consists of the Defined Benefit Pension Program and the Individual Account Program (IAP). Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member’s IAP account. OPSRP is part of OPERS, and is administered by the OPERS Board.

**MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON**

NOTES TO THE BASIC FINANCIAL STATEMENTS

5. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Benefits:

Participants in OPERS defined benefit pension plans also participate in their defined contribution plan. An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies. Upon retirement, a member of the OPSRP IAP may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits:

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions:

Employees of the School pay six (6) percent of their covered payroll. Effective July 1, 2020, currently employed Tier 1/Tier 2 and OPSERP members earning \$2,500 or more per month (increased to \$3,333 per month in 2022) will have a portion of their 6 percent monthly IAP contributions redirected to an Employee Pension Stability Account. The Employee Pension Stability Account will be used to pay part of the member's future benefit. Of the 6 percent monthly IAP contribution, Tier 1/Tier 2 will have 2.5 percent redirected to the Employee Pension Stability Account and OPSERP will have 0.75 percent redirected to the Employee Pension Stability Account, with the remaining going to the member's existing IAP account. Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full 6 percent contribution to the IAP. The School did not make any optional contributions to member IAP accounts for the year ended June 30, 2024.

Additional disclosures related to Oregon PERS not applicable to specific employers are available online, or by contacting PERS at the following address: PO BOX 23700 Tigard, OR 97281-3700.

<https://www.oregon.gov/pers/EMP/Pages/GASB.aspx>

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

6. OTHER POST- EMPLOYMENT BENEFIT PLAN – (RHIA)

Retirement Health Insurance Account

Plan Description:

As a member of Oregon Public Employees Retirement System (OPERS) the School contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statute (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants after January 1, 2004. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700.

Funding Policy:

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 dollars or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the Retirement Health Insurance Account established by the employer, and any monthly cost in excess of \$60 dollars shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in OPERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in OPERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in an OPERS-sponsored health plan. A surviving spouse or dependent of a deceased OPERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from OPERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating employers are contractually required to contribute to RHIA at a rate assessed each year by OPERS, and the School currently contributes 0.00% of annual covered OPERF payroll and 0.00% of OPSRP payroll under a contractual requirement in effect until June 30, 2025. Consistent with GASB Statement 75, the OPERS Board of Trustees sets the employer contribution rates as a measure of the proportionate relationship of the employer to all employers consistent with the manner in which contributions to the OPEB plan are determined. The basis for the employer's portion is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the plan with the total actual contributions made in the fiscal year of all employers. The School's contributions to RHIA for the year ended June 30, 2024, were not considered material to the basic financial statements by management.

At June 30, 2024, the School's net OPEB liability/(asset) and deferred inflows and outflows for RHIA were not considered material to the basic financial statements by management and were not accrued in the government-wide statements.

MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY – REYNOLDS
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

7. RELATED PARTY TRANSACTIONS

Arthur Academy – General Services is a related party to all other Arthur Academy Charter Schools (including Reynolds) by virtue of being under the administration of the same board of directors and operating under similar principles of governance. All payroll related expenditures are made by the Arthur Academy – General Services on behalf of each school. General Services is reimbursed for those expenditures and the administration thereon. Furthermore, the Arthur Academy – General Services is involved in the cash flow management of each school, including loans and inter-entity borrowings.

Payments are made to Arthur Academy – General Services for administrative costs and payroll and related expenses. During the fiscal year ended June 30, 2024, \$1,451,863 was paid to Arthur Academy – General Services. At June 30, 2024, Arthur Academy – Reynolds had a balance of \$83,889 due to Arthur Academy – General Services, which was for payroll and related expenses, and shared services. There is no interest being charged on this outstanding payable and there is no specific due date.

At June 30, 2024, Arthur Academy – Reynolds had a related party receivable in the amount of \$41,690 due from Arthur Academy – General Services for the Early Literacy Success School District Grant. There is no interest being charged on this outstanding receivable, and there is no specific due date.

8. RISK MANAGEMENT

There is exposure to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Commercial insurance is purchased to minimize exposure to these risks. Settled claims have not exceeded this commercial coverage in the last three fiscal years.

9. COMMITMENTS & CONTINGENCIES

A substantial portion of operating funding is received from the State of Oregon through the Reynolds School District. State funding is determined through statewide revenue projections that are paid to individual school districts based on pupil counts and other factors in the state school fund revenue formula. Since these projections and pupil counts fluctuate they can cause increases or decreases in revenue. Due to these future uncertainties at the state level, the future effect on the operations cannot be determined.

The School operates under authority of the Reynolds School District who grants a charter to the School and exercises some oversight as required by Oregon law. The effect of non-renewal of the charter on these financial statements has not been determined.

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REQUIRED
SUPPLEMENTARY INFORMATION

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MASTERY LEARNING INSTITUTE - ARTHUR ACADEMY - REYNOLDS
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION
for the year ended June 30, 2024

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - PERS

Year Ended June 30,	(a) Employer's proportion of the net pension liability (NPL)	(b) Employer's proportionate share of the net pension liability (NPL)	(c) The School's covered payroll	(b/c) NPL as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2024	0.008 %	\$ 1,459,448	\$ 704,829	207.1 %	81.7 %
2023	0.007	997,700	690,567	144.5	84.5
2022	0.007	828,519	666,883	124.2	87.6
2021	0.008	1,684,538	678,142	248.4	75.8
2020	0.006	1,364,093	703,783	193.8	80.2
2019	0.006	1,103,899	600,671	183.8	82.1
2018	0.006	767,606	584,435	131.3	83.1
2017	0.001	155,439	598,074	26.0	80.5
2016	0.008	436,804	526,388	83.0	91.9
2015	0.045 *	(194,143)	419,621	(46.3)	103.6

The amounts presented for each fiscal year were actuarial determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

* Prior to 2016, Employer's proportion is the Mastery Learning Institute amount in total. Going forward, it will be just the one School's share.

SCHEDULE OF CONTRIBUTIONS - PERS

Year Ended June 30,	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ 231,139	\$ 231,139	\$ -	\$ 901,905	25.6 %
2023	171,808	171,808	-	704,829	24.4
2022	168,214	168,214	-	690,567	24.4
2021	166,470	166,470	-	666,883	25.0
2020	169,822	169,822	-	678,142	25.0
2019	152,647	152,647	-	703,783	21.7
2018	127,016	127,016	-	600,671	21.1
2017	92,864	92,864	-	584,435	15.9
2016	83,875	83,875	-	598,074	14.0
2015	95,049	95,049	-	526,388	18.1

The amounts presented for each fiscal year were actuarial determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

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**REPORTS ON LEGAL AND
OTHER REGULATORY REQUIREMENTS**

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PAULY, ROGERS, AND CO., P.C.
12700 SW 72nd Ave. Tigard, OR 97223
(503) 620-2632
www.paulyrogersandcocpas.com

November 18, 2024

Independent Auditors' Report Required by Oregon State Regulations

We have audited the basic financial statements of the Mastery Learning Institute – Arthur Academy – Reynolds as of and for the year ended June 30, 2024, and have issued our report thereon dated November 18, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of basic financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposits of public funds with financial institutions (ORS Chapter 295)**
- **Insurance and fidelity bonds in force or required by law.**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Programs funded from outside sources.**

In connection with our testing nothing came to our attention that caused us to believe the Mastery Learning Institute – Arthur Academy – Reynolds was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the system of internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the system of internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the system of internal control over financial reporting.

This report is intended solely for the information and use of the Board of Directors, management and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

Hans Graichen

HANS K. GRAICHEN, CPA
PAULY, ROGERS AND CO., P.C.

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2024



12700 SW 72nd Ave.
Tigard, OR 97223

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

FINANCIAL REPORT

For the Year Ended June 30, 2024

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

2023-2024

BOARD OF DIRECTORS

Jerome Fladoos, Board Chair

Tina Long

Catherine Nicewood

Preston Salami

Ana Weakland

Pete Kurzenhauser

Angie Lindland

All board members receive mail at the address below:

ADMINISTRATION

John Nelsen, Executive Director (Registered Agent)
740 SE 182nd Ave
Portland, OR 97233

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

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KNOVA LEARNING

MULTNOMAH COUNTY, OREGON

INDEPENDENT AUDITORS' REPORT

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December 31, 2024

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
KNOVA Learning
DBA Rockwood Preparatory Academy Charter School
Multnomah County, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying basic financial statements of the governmental activities, and the major fund of KNOVA Learning (the School) for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the School as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the basic financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for twelve months beyond the basic financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the basic financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the basic financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the basic financial statements.
- Obtain an understanding of the School's system of internal in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's system of internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain system of internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the other information, as listed in the table of contents, and the listing of board members located before the table of contents, but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated December 31, 2024 on our consideration of compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of the report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.



ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

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KNOVA LEARNING

MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION

MANAGEMENT'S DISCUSSION & ANALYSIS

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Knova Learning Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS For the year ended June 30, 2024

As management of KNOVA Learning, we offer the following narrative overview and analysis of the School's financial statements for the fiscal year ended June 30, 2024. Because the information contained in this discussion is select in nature, it should be considered in conjunction with the financial statements included in this audit report.

These financial statements are presented in conformance with Governmental Accounting Standards Board (GASB) Statement No. 34. GASB 34 requires the School's financial statements to be presented on the same basis as those of our sponsoring district, Reynolds School District.

The School's financial statements consist of the following:

- Government-wide financial statements.
- Fund financial statements.
- Notes to the basic financial statements.
- General fund financial statements, including budget to actual comparison.

The government-wide financial statements are designed to provide an overview of the School's financial operations, in a manner similar to a private-sector business. The Statement of Net Position presents information regarding all assets and liabilities, with the difference between the two reported as net position. Changes in net position may serve as a useful indicator of whether or not the overall financial position of the School is improving or deteriorating. The Statement of Activities presents information showing how the School's net position increased or decreased during the year under audit. All activities in the government-wide financial statements are presented on the full accrual basis of accounting, in which they are reported as soon as the event occurs, regardless of the timing of associated cash flows.

The fund financial statements are presented focusing on near-term inflows and outflows of available resources, as well as balances of available resources available at the end of the year. The Schedule of Revenues, Expenditures and Changes in Fund Balance also includes the School's budget, which is approved by the Board of Directors each year. This information is useful in assessing the School's near-term financial situation, and in the analysis of its annual budget.

The following is a comparison of current to prior year Statement of Net Position:

	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Assets			
Current and other assets	\$ 2,095,508	\$ 1,999,582	5%
Long Term Obligation Loan	42,900	58,051	-26%
Right to Use Asset, net amort	59,775	88,021	-32%
Capital Assets	4,732,853	4,824,390	-2%
Total Assets	<u>6,931,036</u>	<u>6,970,044</u>	-1%
Deferred Inflows of Resources			
Net pension related deferrals	<u>1,263,542</u>	<u>988,122</u>	28%
Total assets and pension related Deferrals	<u>8,194,578</u>	<u>7,958,166</u>	3%
Liabilities			
Current and other liabilities	184,068	396,838	-54%
Lease Liability	43,437	87,675	-50%
Net pension liability	2,069,102	1,749,542	18%
Accrued Interest Expense	29,792	26,813	11%
Noncurrent liabilities (net)	<u>3,575,000</u>	<u>3,575,000</u>	0%
Total liabilities	<u>5,901,399</u>	<u>5,835,868</u>	1%
Deferred Inflows of Resources			
Net pension related deferrals	<u>312,618</u>	<u>697,293</u>	-55%
Total liabilities and pension related Deferrals	<u>6,214,017</u>	<u>6,533,161</u>	-5%
Net Position			
Net investment in capital assets	1,157,043	1,249,736	-7%
Unrestricted	<u>823,518</u>	<u>175,269</u>	370%
Total net position	<u>\$ 1,980,561</u>	<u>\$ 1,425,005</u>	39%

The following is a comparison of current to prior year statement of Statement of Activities:

	<u>2024</u>	<u>2023</u>
Revenues		
Charges for services	\$3,841	\$533
Operating Grants	1,456,127	1,053,384
General Revenues	4,453,105	6,593,440
Total Revenues	5,913,073	7,647,357
Expenses		
Instruction	2,409,940	2,247,674
Support Services	2,634,787	3,922,594
Other Expense	312,790	-
Facilities Acquisition Expense	-	300,929
Total Expenses	5,357,517	6,432,797
Change in Net Position	555,556	1,176,160
Beginning Net Position (before rest)	1,463,405	248,845
Prior Period Adjustment	38,400	-
Beginning Net Position (as restated)	1,425,005	-
Ending Net Position	1,980,561	1,425,005

An analysis of the government-wide financial statements shows the following:

- Fiscal year 2023-2024 was year thirteen of operations for the KNOVA Learning Center. Total assets, which consist of cash, accounts receivable, prepaid expenses, and capital and leased assets, were \$6,931,036. Total liabilities were \$5,901,399. All activities of the School are governmental activities.
- Our revenues during 2023-2024 were primarily from State School Funds, which were \$4,174,618. Other grant revenue totaled \$1,456,127. We also had a flood in our building that resulted in a large insurance reimbursement in the amount of \$263,827 for the work to restore the building. Total revenues from all sources for the year were \$5,913,073.
- Our expenses totaled \$5,357,517 for the 2023-2024 year.

An analysis of the governmental fund financial statements shows the following:

- The Schedule of Revenues, Expenses and Changes in Fund Balance—Actual and Budget presents greater detail regarding the School’s revenues and expenses for the year. The following are significant budgetary variations we feel should be discussed further:
 1. Total revenues for the fiscal year were greater than budgeted. We had a large true up of State School fund to the tune of \$644,000 as well as grants coming in over budget based on enrollment and state adjustments. Our enrollment appears to have stabilized. The addition of the completed apartments directly behind the school have brought additional students.
 2. Actual instruction expenses include costs for classroom supplies, textbooks and equipment that are budgeted as support services and actual support services are more than what was budgeted. This is due to many factors, including working on deferred maintenance and additional staff to support our existing student population.
 3. The School is committed to budgeting conservatively. Our approach is to build our budget so as to operate the School on the revenue from the state school funds and SIA alone.

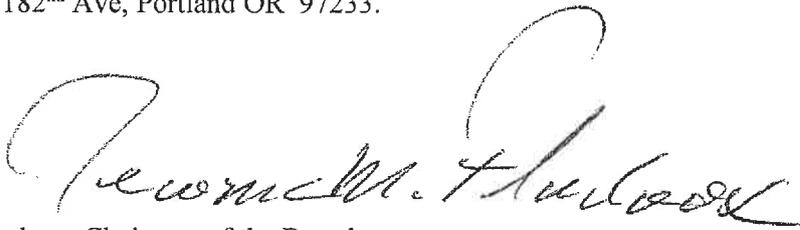
Our average enrollment for 2023-2024 was 351. Our ELL population averaged about 108 students.

KNOVA leadership stayed steady in 2023-2024. This was a year with minimal to no turnover of staff, strengthening our organization. KNOVA's Board of Directors is hopeful this will be a stable building opportunity to continue to attract new students. The board continues to improve in structure and aligning the right people in the correct position to assist the school in its' future success.

Please refer to the notes to the financial statements for a discussion of other issues related to the 2023-2024 year. Within that section are explanations of KNOVA Learning's organization and operation, a summary of significant accounting policies, and other important information.

As of this time in 2024-2025, we have refinanced our building into a bond structure and will be improving our facilities with those funds. Our current enrollment is 386.

This financial report is designed to provide a general overview of the School's finances for all those with an interest in the School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to John Nelsen Chief Operating Officer, KNOVA Learning, 740 SE 182nd Ave, Portland OR 97233.

A handwritten signature in black ink, appearing to read "Jerry Fladoos". The signature is written in a cursive style with a large, looping initial "J".

Jerry Fladoos, Chairman of the Board
KNOVA Learning

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

BASIC FINANCIAL STATEMENTS

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

STATEMENT OF NET POSITION
June 30, 2024

ASSETS:

Cash and cash equivalents	\$ 1,677,628
Accounts receivable	385,000
Prepaid expenses	32,880
Long term obligations loan origination fees	42,900
Right-to-use asset, net of amortization	59,775
Capital assets, net of depreciation	<u>4,732,853</u>
Total Assets	6,931,036

DEFERRED OUTFLOWS OF RESOURCES:

Pension related deferrals - PERS	1,263,542
Total Assets and Deferred Outflows of Resources	<u>8,194,578</u>

LIABILITIES:

Accounts payable	71,485
Payroll liabilities	95,435
Current Lease liability	17,148
Long-Term Lease Liability	43,437
Net pension liability - PERS	2,069,102
Accrued interest expense	29,792
Long term obligations	<u>3,575,000</u>
Total Liabilities	5,901,399

DEFERRED INFLOWS OF RESOURCES:

Pension related deferrals - PERS	<u>312,618</u>
Total Liabilities and Pension Related Deferrals	<u>6,214,017</u>

NET POSITION:

Net Investment in Capital Assets	1,157,043
Unrestricted	<u>823,518</u>
Total Net Position	<u>\$ 1,980,561</u>

See accompanying notes to the basic financial statements

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2024

FUNCTIONS	EXPENDITURES	PROGRAM REVENUES		NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	
Instruction	\$ 2,409,940	\$ 3,841	\$ 697,717	\$ (1,708,382)
Support services	2,634,787	-	758,410	(1,876,377)
Other Expense	312,790	-	-	(312,790)
Total Governmental Activities	<u>\$ 5,357,517</u>	<u>\$ 3,841</u>	<u>\$ 1,456,127</u>	<u>(3,897,549)</u>

General Revenues

State School Fund - General Support	4,174,618
Insurance Proceeds	263,827
Interest on investments	<u>14,660</u>
Total General Revenues	<u>4,453,105</u>
Change in Net Position	555,556
Net Position - Beginning	<u>1,425,005</u>
Net Position - Ending	<u>\$ 1,980,561</u>

See accompanying notes to the basic financial statements

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

BALANCE SHEET - GOVERNMENTAL FUND
June 30, 2024

	<u>GENERAL FUND</u>
ASSETS:	
Cash and cash equivalents	\$ 1,677,628
Accounts receivable	385,000
Prepaid expenses	<u>32,880</u>
Total Assets	<u><u>\$ 2,095,508</u></u>
 LIABILITIES AND FUND BALANCE:	
Liabilities:	
Accounts payable	\$ 71,485
Payroll liabilities	<u>95,435</u>
Total Liabilities	<u>166,920</u>
Fund Balances:	
Nonspendable	32,880
Unassigned	<u>1,895,708</u>
Total Fund Balances	<u>1,928,588</u>
Total Liabilities and Fund Balance	<u><u>\$ 2,095,508</u></u>

See accompanying notes to the basic financial statements

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

Reconciliation of the Governmental Fund
Balance Sheet to the Statement of Net Position
June 30, 2024

Total Fund Balances - Governmental Fund	\$	1,928,588
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The net PERS pension asset (liability) is the difference between the total pension liability and the assets set aside to pay benefits earned to past and current employees and beneficiaries.		(2,069,102)
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Deferred inflows and outflows of resources related to the pension plan include differences between expected and actual experience, changes of assumptions, differences between projected and actual earnings, and contributions subsequent to the measurement date.

Deferred Outflows - PERS		1,263,542
Deferred Inflows - PERS		(312,618)

The cost of capital assets (buildings and improvements, and furniture) that are leased, purchased, or constructed are reported as an expenditure in the governmental fund. The Statement of Net Position includes those capital assets among the assets of the School as a whole.

Capital Assets, Net of Depreciation		4,732,853
Right-to-Use Assets, Net of Amortization		59,775

Proceeds from long term debt issues and lease financings are reported as an other financing source in the governmental fund but as a liability on the Statement of Net Position. Accrued interest on long term debt and lease liabilities is not reported in the governmental fund but is recorded as a liability on the Statement of Net Position. Loan origination fees are fully expensed in the governmental fund but are amortized over the term of the loan in the Statement of Activities.

Long term obligations loan origination fees		42,900
Long term obligations		(3,575,000)
Lease liabilities		(60,585)
Accrued interest		(29,792)

Net Position	\$	1,980,561
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See accompanying notes to the basic financial statements

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
For the Year Ended June 30, 2024

REVENUES:

Local sources	\$ 289,241
State sources	4,949,914
Federal Sources	<u>673,918</u>
Total Revenues	<u>5,913,073</u>

EXPENDITURES:

Instruction	2,490,218
Support services	2,733,928
Facilities Acquisition and Construction	41,333
Other Uses	<u>321,750</u>
Total Expenditures	<u>5,587,229</u>

Net Change in Fund Balance	325,844
Beginning Fund Balance	<u>1,602,744</u>
Ending Fund Balance	<u>\$ 1,928,588</u>

See accompanying notes to the basic financial statements

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

Reconciliation of the Governmental Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
to the Statement of Activities
For the Year Ended June 30, 2024

Total Net Changes in Fund Balances - Governmental Funds	\$	325,844
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The PERS pension expense represents the changes in net pension asset (liability) from year to year due to changes in total pension liability and the fair value of pension plan net position available to pay pension benefits.

		343,583
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The RHIA OPEB income represents the changes in net OPEB asset (liability) from year to year due to changes in total OPEB liability and the fair value of the OPEB plan's net position available to pay OPEB benefits.

		(3,048)
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Capital outlays are reported in the governmental fund as expenditures. However, in the Statement of Activities, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation expense. Leased assets are amortized over their lease term as amortization expense.

Capital asset additions		41,333
Depreciation expense		(132,870)
Amortization expense		(28,246)

In Governmental Funds long-term debt proceeds and lease financings are reported as other financing sources and payments toward these liabilities are expenditures. In the Statement of Net Position, however, debt and lease financing increases liabilities not revenue while payments reduce liabilities rather than increase expenditures.

Loan origination fee amortization		(15,151)
Accrued interest		(2,979)
Lease payments		27,090

Change in Net Position of Governmental Activities	\$	<u>555,556</u>
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See accompanying notes to the basic financial statements

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO THE BASIC FINANCIAL STATEMENTS

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) in the United States of America as applied to government units as required by Oregon law. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant accounting policies are described below.

A. THE FINANCIAL REPORTING ENTITY

KNOVA Learning (the School) is a non-profit corporation organized under provisions of Oregon Revised Statutes Chapter 338 for the purpose of operating a charter school doing business as Rockwood Preparatory Academy Charter School. It is governed by a board. Generally accepted accounting principles require that these basic financial statements present the School and all component units, if any. Component units, as established by the Governmental Accounting Standards Board (GASB) Statement 61, are separate entities that are included in the School's reporting because of the significance of their operational or financial relationships with the School. All significant activities and entities with which the School exercises oversight responsibility have been considered for inclusion in the basic financial statements. There are no component units.

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The Statement of Net Position and Statement of Activities display information about the School as a whole. The Statement of Net Position and the Statement of Activities were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 "Accounting and Financial Reporting for Non-exchange Transactions."

All direct expenses are reported by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function.

FUND FINANCIAL STATEMENTS

The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

GOVERNMENTAL FUND TYPES

Governmental funds are used to account for general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period which is 60 days. Grant revenue is not considered available and, therefore, is not recognized until received. Expenditures are recorded when the liability is incurred.

Revenues susceptible to accrual are state and local shared revenue.

The following major governmental fund is reported:

GENERAL FUND

This fund accounts for all financial resources and expenditures, except those required to be accounted for in another fund (there are no other funds). The principal revenue sources are payments of state school support from Reynolds School District, fees, fundraising and donations.

GRANTS

Unreimbursed expenditures due from grantor agencies, if any, are reflected in the government-wide financial statements as receivables and revenues. Grant revenues are recorded at the time eligible expenditures are incurred. Cash received from grantor agencies in excess of related grant expenditures is recorded as liability in the balance sheet and statement of net position.

FUND BALANCES

GASB Statement No. 54, Fund Balance Reporting and Governmental Fund-type Definitions, is followed. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the fund balance classifications are nonspendable, restricted, committed, assigned, and unassigned.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION (CONTINUED)

FUND BALANCE (CONTINUED)

- Nonspendable represents amounts that are not in a spendable form.
- Restricted represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body or by an official to whom that authority has been given by the governing body.
- Unassigned is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

There were no restricted, committed or assigned fund balances at year end.

The governing body has not established a policy on the order in which unrestricted resources are to be used when these amounts are available for expenditure. As a result of this, the default approach is used which assumes restricted resources are spent first when both restricted and unrestricted (committed, assigned, or unassigned) resources are available for expenditures. When unrestricted resources are spent, the order of spending is committed (if applicable), assigned (if applicable) and unassigned.

NET POSITION

Net position is comprised of the various net earnings from operations, non-operating revenues, expenses and contributions of capital. Net position is classified in the following categories:

Restricted – consists of external constraints placed on assets by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. There is no restricted net position at June 30, 2024.

Net investment in capital assets – consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Unrestricted – consists of all other assets that are not included in the other categories previously mentioned.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. BUDGET

A budget is prepared for the General Fund on the modified accrual basis of accounting in the main program categories as listed below. Modified accrual basis differs from accrual in that no depreciation expense is recognized, capital assets are expensed when purchased, inventory is expensed when purchased, debt proceeds are recorded as revenue rather than a liability, pension and OPEB costs are not recorded until paid, and debt principal is an expenditure when paid. The budget is prepared on a basis consistent with generally accepted accounting principles in the United States of America, except as stated above.

Expenditures are made at the following levels for each fund:

LEVEL OF CONTROL

Instruction
Support Services
Facilities Acquisition & Construction
Debt Service

A comparison of actual to budgeted amounts can be found on page 33.

D. CAPITAL ASSETS

Capital assets, which include buildings and improvements, and furniture, are reported in the government-wide financial statements. Capital assets are defined as assets with an initial, individual cost of more than \$5,000 and a life in excess of one year. Capital assets are recorded at historical cost or estimated historical cost. Donated capital assets are recorded at their estimated fair market value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized. Depreciation is recorded on capital assets using the straight line method over the useful life of the asset, or in the case of tenant improvements, over the useful life or the remaining term of the lease, whichever is shorter.

Furniture and fixtures	3 to 7 years
Building improvements	5 years
Site improvements	30 years

E. SUPPLY INVENTORY

Detailed supply inventory records are not maintained. Inventories are not considered to be material by management at year end.

F. CASH AND CASH EQUIVALENTS

The Cash and Cash Equivalents are considered to be cash on hand, demand deposits, and short term investments with original maturities of three months or less from the date of acquisition.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

G. RETIREMENT PLANS

Substantially all of the School's employees are participants in the State of Oregon Public Employees Retirement System (PERS). For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about fiduciary net position of PERS and additions to/deductions from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

H. ESTIMATES

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

I. PREPAID EXPENSES

Prepaid expenses are reported for purchases of services paid for during the year but not used until next year.

J. LOAN ORIGINATION FEES

Loan origination fees, necessary to secure loan proceeds, are expensed in the budgetary statements, but are amortized over the term of the corresponding loan in the government-wide financial statements.

K. DEFERRED OUTFLOWS / INFLOWS OF RESOURCES

In addition to assets, the basic financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense / expenditure) until then. At June 30, 2024, there were deferred outflows representing PERS pension related deferrals reported in the Statement of Net Position.

In addition to liabilities, the basic financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. At June 30, 2024, there were deferred inflows representing PERS pension related deferrals reported in the Statement of Net Position.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

L. FAIR VALUE INPUTS AND METHODOLOGIES AND HIERARCHY

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset. The classification of securities within the fair value hierarchy is based upon the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

Level 1 – unadjusted price quotations in active markets/exchanges for identical assets or liabilities that each Fund has the ability to access

Level 2 – other observable inputs (including, but not limited to, quoted prices for similar assets or liabilities in markets that are active, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the assets or liabilities (such as interest rates, yield curves, volatilities, loss severities, credit risks and default rates) or other market–corroborated inputs)

Level 3 – unobservable inputs based on the best information available in the circumstances, to the extent observable inputs are not available (including each Fund’s own assumptions used in determining the fair value of investments)

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). Accordingly, the degree of judgment exercised in determining fair value is greatest for instruments categorized in Level 3. The inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, for disclosure purposes, the fair value hierarchy classification is determined based on the lowest level input that is significant to the fair value measurement in its entirety.

M. STATE SCHOOL FUND

Pursuant to ORS 338.155, students of a public charter school are considered to be residents of the school district in which the public charter school is located. The School reports the number of fulltime equivalent students and related data to the Oregon Department of Education. A representative from the Oregon Department of Education reports the number of full-time equivalent students and related data to Reynolds School District. Reynolds School District verifies the information received by the State of Oregon. Within ten days of receipt from the State of Oregon, Reynolds School District is required to send payment to the School on a percentage of the funds they receive for those students. The percentage is established by the charter agreement between the Oregon Department of Education and the School.

N. UNEARNED REVENUE

Unearned revenue represents money received by the School for services that have yet to be performed. There was no deferred revenue at June 30, 2024.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

L. RIGHT-TO-USE ASSETS

Lease assets are assets which the School leases for a term of more than one year. The value of leases is determined by the net present value of the leases at the School's incremental borrowing rate at the time of the lease agreement, amortized over the term of the agreement.

M. LEASE LIABILITY

In the government-wide financial statements, leases payable are reported as liabilities in the Statement of Net Position. In the governmental fund financial statements, the present value of lease payments is reported as other financing sources.

2. CASH AND INVESTMENTS

DEPOSITS

Deposits with financial institutions include bank demand deposits. Oregon Revised Statutes require deposits to be adequately covered by federal depository insurance or deposited at an approved depository as identified by the Treasury. The total bank balance per the bank statements as of June 30, 2024 was \$1,678,551, of which, \$314,060 was covered by federal depository insurance, and the remainder was collateralized by the Oregon Public Funds Collateralization Program (PFCP).

Cash and Cash Equivalents at June 30, 2024 consisted of:

Cash on Hand	\$ 278
Checking Accounts	445,485
Savings Accounts	<u>1,231,865</u>
	<u>\$ 1,677,628</u>

CREDIT RISK – DEPOSITS

In the case of deposits, this is the risk that in the event of a bank failure, deposits may not be returned. There is no deposit policy for custodial credit risk. As of June 30, 2024, none of the bank balance was exposed to custodial credit risk.

INTEREST RATE RISK - INVESTMENTS

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. There were no investments.

CREDIT RISK - INVESTMENTS

Oregon Revised Statutes do not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

2. CASH AND INVESTMENTS (CONTINUED)

CONCENTRATION OF CREDIT RISK

At June 30, 2024 there were no investments.

3. CAPITAL ASSETS

Changes in capital assets for the year ended June 30, 2024 are as follows:

	Balance <u>July 1, 2023</u>	<u>Adjustments</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>June 30, 2024</u>
Capital Assets Not Being Depreciated					
Land	\$ 2,701,000	\$ -	\$ -	\$ -	\$ 2,701,000
Total Capital Assets Not Being Depreciated	<u>2,701,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,701,000</u>
Capital Assets Being Depreciated					
Buildings & Improvements	1,952,962		19,989	-	1,972,951
Equipment, Furniture, & Fixtures	368,681	-	21,344	-	390,025
Totals	<u>2,321,643</u>	<u>-</u>	<u>41,333</u>	<u>-</u>	<u>2,362,976</u>
Accumulated Depreciation					
Buildings & Improvements	48,637	4,448	55,083	-	108,168
Equipment, Furniture, & Fixtures	149,616	-	73,339	-	222,955
Totals	<u>198,253</u>	<u>4,448</u>	<u>128,422</u>	<u>-</u>	<u>331,123</u>
Net Capital Assets	<u>\$ 4,824,390</u>				<u>\$ 4,732,853</u>

Depreciation expense was allocated to the following function:

Instruction	<u>\$ 128,422</u>
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4. ACCOUNTS RECEIVABLE

Accounts receivable of \$385,000 consists of \$17,508 in insurance receivable, \$144,412 in state grant receivables and \$98,027 in state school fund general support receivables and a reconciling adjustment of \$125,053 has been made to the bank reconciliation to resolve a discrepancy with the trial balance, due to an unrecorded deposit of SIA payments.

5. PREPAID EXPENSES

Prepaid expenses are items which have been paid for but have a benefit extending into the next fiscal year. The prepaid expense balance of \$32,880 primarily consists of a \$17,000 balance related to down payment to T&M Design Solutions for 24-25 room remodel. The remaining balance is comprised of payments for other services dues that will be expensed during the 2024-2025 fiscal year.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

6. LOAN ORIGINATION FEES

On June 16, 2022 the School incurred \$71,500 in loan origination fees to secure a loan from Portland Charter Partners for the sole purpose of purchasing the facility at 740 SE 182nd Avenue, Portland, OR 97233 where the School operates. The loan origination fees are being amortized over the term of the loan. See Note 7. Long-Term Obligations (Note Payable) for additional information about the loan.

Loan origination fees are being amortized as follows:

<u>Year</u>	<u>Loan Origination Fees</u>
2024-25	\$ 14,300
2025-26	14,300
2026-27	<u>14,300</u>
Subtotal	<u>\$ 42,900</u>

7. LONG-TERM OBLIGATIONS (NOTE PAYABLE)

On June 16, 2022 the School and Portland Charter Partners entered into an agreement by which the School would purchase the facility at 740 SE 182nd Avenue, Portland, OR 97233 where it operates. In doing so the School secured a term loan from Portland Charter Partners in the amount of \$3,575,000 with a five-year term to maturity, monthly interest only payments commencing September 1, 2022, and a balloon principal payment at maturity on June 16, 2027. Any payment not made on its due date is subject to a 5% late payment penalty and if not paid by the fifth day of the month the School will be in default; once in default, the lender may increase the default interest rate by an additional 9% or the maximum amount permitted by law or may declare any and all portion of the obligation immediately due and payable. The School can prepay without penalty or premium but no prepayment will postpone or reduce the scheduled monthly payments unless the lender agrees in advance. The School has granted a first lien Trust Deed on the property to guarantee loan payment.

<u>Loan</u>	<u>Original Amount</u>	<u>Outstanding July 1, 2023</u>	<u>Adjustments</u>	<u>Redeemed</u>	<u>Outstanding June 30, 2024</u>	<u>Due Within One Year</u>
06/16/2022, Portland Charter Partners - - Promissory Note	\$ 3,575,000	\$ 3,575,000	\$ -	\$ -	\$ 3,575,000	\$ -
06/16/2022, Portland Charter Partners - - Loan Origination Fee	(71,500)	<u>(58,051)</u>	<u>851</u>	<u>(14,300)</u>	<u>(42,900)</u>	<u>(14,300)</u>
		<u>\$ 3,516,949</u>	<u>\$ 851</u>	<u>\$ (14,300)</u>	<u>\$ 3,532,100</u>	<u>\$ (14,300)</u>

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

7. LONG-TERM OBLIGATIONS (NOTE PAYABLE) CONTINUED

Future payments are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2025	\$ -	\$ 360,479
2026	-	393,250
2027	<u>3,575,000</u>	<u>376,865</u>
Subtotal	<u>\$3,575,000</u>	<u>\$1,130,594</u>

See Note 6. Loan Origination Fees for a description of the fees incurred to secure the loan with Portland Charter Partners and the related amortization.

8. RIGHT-TO-USE ASSETS AND LEASE LIABILITIES

On 7/01/2020, the School entered into a 40 month lease as Lessee for the use of Konica Minolta Copier. On July 1, 2021 an initial lease liability was recorded in the amount of \$50,189. As of 06/30/2024, the value of the lease liability is \$0. The School is required to make monthly fixed payments of \$1,806. The lease has an interest rate of 0.6241%. The value of the right to use asset as of 06/30/2024 of \$50,189 with accumulated amortization of \$0 is included with Equipment on the Lease Class activities table found below.

On 4/14/2021, the School entered into a 37 month lease as Lessee for the use of Konica Minolta C458. On July 1, 2021 an initial lease liability was recorded in the amount of \$8,500. As of 06/30/2024, the value of the lease liability is \$0. The School is required to make quarterly fixed payments of \$717. The lease has an interest rate of 0.7505%. The value of the right to use asset as of 06/30/2024 of \$8,500 with accumulated amortization of \$0 is included with Equipment on the Lease Class activities table found below.

On 11/10/2023, the School entered into a 60 month lease as Lessee for the use of Kyocera copiers. On January 1, 2023 an initial lease liability was recorded in the amount of \$87,475. As of 06/30/2024, the value of the lease liability is \$60,585. The School is required to make monthly fixed payments of \$1,462. The lease has an interest rate of 0.7505%. The value of the right to use asset as of 06/30/2024 of \$87,475 with accumulated amortization of \$27,700 is included with Equipment on the Lease Class activities table found below.

Right-to-Use Assets

Amount of Lease Assets by Major Classes of Underlying Asset (Right-to-Use Asset)

<u>Asset Class</u>	<u>Lease Asset Value</u>	<u>Accumulated Depreciation</u>	<u>Net Value</u>
Copiers	\$ 87,475	\$ 27,700	\$ 59,775
Total	<u>\$ 87,475</u>	<u>\$ 27,700</u>	<u>\$ 59,775</u>

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MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

8. RIGHT-TO-USE ASSETS AND LEASE LIABILITIES (CONTINUED)

Asset Class	Changes in Right-to-Use Asset			Balance at June 30, 2024
	Balance at July 1, 2023	Additions	Reductions	
Copiers	\$ 146,164	\$ -	\$ (58,689)	\$ 87,475
Accumulated Amortization				
Copier	58,143	28,246	(58,689)	27,700
Total Lease Assets, Net	<u>\$ 88,021</u>			<u>\$ 59,775</u>

Lease Liabilities

Asset Class	Changes in Lease Liability				Due within a year
	Balance at July 1, 2023	Additions	Reductions	Balance at June 30, 2024	
Copiers	\$ 87,675	\$ -	\$ (27,090)	\$ 60,585	\$ 17,148
Total	<u>\$ 87,675</u>	<u>\$ -</u>	<u>\$ (27,090)</u>	<u>\$ 60,585</u>	<u>\$ 17,148</u>

Total future scheduled payments below comprise all lease liabilities, including the one with a commencement date subsequent to the reporting date.

Principal and Interest Requirements to Maturity

Fiscal Year Ending June 30,	Equipment	
	Principal Payments	Interest Payments
2025	\$ 17,148	\$ 396
2026	17,277	267
2027	17,407	137
2028	8,753	19
Total	<u>\$ 60,585</u>	<u>\$ 819</u>

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN

Plan Description – The Oregon Public Employees Retirement System (PERS) consists of a single cost-sharing multiple-employer defined benefit plan. All benefits of the system are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Oregon PERS produces an independently audited Annual Comprehensive Financial Report which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

If the link is expired please contact Oregon PERS for this information.

- a. **PERS Pension (Chapter 238).** The ORS Chapter 238 Defined Benefit Plan is closed to new members hired on or after August 29, 2003.
 - i. **Pension Benefits.** The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, and 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefits results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier 1 general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier 2 members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.
 - ii. **Death Benefits.** Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following contributions are met:
 - member was employed by PERS employer at the time of death,
 - member died within 120 days after termination of PERS covered employment,
 - member died as a result of injury sustained while employed in a PERS-covered job, or
 - member was on an official leave of absence from a PERS-covered job at the time of death.
 - iii. **Disability Benefits.** A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.
 - iv. **Benefit Changes After Retirement.** Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations due to changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

- b. **OPSRP Pension Program (OPSRP DB).** The ORS Chapter 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003.
- i. **Pension Benefits.** This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:
- Police and fire:* 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.
- General service:* 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.
- A member of the pension program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.
- ii. **Death Benefits.** Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member. The surviving spouse may elect to delay payment of the death benefit, but payment must commence no later than December 31 of the calendar year in which the member would have reached 70½ years.
- iii. **Disability Benefits.** A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Contributions – PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the PERS Defined Benefit Plan and the Other Postemployment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2021 actuarial valuation, which became effective July 1, 2023. The state of Oregon and certain schools, community colleges, and political subdivision have made unfunded actuarial liability payments and their rates have been reduced. Employer contributions for the year ended June 30, 2024 were \$662,582, excluding amounts to fund employer specific liabilities.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Asset or Liability - At June 30, 2024, the School reported a net pension liability of \$2,069,102 for its proportionate share of the net pension liability. The pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated December 31, 2021. The School's proportion of the net pension liability was based on a projection of the School's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. As of the measurement date of June 30, 2023 and 2022, the School's proportion was .11 percent and .11 percent, respectively. Pension income/(income) for the year ended June 30, 2024 was (\$343,583).

The rates in effect for the year ended June 30, 2024 were:

- (1) Tier 1/Tier 2 – 27.87%
- (2) OPSRP general services – 25.03%

	Deferred Outflow of Resources	Deferred Inflow of Resources
Difference between expected and actual experience	\$ 101,185	\$ 8,204
Changes in assumptions	183,807	1,370
Net difference between projected and actual earnings on pension plan investments	37,190	184,741
Net changes in proportionate share	141,617	118,303
Differences between contributions and proportionate share of contributions	137,161	-
Subtotal - Amortized Deferrals (below)	600,960	312,618
Contributions subsequent to measuring date	662,582	-
Deferred outflow (inflow) of resources	\$ 1,263,542	\$ 312,618

The amount of contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the fiscal year ended June 30, 2025.

Subtotal amounts related to pension as deferred outflows of resources, \$600,960, and deferred inflows of resources, (\$312,618), net to \$(288,342) and will be recognized in pension expense as follows:

Year ending June 30,	Amount
2025	28,762
2026	(68,727)
2027	222,803
2028	94,574
2029	10,930
Thereafter	-
Total	\$ 288,342

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NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS system-wide GASB 68 reporting summary dated February 2, 2024. Oregon PERS produces an independently audited ACFR which can be found at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2023-ACFR.pdf>

Actuarial Valuations – The employer contribution rates effective July 1, 2021 through June 30, 2025, were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (estimated amount necessary to finance benefits earned by employees during the current service year), (2) an amount for the amortization unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 20 years.

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation date	December 31, 2021
Measurement Date	June 30, 2023
Experience Study Report	2020, Published July 20, 2021
Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll
Asset valuation method	Fair value
Inflation rate	2.40 percent
Investment rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increase	3.40 percent
Cost of Living Adjustment	Blend of 2% COLA and graded COLA (1.25%/0.15%) in accordance with <i>Moro</i> decision; blend based on service
Mortality	<p><u>Healthy retirees and beneficiaries:</u> Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Active members:</u> Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study which is reviewed for the four-year period ending December 31, 2020.

Assumed Asset Allocation:

Asset Class/Strategy	Low Range	High Range	OIC Target
Debt Securities	20.0%	30.0%	25.0%
Public Equity	22.5%	32.5%	27.5%
Real Estate	9.0%	16.5%	12.5%
Private Equity	17.5%	27.5%	20.0%
Real Assets	2.5%	10.0%	7.5%
Diversifying Strategies	2.5%	10.0%	7.5%
Opportunity Portfolio	0.0%	5.0%	0.0%
Total			100.0%

(Source: June 30, 2023 PERS ACFR; p. 125)

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in January 2023, the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

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NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

Discount Rate – The discount rate used to measure the total pension liability as of the measurement dates of June 30, 2023 and 2022 was 6.90 percent for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from the plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the School’s proportionate share of the net pension liability to changes in the discount rate – the following presents the School’s proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the School’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate.

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
School's proportionate share of the net pension liability	\$ 3,417,767	\$ 2,069,102	\$ 940,412

KNOVA LEARNING
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NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Changes Subsequent to the Measurement Date

As described above, GASB 67 and GASB 68 require the Total Pension Liability to be determined based on the benefit terms in effect at the Measurement Date. Any changes to benefit terms that occurs after that date are reflected in amounts reported for the subsequent Measurement Date. However, Paragraph 80f of GASB 68 requires employers to briefly describe any changes between the Measurement Date and the employer's reporting date that are expected to have a significant effect on the employer's share of the collective Net Pension Liability, along with an estimate of the resulting change, if available.

There are no changes subsequent to the June 30, 2023 Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

OPSRP Individual Account Program (OPSRP IAP)

Plan Description:

Employees of the School are provided with pensions through OPERS. All the benefits of OPERS are established by the Oregon legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003. Chapter 238A created the Oregon Public Service Retirement Plan (OPSRP), which consists of the Defined Benefit Pension Program and the Individual Account Program (IAP). Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member's IAP account. OPSRP is part of OPERS, and is administered by the OPERS Board.

Pension Benefits:

Participants in OPERS defined benefit pension plans also participate in their defined contribution plan. An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies. Upon retirement, a member of the OPSRP IAP may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits:

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions:

Employees of the School pay six (6) percent of their covered payroll. Effective July 1, 2020, currently employed Tier 1/Tier 2 and OPSRP members earning \$2,500 or more per month (increased to \$3,333 per month in 2022) will have a portion of their 6 percent monthly IAP contributions redirected to an Employee Pension Stability Account. The Employee Pension Stability Account will be used to pay part of the member's future benefit. Of the 6 percent monthly IAP contribution, Tier 1/Tier 2 will have 2.5 percent redirected to the Employee Pension Stability Account and OPSRP will have 0.75 percent redirected to the Employee Pension Stability Account, with the remaining going to the member's existing IAP account.

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NOTES TO BASIC FINANCIAL STATEMENTS

9. DEFINED BENEFIT PENSION PLAN (CONTINUED)

Members may voluntarily choose to make additional after-tax contributions into their IAP account to make a full 6 percent contribution to the IAP. The School did not make any optional contributions to member IAP accounts for the year ended June 30, 2024.

Additional disclosures related to Oregon PERS not applicable to specific employers are available online, or by contacting PERS at the following address: PO Box 23700 Tigard, OR 97281-3700.

<http://www.oregon.gov/pers/EMP/Pages/GASB.aspx>

10. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA)

Plan Description:

As a member of Oregon Public Employees Retirement System (OPERS) the School contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statute (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants after January 1, 2004. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700.

Funding Policy:

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 dollars or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the Retirement Health Insurance Account established by the employer, and any monthly cost in excess of \$60 dollars shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in OPERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in OPERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in an OPERS-sponsored health plan. A surviving spouse or dependent of a deceased OPERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from OPERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating employers are contractually required to contribute to RHIA at a rate assessed each year by OPERS, and the School currently contributes .05% of annual covered OPERF payroll and .00% of OPSRP payroll under a contractual requirement in effect until June 30, 2024. Consistent with GASB Statement 75, the OPERS Board of Trustees sets the employer contribution rates as a measure of the proportionate relationship of the employer to all employers consistent with the manner in which contributions to the OPEB plan are determined. The basis for the employer's portion is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the plan with the total actual contributions made in the fiscal year of all employers. The School's contributions to RHIA are included with PERS and equaled the required contributions for the year.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

10. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA) (CONTINUED)

At June 30, 2024, the School reported a net OPEB asset of \$0 for its proportionate share of the net OPEB asset. The OPEB liability was measured as of June 30, 2023, and the total OPEB liability used to calculate the net OPEB asset was determined by an actuarial valuation as of December 31, 2021. Consistent with GASB Statement No. 75, paragraph 59(a), the School’s proportion of the net OPEB asset is determined by comparing the employer’s actual, legally required contributions made during the fiscal year to the Plan with the total actual contributions made in the fiscal year of all employers. As of the measurement dates of June 30, 2023 and 2022, the School’s proportion was .0000 percent and .0000 percent, respectively. OPEB income / expense for the year ended June 30, 2024 was \$3,048.

Components of OPEB Expense/(Income):

Employer's proportionate share of collective system OPEB Expense/(Income)	\$	-
Net amortization of employer-specific deferred amounts from:		
- Changes in proportionate share (per paragraph 64 of GASB 75)		3,048
- Differences between employer contributions and employer's proportionate share of system contributions (per paragraph 65 of GASB 75)		-
Employer's Total OPEB Expense/(Income)	\$	3,048

Components of Deferred Outflows/Inflows of Resources:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Difference between expected and actual experience	\$ -	\$ -
Changes in assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	-	-
Net changes in proportionate share	-	-
Differences between School contributions and proportionate share of contributions	-	-
Subtotal - Amortized Deferrals (below)	-	-
School contributions subsequent to measuring date	-	-
Deferred outflow (inflow) of resources	\$ -	\$ -

The amount of contributions subsequent to the measurement date will be included as a reduction of the net OPEB asset in the fiscal year ended June 30, 2025.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

10. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA) (CONTINUED)

Subtotal amounts related to OPEB as deferred outflows of resources, \$0, and deferred inflows of resources, (\$0), net to \$0 and will be recognized in OPEB expense as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2025	\$ -
2026	-
2027	-
2028	-
2029	-
Thereafter	-
Total	<u>\$ -</u>

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS Retirement Health Insurance Account Cost-Sharing Multiple-Employer Other Postemployment Benefit (OPEB) Plan Schedules of Employer Allocations and OPEB Amounts by Employer report, as of and for the Year Ended June 30, 2022. That independently audited report was dated February 2, 2024 and can be found at:

<https://www.oregon.gov/pers/emp/Documents/GASB/2023/Oregon%20Public%20Employees%20Retirement%20System%20-%20GASB%2075%20RHIA%20-%20YE%206.30.2023%20-%20SECURED.pdf>

Actuarial Methods and Assumptions:

Valuation Date	December 31, 2021
Measurement Date	June 30, 2023
Experience Study Report	2020, Published July 20, 2021
Actuarial cost method	Entry Age Normal
Inflation rate	2.40 percent
Investment rate of return	6.90 percent
Discount rate	6.90 percent
Projected salary increase	3.40 percent
Retiree healthcare participation	Healthy retirees: 27.5%; Disabled retirees: 15%
Mortality	<p><u>Healthy retirees and beneficiaries:</u> Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Active members:</u> Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><u>Disabled retirees:</u> Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

10. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA) (CONTINUED)

Actuarial valuations of an ongoing plan involve estimates of value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The method and assumptions shown are based on the 2020 Experience Study which is reviewed for the four-year period ending December 31, 2020.

Discount Rate:

The discount rate used to measure the total OPEB liability as of the measurement date of June 30, 2023 and June 30, 2022 was 6.90 percent. The projection of cash flows used to determine the discount rate assumed that contributions from contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the RHIA plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB plan investments for the RHIA plan was applied to all periods of projected benefit payments to determine the total OPEB liability.

Long-Term Expected Rate of Return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in June 2023 the PERS Board reviewed long-term assumptions developed by both Milliman’s capital market assumptions team and the Oregon Investment Council’s (OIC) investment advisors. The table below shows Milliman’s assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Compound Annual (Geometric) Return
Global Equity	27.50%	7.07%
Private Equity	25.50%	8.83%
Core Fixed Income	25.00%	4.50%
Real Estate	12.25%	5.83%
Master Limited Partnerships	0.75%	6.02%
Infrastructure	1.50%	6.51%
Hedge Fund of Funds - Multistrategy	1.25%	6.27%
Hedge Fund Equity - Hedge	0.63%	6.48%
Hedge Fund - Macro	5.62%	4.83%
<i>Assumed Inflation - Mean</i>		2.35%

(Source: June 30, 2023 PERS ACFR; p. 92)

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

10. OTHER POST-EMPLOYMENT BENEFIT PLAN – (RHIA) (CONTINUED)

Sensitivity of the School’s proportionate share of the net OPEB asset to changes in the discount rate – The following presents the School’s proportionate share of the net OPEB asset calculated using the discount rate of 6.90 percent, as well as what the School’s proportionate share of the net OPEB asset would be if it were calculated using a discount rate that is one percent lower (5.90 percent) or one percent higher (7.90 percent) than the current rate.

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
School's proportionate share of the net OPEB asset	\$ -	\$ -	\$ -

Changes Subsequent to the Measurement Date

There are no changes subsequent to the June 30, 2023 Measurement Date that meet this requirement and thus would require a brief description under the GASB standard.

11. LINE OF CREDIT

There is no line of credit in FY2024.

12. COMMITMENTS & CONTINGENCIES

A substantial portion of operating funding is received from the State of Oregon through the Reynolds School District. State funding is determined through state wide revenue projections that are paid to individual school districts based on pupil counts and other factors in the state school fund revenue formula. Since these projections and pupil counts fluctuate they can cause increases or decreases in revenue. Due to these future uncertainties at the state level, the future effect on operations cannot be determined.

The School operates under authority of the Reynolds School District who grants a charter to the School and exercises some oversight as required by Oregon law. The effect of non-renewal of the charter has not been determined.

The COVID-19 outbreak in the United States has caused substantial disruption to business and local governments due to mandated and voluntary suspension of operations and stay at home orders. There is considerable uncertainty around the duration of the outbreak and the long-term impact to the overall economy. The ultimate impact on the School’s finances is not determinable.

13. RISK MANAGEMENT

There is exposure to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Commercial insurance is purchased to minimize its exposure to these risks. Settled claims have not exceeded this commercial coverage for the last three fiscal years.

KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS

14. TAX STATUS

The School is established pursuant to Section 501(c)(3) of the Internal Revenue Code, and, accordingly, the change in net position is exempt from income taxes. A favorable determination letter has been obtained from the Internal Revenue Service and management believes that the School continues to qualify and to operate in accordance with applicable provisions of the Internal Revenue Code.

U.S. Generally Accepted Accounting Principles requires management to evaluate tax positions taken by the School and recognize a tax liability (or asset) if the School has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The School is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. The School's management believes it is no longer subject to income tax examinations for years prior to 2020.

KNOVA LEARNING

MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION

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KNOVA LEARNING OREGON
MULTNOMAH COUNTY, OREGON

REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

PERS

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Year Ended June 30,	(a) Employer's proportion of the net pension liability (NPL)	(b) Employer's proportionate share of the net pension liability (NPL)	(c) Employer's covered payroll	(b/c) NPL as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2024	0.01104659 %	\$ 2,069,102	\$ 1,753,423	118.0 %	81.7 %
2023	0.01142595	1,749,542	1,176,425	148.7	84.5
2022	0.01020204	1,220,825	1,082,443	112.8	87.6
2021	0.01195495	2,608,981	1,196,624	218.0	75.8
2020	0.01163892	2,013,254	1,096,828	183.6	80.2
2019	0.01264728	1,915,896	1,093,910	175.1	82.1
2018	0.01262643	1,702,048	1,136,247	149.8	83.1
2017	0.01349135	2,025,365	1,324,370	152.9	80.5
2016	0.01966195	1,128,883	645,106	175.0	91.9
2015	0.01765475	(400,183)	542,444	(73.8)	103.6

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years.

SCHEDULE OF CONTRIBUTIONS

Year Ended June 30,	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ 662,582	\$ 662,582	\$ -	\$ 2,135,272	31.0 %
2023	394,689	394,689	-	1,753,423	22.5
2022	349,661	349,661	-	1,176,425	29.7
2021	340,396	340,396	-	1,082,443	31.4
2020	325,386	325,386	-	1,196,624	27.2
2019	262,438	262,438	-	1,096,828	23.9
2018	265,794	265,794	-	1,093,910	24.3
2017	229,061	229,061	-	1,136,247	20.2
2016	197,668	197,668	-	1,324,370	14.9
2015	146,682	146,682	-	645,106	22.7

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years.

KNOVA LEARNING
MULTNOMAH COUNTY

REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

OPEB-RHIA

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET OPEB ASSET/(LIABILITY) FOR RHIA

Year Ended June 30,	(a) Employer's proportion of the net OPEB asset (NOA)	(b) Employer's proportionate share of the net OPEB asset (NOA)	(c) Employer's covered payroll	(b/c) NOA as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total OPEB asset
2024	0.00000000 %	\$ -	\$ 1,753,423	-	201.6 %
2023	0.00000000	-	1,176,425	-	194.6
2022	0.00000000	-	1,082,443	-	183.9
2021	0.00603701	12,301	1,196,624	0.010	150.1
2020	0.00869916	16,810	1,096,828	0.015	144.4
2019	0.00870790	9,720	1,093,910	0.009	124.0
2018	0.00864448	3,608	1,136,247	0.003	108.9
2017	0.00996130	(2,705)	1,324,370	(0.002)	94.2

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

Amounts for covered payroll "c" use the prior year's data to match the measurement date used by the OPEB plan for each year.

SCHEDULE OF CONTRIBUTIONS

Year Ended June 30,	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a percent of covered payroll
2024	\$ N/A	\$ N/A	\$ N/A	\$ 2,135,272	N/A %
2023	N/A	N/A	N/A	1,753,423	N/A
2022	N/A	N/A	N/A	1,176,425	N/A
2021	N/A	N/A	N/A	1,082,443	N/A
2020	N/A	N/A	N/A	1,196,624	N/A
2019	N/A	N/A	N/A	1,096,828	N/A
2018	N/A	N/A	N/A	1,093,910	N/A
2017	N/A	N/A	N/A	1,136,247	N/A

The amounts presented for each fiscal year were actuarially determined at 12/31 and rolled forward to the measurement date of 6/30 for each year presented.

These schedules are presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

All statutorily required contributions were made and are included within PERS contributions (see p. 31).

KNOVA LEARNING

MULTNOMAH COUNTY, OREGON

OTHER INFORMATION

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KNOVA LEARNING
MULTNOMAH COUNTY, OREGON

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND
- ACTUAL AND BUDGET -
For the Year Ended June 30, 2024

	GENERAL FUND			VARIANCE TO FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	
REVENUES:				
State Sources				
State School Fund	\$ 4,149,360	\$ 4,149,360	\$ 4,174,618	\$ 25,258
State Grants	-	-	775,296	775,296
Federal Sources				
Federal Grants	473,967	473,967	673,918	199,951
Local Sources				
Miscellaneous	-	-	25,414	25,414
Insurance Proceeds	-	-	263,827	263,827
Total Revenues	<u>4,623,327</u>	<u>4,623,327</u>	<u>5,913,073</u>	<u>1,289,746</u>
EXPENDITURES:				
Instruction	2,599,553	2,599,553	2,490,218	109,335
Support Services	1,687,735	1,687,735	2,733,928	(1,046,193)
Facilities Acquisition and Construction	-	-	41,333	(41,333)
Other Uses				
Debt Service	310,344	310,344	321,750	(11,406)
Total Expenditures	<u>4,597,632</u>	<u>4,597,632</u>	<u>5,587,229</u>	<u>(989,597)</u>
Excess of Revenues Over, (Under) Expenditures	<u>25,695</u>	<u>25,695</u>	<u>325,844</u>	<u>300,149</u>
Net Change in Fund Balance	25,695	25,695	325,844	300,149
Beginning Fund Balance	<u>1,602,744</u>	<u>1,602,744</u>	<u>1,602,744</u>	<u>-</u>
Ending Fund Balance	<u>\$ 1,628,439</u>	<u>\$ 1,628,439</u>	<u>\$ 1,928,588</u>	<u>\$ 300,149</u>

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KNOVA LEARNING

MULTNOMAH COUNTY, OREGON

INDEPENDENT AUDITORS' REPORT REQUIRED
BY OREGON STATE REGULATIONS

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www.paulyrogersandcocpas.com

December 31, 2024

Independent Auditors' Report Required by Oregon State Regulations

We have audited the basic financial statements of the KNOVA Learning as of and for the year ended June 30, 2024, and have issued our report thereon dated December 31, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of basic financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295)**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**

In connection with our testing nothing came to our attention that caused us to believe KNOVA Learning was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the system of internal controls over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the system of internal controls over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the system of internal controls over financial reporting.

This report is intended solely for the information and use of the Board of Directors management and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

Roy R Rogers

ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

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As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Dr. Frank Caropelo, Superintendent

Subject: Mid-Year Data Presentation

Type: Action Item Report / Presentation

Policy: IL: Assessment Program

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

Academic achievement data will be presented with comparisons between Fall 2024 and Winter 2025 for K-5 literacy (Acadience), K-5 math (i-Ready), 6-8 literacy (STAR-Reading), and 6-8 math (STAR-Math). In addition, a mid-year metric for 9th grade on track will be presented, to determine the percentage of students who have earned three or more credits after the first semester. Finally, the class of 2024, 4-year cohort graduation rate, and 5-year completer rate will be presented for both Reynolds High School and Reynolds Learning Academy.

The Board goal for 3rd grade reading is 38% proficiency for all students by June 2025 (50% by June 2028). The Board goal for 5th grade math is 27% proficiency for all students by June 2025 (50% by June 2028). At the 8th grade level for math, the Board goal is 37% proficiency for all students by June 2025 (50% by June 2028).

For 9th grade on track (number of students who have earned six or more credits at the end of their 9th grade year), the Board goal is 72% by June 2025 (85% by June 2028). The Board goal for 4-year cohort graduation rate was 67% by June 2024 and is 72% by June 2025 (85% by June 2028).

Previous Board Action:

No Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

Winter Achievement Data & Class of 2024 Graduation Rates

Rachel Aazzerah
February 26, 2025

Grades K-5: **Acadience Reading**

Acadience

All Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	21%	33%	+ 12%
1st Grade	25%	37%	+ 12%
2nd Grade	40%	38%	- 2%
3rd Grade	40%	37%	- 3%
4th Grade	36%	35%	- 1%
5th Grade	27%	34%	+ 7%

Acadience

English Learners	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	10%	23%	+ 13%
1st Grade	14%	25%	+ 11%
2nd Grade	30%	29%	- 1%
3rd Grade	25%	24%	- 1%
4th Grade	31%	28%	- 3%
5th Grade	21%	28%	+ 7%

Acadience

Students with Disabilities	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	19%	24%	+ 5%
1st Grade	16%	30%	+ 14%
2nd Grade	22%	21%	- 1%
3rd Grade	17%	14%	- 3%
4th Grade	21%	21%	-
5th Grade	18%	15%	- 3%

Acadience

Black / African American Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	24%	36%	+ 12%
1st Grade	18%	26%	+ 8%
2nd Grade	35%	32%	- 3%
3rd Grade	38%	31%	- 7%
4th Grade	42%	41%	- 1%
5th Grade	14%	23%	+ 9%

Acadience

Latino / a Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	12%	24%	+ 12%
1st Grade	18%	26%	+ 8%
2nd Grade	29%	27%	- 2%
3rd Grade	31%	28%	- 3%
4th Grade	27%	27%	-
5th Grade	22%	29%	+ 7%

Acadience

Female Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	21%	34%	+ 13%
1st Grade	25%	34%	+ 9%
2nd Grade	41%	39%	- 2%
3rd Grade	38%	37%	- 1%
4th Grade	35%	34%	- 1%
5th Grade	27%	36%	+ 9%

Acadience

Male Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	21%	31%	+ 10%
1st Grade	25%	40%	+ 15%
2nd Grade	40%	37%	- 3%
3rd Grade	41%	37%	- 4%
4th Grade	37%	35%	- 2%
5th Grade	28%	33%	+ 5%

Acadience

Non-Binary Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	100%*	+ 100%*
1st Grade	-	-	-
2nd Grade	100%*	50%*	- 50%*
3rd Grade	-	-	-
4th Grade	50%*	50%*	-
5th Grade	-	-	-

Grades K-5: **i-Ready Math**

All Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	23%	-
1st Grade	2%	16%	+ 14%
2nd Grade	1%	8%	+ 7%
3rd Grade	4%	11%	+ 7%
4th Grade	7%	13%	+ 6%
5th Grade	7%	18%	+ 11%

English Learners	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	15%	
1st Grade	0%	9%	+ 9%
2nd Grade	1%	5%	+ 4%
3rd Grade	2%	7%	+ 5%
4th Grade	5%	7%	+ 2%
5th Grade	5%	6%	+ 1%

Students with Disabilities	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	17%	
1st Grade	3%	15%	+ 12%
2nd Grade	2%	6%	+ 4%
3rd Grade	1%	3%	+ 2%
4th Grade	7%	7%	-
5th Grade	3%	10%	+ 7%

Black / African American Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	14%	
1st Grade	1%	10%	+ 9%
2nd Grade	0%	7%	+ 7%
3rd Grade	1%	6%	+ 5%
4th Grade	7%	10%	+ 3%
5th Grade	3%	10%	+ 7%

i-Ready

Latino / a Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	14%	
1st Grade	1%	10%	+ 9%
2nd Grade	1%	6%	+ 5%
3rd Grade	2%	6%	+ 4%
4th Grade	6%	10%	+ 4%
5th Grade	4%	15%	+ 11%

Female Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	25%	
1st Grade	2%	12%	+ 10%
2nd Grade	2%	7%	+ 5%
3rd Grade	4%	9%	+ 5%
4th Grade	4%	9%	+ 5%
5th Grade	5%	16%	+ 11%

Male Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	20%	
1st Grade	3%	20%	+ 17%
2nd Grade	3%	10%	+ 7%
3rd Grade	4%	13%	+ 9%
4th Grade	10%	17%	+ 7%
5th Grade	8%	20%	+ 12%

i-Ready

Non-Binary Students	Fall 24-25	Winter 24-25	Change Fall to Winter
Kindergarten	-	100%*	-
1st Grade	-	-	-
2nd Grade	0%*	0%*	-
3rd Grade	-	-	-
4th Grade	0%*	0%*	-
5th Grade	-	-	-

Grades 6-8: **STAR Math**

STAR Math

All Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	30%	35%	+ 5%
7th Grade	29%	37%	+ 8%
8th Grade	29%	37%	+ 8%

STAR Math

English Learners	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	18%	20%	+ 2%
7th Grade	10%	15%	+ 5%
8th Grade	9%	12%	+ 3%

STAR Math

Students with Disabilities	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	14%	15%	+ 1%
7th Grade	10%	12%	+ 2%
8th Grade	10%	12%	+ 2%

STAR Math

Black / African American Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	19%	25%	+ 6%
7th Grade	18%	20%	+ 2%
8th Grade	14%	22%	+ 8%

STAR Math

Latino / a Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	22%	32%	+ 10%
7th Grade	28%	34%	+ 6%
8th Grade	35%	33%	- 2%

STAR Math

Female Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	26%	36%	+ 10%
7th Grade	29%	36%	+ 7%
8th Grade	26%	35%	+ 9%

STAR Math

Male Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	33%	34%	+ 1%
7th Grade	30%	38%	+ 8%
8th Grade	32%	39%	+ 7%

STAR Math

Non-Binary Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	-	-	-
7th Grade	-	100%*	+100*
8th Grade	0%*	0%*	-

Grades 6-8: **STAR Reading**

STAR Reading



All Students	Fall 23-24	Fall 24-25	Change Fall to Fall at Grade Level
6th Grade	33%	39%	+ 6%
7th Grade	37%	39%	+ 2%
8th Grade	39%	45%	+ 6%

STAR Reading



English Learners	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	4%	11%	+ 7%
7th Grade	3%	9%	+ 6%
8th Grade	8%	11%	+ 3%

STAR Reading

Students with Disabilities	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	17%	24%	+ 7%
7th Grade	20%	18%	+ 2%
8th Grade	20%	20%	-

STAR Reading



Black / African American Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	22%	24%	+ 2%
7th Grade	29%	29%	-
8th Grade	30%	31%	+ 1%

STAR Reading



Latino / a Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	30%	35%	+ 5%
7th Grade	28%	34%	+ 6%
8th Grade	30%	40%	+ 10%

STAR Reading



Female Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	38%	44%	+ 6%
7th Grade	41%	43%	+ 2%
8th Grade	37%	46%	+ 9%

STAR Reading



Male Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	28%	34%	+ 6%
7th Grade	32%	35%	+ 3%
8th Grade	40%	44%	+ 4%

STAR Reading



Non-Binary Students	Fall 24-25	Winter 24-25	Change Fall to Winter
6th Grade	-	-	-
7th Grade	100%*	100%*	-
8th Grade	33%*	33%*	-

Mid Year:
**9th Grade on
Track**

9th Grade on Track

- This key indicator is the percentage of students who are on-track to graduate by the end of their first year of high school
- Students are considered on-track if they, by the end of their first year of high school, have earned at least 6 credits
- Mid-Year Percentage of Reynolds High School Students who have earned at last 3 credits after Semester 1:

74%

(+ 4% from 2023-2024)

Class of 2024:
**4-Year Graduation
Cohort Rates**

4-Year Cohort Graduation



All Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	69.0%	71.9%	+ 2.9%
Reynolds Learning Academy	36.8%	33.8%	- 3%
Reynolds School District	63.2%	67.2%	+ 4%
Statewide Average	81.3%	81.%	+ 0.5%

4-Year Cohort Graduation



English Learners: Anytime in High School <i>Exited Prior to High School</i>	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	58.8% 82.2%	61.8% 87.3%	+ 3% +5.1%
Reynolds Learning Academy	* 51.6%	* *	* *
Reynolds School District	52.8% 76.5%	57.9% 83.9%	+ 5.1% +7.4%
Statewide Average	68.1% 87.6%	68.0% 87.8%	- 0.1% + 0.2%

4-Year Cohort Graduation



Students with Disabilities	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	56.0%	60.6%	+ 4.6%
Reynolds Learning Academy	42.9%	*	*
Reynolds School District	53.0%	56.3%	+ 3.3%
Statewide Average	68.6%	68.8%	+ 0.2%

4-Year Cohort Graduation



Black / African American Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	66.7%	65.9%	- 0.8%
Reynolds Learning Academy	*	*	*
Reynolds School District	59.4%	65.2%	+ 5.8%
Statewide Average	73.1%	74.8%	+ 1.7%

4-Year Cohort Graduation



Latino / a Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	66.8%	70.1%	+ 3.3%
Reynolds Learning Academy	43.3%	31.0%	- 12.3%
Reynolds School District	62.0%	65.2%	+ 3.2%
Statewide Average	78.6%	78.8%	+ 0.2%

4-Year Cohort Graduation

Female Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	73.0%	76.6%	+ 3.6%
Reynolds Learning Academy	42.4%	36.6%	- 5.8%
Reynolds School District	67.1%	70.5%	+ 3.4%
Statewide Average	83.6%	84.0%	+ 0.4%

4-Year Cohort Graduation



Male Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	65.8%	68.7%	+ 2.9%
Reynolds Learning Academy	30.9%	31.4%	+ 0.5%
Reynolds School District	60.2%	65.1%	+ 4.9%
Statewide Average	79.4%	79.9%	+ 0.5%

4-Year Cohort Graduation



Non-Binary Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	*	*	*
Reynolds Learning Academy	*	*	*
Reynolds School District	*	*	*
Statewide Average	71.8%	71.2%	- 0.6%

Class of 2024:
**5-Year Completer
Rates**

5-Year Completer Rate



All Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	77.7%	78.4%	+ 0.7%
Reynolds Learning Academy	39.1%	67.3%	+ 28.2%
Reynolds School District	69.2%	76.5%	+ 7.3%
Statewide Average	83.8%	86.7%	+ 2.9%

5-Year Completer Rate

English Learners Anytime in High School <i>Exited Prior to High School</i>	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	77% 87.0%	70.5% 89.7%	+ 6.5% + 2.7%
Reynolds Learning Academy	40% 55.6%	56.0% 72.2%	+ 16% + 16.3%
Reynolds School District	70.4% 82.1%	67.9% 86.5%	- 2.5% + 4.4%
Statewide Average	72.0% 88.7%	74.6% 91.1%	+ 2.6% + 2.4%

5-Year Completer Rate



Students with Disabilities	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	65.6%	69.8%	+ 4.2%
Reynolds Learning Academy	50.0%	77.3%	+ 27.3%
Reynolds School District	57.3%	70.9%	+ 13.6%
Statewide Average	71.5%	75.8%	+ 4.3%

5-Year Completer Rate



Black / African American Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	75.0%	76.7%	+ 1.7%
Reynolds Learning Academy	*	63.2%	*
Reynolds School District	65.5%	73.0%	+ 7.5%
Statewide Average	79.8%	79.9%	+ 0.1%

5-Year Completer Rate



Latino / a Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	79.7%	77.3%	- 2.4%
Reynolds Learning Academy	44.3%	69.4%	+ 25.1%
Reynolds School District	71.3%	75.5%	+ 4.2%
Statewide Average	82.0%	83.9%	+ 1.9%

5-Year Completer Rate



Female Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	81.9%	82.8%	+ 0.9%
Reynolds Learning Academy	49.3%	74.0%	+ 24.7%
Reynolds School District	74.1%	81.4%	+ 7.3%
Statewide Average	81.5%	85.2%	+ 3.7%

5-Year Completer Rate



Male Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	74.2%	74.8%	+ 0.6%
Reynolds Learning Academy	29.4%	60.4%	+ 31.0%
Reynolds School District	65.1%	72.4%	+ 7.3%
Statewide Average	81.5%	86.7%	+ 5.2%

5-Year Completer Rate



Non-Binary Students	Class of 2023	Class of 2024	Change 2023 to 2024
Reynolds High School	*	*	*
Reynolds Learning Academy	*	*	*
Reynolds School District	*	*	*
Statewide Average	76.0%	82.8%	+ 6.8%



Questions?



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Superintendent's Report

Type: Action Item Report / Presentation

Policy: BD/BDA: Board Meetings; BDDF: Conduct of Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |

Summary / Background:

Superintendent Caropelo will provide announcements and reports to the Board:

- a. Superintendent Report – Frank Caropelo
- b. Financial Report – Holly Langan
- c. Enrollment Report – Holly Langan and Shaunice Silas

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.

General Fund | 2024–2025 Financial Summary by Object and Function

For the Period Ending January 31, 2025

				1	2	3	4 (=2 + 3)	5 (=4 - 1)	
RESOURCES	2021–2022	2022–2023	2023–2024	FY25	FY25	% of	Add: Rev / Exp	FY25	Budget to Forecast
	Actual	Actual	Actual	Adopted Budget	YTD Actuals	Budget	Projections	Forecasted Balance	Variance Fav / (Unfav)
Operating Revenues									
State School Fund	\$ 102,592,166	\$ 96,170,190	\$ 102,950,821	\$ 103,408,751	\$ 69,201,342	66.92%	\$ 35,626,627	\$ 104,827,969	\$ 1,419,218
Other State School Fund	30,646,272	32,806,224	33,875,384	34,285,734	32,264,172	94.10%	2,021,562	34,285,734	-
State School Fund Formula	133,238,438	128,976,414	136,826,205	137,694,485	101,465,514	73.69%	37,648,189	139,113,703	1,419,218
Local Sources	1,777,584	3,022,599	3,048,772	2,465,500	2,004,581	81.31%	660,919	2,665,500	200,000
Intermediate Sources	700,000	700,000	1,999,997	1,500,000	-	0.00%	3,500,000	3,500,000	2,000,000
State Sources	2,793,866	2,590,394	856,066	2,600,000	1,485,230	57.12%	2,600,000	4,085,230	1,485,230
Federal Sources	31,401	42,995	288,395	75,000	17,733	23.64%	26,598	44,331	(30,669)
Other Sources	215,987	155,626	-	-	-	-	-	-	-
All Other Sources	5,518,837	6,511,613	6,193,230	6,640,500	3,507,544	52.82%	6,787,517	10,295,062	3,654,562
Total Operating Revenues	\$ 138,757,276	\$ 135,488,027	\$ 143,019,434	\$ 144,334,985	\$ 104,973,058	72.73%	\$ 44,435,707	\$ 149,408,765	\$ 5,073,780
Beginning Fund Balance	24,654,907	37,766,147	26,681,850	18,548,922	20,618,328	111.16%		20,618,328	2,069,406
TOTAL RESOURCES	\$ 163,412,182	\$ 173,254,174	\$ 169,701,284	\$ 162,883,907	\$ 125,591,386	77.10%	\$ 44,435,707	\$ 170,027,093	\$ 7,143,186
REQUIREMENTS BY OBJECT									
Operating Expenditures									
	By Object								
Salaries	\$ 63,390,945	\$ 70,161,704	\$ 75,362,331	\$ 80,587,711	\$ 35,603,867	44.18%	\$ 44,259,203	\$ 79,863,070	\$ 724,641
Associated Payroll Costs	32,142,962	34,264,947	37,544,405	39,934,008	18,754,498	46.96%	22,572,194	41,326,692	(1,392,684)
Purchased Services	22,183,942	27,991,765	26,832,809	24,233,516	16,945,698	69.93%	19,119,943	36,065,641	(11,832,125)
Supplies and Materials	4,141,683	8,434,821	4,360,608	5,499,435	2,696,000	49.02%	1,836,624	4,532,624	966,811
Capital Outlay	461,200	1,297,508	1,161,753	230,000	238,226	103.58%	205,176	443,402	(213,402)
Other Objects	1,561,953	1,719,446	1,993,596	2,026,237	1,637,625	80.82%	22,825	1,660,450	365,786
Transfers	1,763,350	2,702,133	1,827,455	1,781,250	1,401,250	78.67%	50,000	1,451,250	330,000
Total Operating Expenditures	\$ 125,646,035	\$ 146,572,324	\$ 149,082,956	\$ 154,292,157	\$ 77,277,164	50.08%	\$ 88,065,965	\$ 165,343,129	\$ (11,050,972)
Contingencies									-
Unappropriated Ending Fund Balance				8,591,750		0.00%			8,591,750
TOTAL REQUIREMENTS	\$ 125,646,035	\$ 146,572,324	\$ 149,082,956	\$ 162,883,907	\$ 77,277,164	47.44%	\$ 88,065,965	\$ 165,343,129	\$ (2,459,222)
Ending Fund Balance	\$ 37,766,147	\$ 26,681,850	\$ 20,618,328					\$ 4,683,964	
REQUIREMENTS BY FUNCTION									
Operating Expenditures									
	By Function								
Instruction	\$ 79,378,852	\$ 75,949,684	\$ 88,580,155	\$ 91,968,733	\$ 44,485,794	48.37%	\$ 57,340,012	\$ 101,825,806	\$ (9,857,073)
Support Services	45,844,717	47,568,680	58,374,984	60,168,011	31,081,295	51.66%	30,533,805	61,615,100	(1,447,089)
Enterprise and Community Services	408,213	164,321	100,362	174,163	108,825	62.48%	142,148	250,973	(76,810)
Facilities Acquisition and Construction	-	-	-	-	-	-	-	-	-
Other Uses	3,726,765	1,963,350	2,027,455	1,981,250	1,601,250	80.82%	50,000	1,651,250	330,000
Total Operating Expenditures	\$ 129,358,547	\$ 125,646,035	\$ 149,082,956	\$ 154,292,157	\$ 77,277,164	50.08%	\$ 88,065,965	\$ 165,343,129	\$ (11,050,972)
Contingencies									-
Unappropriated Ending Fund Balance				8,591,750		0.00%			8,591,750
TOTAL REQUIREMENTS	\$ 129,358,547	\$ 125,646,035	\$ 149,082,956	\$ 162,883,907	\$ 77,277,164	47.44%	\$ 88,065,965	\$ 165,343,129	\$ (2,459,222)
Ending Fund Balance	\$ 34,053,635	\$ 47,608,139	\$ 20,618,328					\$ 4,683,964	
Ending Fund Balance % of Revenue	20.84%	27.48%	12.15%					2.75%	

Enrollment Report as of February 14, 2025

Elementary Enrollment By Grade Level and Classroom

School	Kinder	1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade		Total	Variance	
									Proj	Diff
Alder	14	14	19	16	23	19		354	Alder	
	12	14	21	18	22	20				
Dual Language	20	23	24	27	19	29				
Total	46	51	64	61	64	68			341	13
# of Classes	3	3	3	3	3	3		18		
Average Class Size	15.33	17.00	21.33	20.33	21.33	22.67				
Davis	19	22	20	16	24	24		305	Davis	
	17	23	18	18	24	25				
	18		17	20						
Total	54	45	55	54	48	49			284	21
# of Classes	3	2	3	3	2	2		15		
Average Class Size	18.00	22.50	18.33	18.00	24.00	24.50				
Fairview	19	22	15	25	24	29		303	Fairview	
	19	25	14	26	25	29				
			13							
STEP	2	3	7	2	2	2				
Total	40	50	49	53	51	60			279	24
# of Classes	2	2	3	2	2	2		13		
Average Class Size	20.00	25.00	16.33	26.50	25.50	30.00				
Glenfair	22	20	24	24	27	30		520	Glenfair	
	20	21	23	23	28	30				
	22	21	19	23	27	29				
	22	17	24	24						
Total	86	79	90	94	82	89			403	117
# of Classes	4	4	4	4	3	3		22		
Average Class Size	21.50	19.75	22.50	23.50	27.33	29.67				

Hartley	18	20	18	20	20	20			Hartley	
	22	20	18	19	21	20				
		20	17	19	18					
Total	40	60	53	58	59	40		310	301	9
# of Classes	2	3	3	3	3	2		16		
Average Class Size	20.00	20.00	17.67	19.33	19.67	20.00				
Margaret Scott	23	23	20	19	22	27			Margaret Scott	
	22	22	19	22	22	27				
	21	20	19	20	20					
Total	66	65	58	61	64	54		368	318	50
# of Classes	3	3	3	3	3	2		17		
Average Class Size	22.00	21.67	19.33	20.33	21.33	27.00				
Salish Ponds	16	23	20	23	21	22			Salish Ponds	
	16	22	21	23	21	22				
	17		22		22	21				
Total	49	45	63	46	64	65		332	314	18
# of Classes	3	2	3	2	3	3		16		
Average Class Size	16.33	22.50	21.00	23.00	21.33	21.67				
Sweetbriar	21	23	20	24	18	26			Sweetbriar	
	20	22	22	23	18	25				
Total	41	45	42	47	36	51		262	247	15
# of Classes	2	2	2	2	2	2		12		
Average Class Size	20.50	22.50	21.00	23.50	18.00	25.50				
Troutdale	17	20	19	22	21	28			Troutdale	
	17	19	20	23	21	29				
	16	18	19	23	21					

Life Skills	6	3	2	6	5	2				
Total	56	60	60	74	68	59		377	334	43
# of Classes	3	3	3	3	3.0	2.0		17		
Average Class Size	18.67	20.00	20.00	24.67	22.67	29.50				
Wilkes	20	17	20	20	23	24			Wilkes	
	21	18	20	19	22	24				
	19	17	21	19	23	26				
	17	16		20						
Life Skills	4	5	4	2	4	2				
Total	81	73	65	80	72	76		447	421	26
# of Classes	4	4	3	4	3	3		21		
Average Class Size	20.25	18.25	21.67	20.00	24.00	25.33				
Woodland	21	17	19	15	25	22			Woodland	
	19	17	20	16	27	21				
	20	17	17	20		24				
		18								
Life Skills	8	2	5	6	4	4				
Total	68	71	61	57	56	71		384	386	-2
# of Classes	3	4	3	3	2	3		18		
Average Class Size	22.67	17.75	20.33	19.00	28.00	23.67				
Elementary Total	627	644	660	685	664	682		3962	3628	334
Total # of Classes	32.00	32.00	33.00	32.00	29.00	27.00				
Total Average Class Size	19.59	20.13	20.00	21.41	22.90	25.26				

Secondary Enrollment By Grade Level

School	6th Grade Grade	7th Grade Grade	8th Grade Grade	9th Grade Grade	10th Grade	11th Grade	12th Grade	Total	Variance	
									Proj	Diff
HB Lee MS	258	244	237					739	728	11
Reynolds MS	250	210	241					701	683	18
Walt Morey MS	169	171	177					517	532	-15

RHS + Middle College				693	594	563	522	2372	2441	-69
RLA					26	70	90	186	121	65
									Proj	Diff
Secondary Total	677	625	655	693	620	633	612	4515	4505	10

Charter School Enrollment By Grade Level

School	Kinder	1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade	6th - 8th Grade	Total	Variance	
									Proj	Diff
Arthur Academy	30	29	29	26	29	25		168	172	-4
Rockwood Prep	69	72	66	68	55	51		381	374	7
MLA	47	48	47	47	48	48	270	555	554	1
HOLLA	17	19	18	21	21			96	75	21
									Proj	Diff
Charter Total	163	168	160	162	153	124	270	1200	1175	25

	Total	Variance	
		Proj	Diff
Elementary Total	3962	3628	334
Middle School Total	1957	1943	14
High School Total	2558	2562	-4
Reynolds Total	8,477	8,133	344
Charter Total	1,200	1,175	25
Total Reynolds and Charters:	9,677	9,308	369



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To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Consent Agenda

Type: Action Item Report / Presentation

Policy: BD/BDA: Board Meetings; BDDF: Conduct of Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |

Summary / Background:

- A. Approval of Personnel Order
- B. Approval of Prior Meeting Minutes
- C. IGA with Gresham-Barlow School District for Open School
- D. Policy Updates: Second Reading
- E. Resolutions 2024-2025 -017 to -020
- F. Field Trips
 - i. HB Lee Orchestra
 - ii. HB Lee AVID UofO Tour
 - iii. MYC Coast Ecology Trip
 - iv. MYC High Desert Ecology Trip
 - v. RHS Choir Trip to Seattle, Washington
 - vi. RHS Varsity Baseball Trip to Boise, Idaho
 - vii. RHS Dance and Drill Trip to Salem, Oregon
 - viii. RHS Club Trip to Lincoln City, Oregon
 - ix. RHS Theater Trip to Salem, Oregon

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve all Consent Agenda items as presented.

- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



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**Reynolds School District
Board of Education Work Session
Meeting Minutes**

February 12, 2025

6:00 PM

Building I, Edgefield Campus

Present: Patty Carrera, Ana Gonzalez Muñoz, Aaron Muñoz, Michael Reyes, Joyce Rosenau, Cayle Tern,

Absent: Francisco Ibarra.

I. 6:00p - Call to Order

- Vice Chair Joyce Rosenau called the February 12, 2025 Work Session to order at 6:00p.

A. Roll Call

B. Land Acknowledgement

- Read into the record by Director Aaron Muñoz.

C. Mission and Vision

- Read into the record by Chair Michael Reyes.

II. 6:10p - Boundary Re-Balancing Report

- Glenfair section moving to Wilkes would be between 162nd and 158th.
- Davis has the capacity to add the number of proposal students
 - Yes, Davis has small class sizes. There is capacity to add students.
 - We plan to keep the preschool.
- Board approval is not required to make boundary changes but it will be brought back to the Board to take action.
- Growth in west side of district. Space in east side of district.
- Staffing: teachers would receive notice of moves in March and April.
- Grandfather policy: transportation would be really difficult to bus all students to both schools. We will allow for intra-district transfers for anyone who requests but we will not be able to provide transportation.
- Year 2 plan is not set in stone. It's a plan if the anticipated growth in Fairview and Wood Village happens, then this plan would create space for new students.

III. 6:45p - Policy Updates: First Reading

- The policies are being changed because of changes to federal law, not because of Board direction.
- For the policy on sick time - are employees limited to using 40 hours per year?

IV. 7:05p - Board Discussion: Resolution Support Gender Expansive Students and Staff

- Move resolution forward to the February Business Meeting for adoption.

V. 7:15p - Adjourn

- Chair Michael Reyes adjourned the February 12, 2025 Work Session at 7:13p.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

**Reynolds School District
Board of Education Business Meeting
Meeting Minutes**

January 22, 2025

6:00 PM

Building I, Edgefield Campus

I. 5:30p - Executive Session

The Reynolds School Board and the Superintendent will recess into Executive Session at 5:30p, under ORS 192.660(2)(a) Personnel. Executive Session is closed to the public.

II. 6:00p - Call to Order

- Chair Michael Reyes called the January 22, 2025 meeting to order at 6:00p.

A. Roll Call

B. Consider Approval of the January 22, 2025 Agenda

I move to approve the January 22, 2025 agenda with the removal of item VII "Presentations to the Board.". This motion, made by Aaron Muñoz and seconded by Ana Gonzalez Muñoz, Passed.

Yea: 7, Nay: 0

C. Pledge of Allegiance

D. Land Acknowledgement

- Read into the record by Director Aaron Muñoz.

E. Mission and Vision

- Read into the record by Chair Michael Reyes.

III. 6:10p - Recognition

A. Student Recognition: Walt Morey Middle School

B. Resolutions

i. Resolution 2024-2025-013: Proclaiming the Celebration of Black History Month

- Read into the record by Director Ana Gonzalez Muñoz.

ii. Resolution 2024-2025-014: Proclaiming the Celebration of School Bus Driver Appreciation Day

- Read into the record by Director Joyce Rosenau.

iii. Resolution 2024-2025-015: Proclaiming the Celebration of National School Counseling Week

- Read into the record by Director Aaron Muñoz.

iv. Resolution 2024-2025-016: Proclaiming the Celebration of National Career and Technical Education (CTE) Month

- Read into the record by Director Patty Carrera.

IV. 6:25p - High School Student Report

V. 6:35p - Public to be Heard

Members of the public will address the board with comments and the board will listen only. Public Comment will be limited to 7 speakers with 3 minutes each. Forms must be turned in before the meeting start time.

VI. 6:50p - Bargaining Group Updates

VII. 7:00p - Presentation to the Board

A. Facilities Goal

VIII. 7:10p - Superintendent's Reports

A. Announcements/Reports

B. Financial Report

C. Enrollment Report

IX. 7:25p - Consent Agenda

I move that the Board approve all Consent Agenda items as presented. This motion, made by Aaron Muñoz and seconded by Ana Gonzalez Muñoz, Passed.

Yea: 7, Nay: 0

A. Approval of Personnel Order

B. Approval of Prior Meeting Minutes

C. IGA with the City of Portland for PCEF Funding

D. Grant Funds from City of Gresham for RLA MYC Program Coordinator

E. RHS Field Trip: Key Club District Convention in Seattle, Washington

F. RHS Field Trip: DECA Club Competition in Portland, Oregon

G. Resolutions 2024-2025 -13 to -16

X. 7:30p - Action Items

A. Budget Priorities for 2025-2026

- How will facility projects be prioritized with the potential funding issues?
 - Added additional maintenance employees. Walked all secondary bathrooms over winter break and fixed everything possible.
 - PCEF will be able to be used for three Portland schools.
- Basic maintenance needs to be a priority.
- Work orders - comments about the large amount of work orders, some from last year?
- How much would it cost to catch up on all deferred maintenance - \$30m to \$40m for the low end basics.

I move that the Board adopt the 2025-2026 Budget Priorities as presented. This motion, made by Aaron Muñoz and seconded by Francisco Ibarra, Passed.

Yea: 7, Nay: 0

XI. 7:40p - Board Announcements and Discussion

A. Individual Board Members - Announcements and Reports

B. Upcoming Board Meetings

XII. 7:55p - Adjourn

- Chair Michael Reyes adjourned the January 22, 2025 meeting at 7:16p.



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To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Intergovernmental Agreement (IGA) between Gresham-Barlow School District and Reynolds School District

Type: Action Item Report / Presentation

Policy: IGBAJ: Special Education – Free Appropriate Public Education

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- Marginalized Students Culturally Responsive Teaching
 Student and Staff Wellness Professional Development
-

Summary / Background:

The Gresham-Barlow School District will provide a learning specialist for eligible RSD students who are attending Open School East. The existing contract for services covered the period of July 1st, 2023 through June 30th, 2024. The proposed 24-25 contract runs from July 1st, 2024 through June 30th, 2025.

Previous Board Action:

The Board previously approved this agreement in November 2023. The previous IGA was between Gresham-Barlow School District, Centennial School District, Parkrose School District, David Douglas School District and Reynolds School District for learning specialists at Rosemary Anderson High School and Open School.

Financial Implications:

The 2024-25 Budget includes an allocation of funds for a Learning Specialist for eligible students attending Open School. Per Exhibit 2 of the contract, the full maximum cost of the Learning Specialist is \$121,690.84. Reynolds would pay a portion of that amount, based on the number of students enrolled.

Motion:

- A. Motion Made by Board Member:
 - a. I move that Board authorize the District to enter into an IGA with the Gresham-Barlow School District to provide a Learning Specialist services for eligible RSD students with disabilities attending Open School.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



INTERGOVERNMENTAL AGREEMENT (IGA)

BETWEEN

GRESHAM-BARLOW SCHOOL DISTRICT and REYNOLDS SCHOOL DISTRICT

This Intergovernmental Agreement is between Gresham-Barlow School District, hereinafter “GBSD” and the Reynolds School District, hereinafter “RSD”, and collectively “the Parties” pursuant to authority granted in ORS Chapter 190.

The Parties mutually agree as follows:

Term of Agreement. The initial Agreement term shall be July 1, 2024 through June 30, 2025.

Scope of Work. This Agreement is to provide special education services as described in Exhibit 1. The Parties shall perform the work described in Exhibit 1.

Payment for Work. There shall be no compensation to or by either party for services under this Agreement other than as described in Exhibit 2

Agreement Documents. This agreement consists of the following documents, which are listed in descending order of precedence (1) This Intergovernmental Agreement document, (2) Exhibit 1 - Scope of Work, (3) Exhibit 2 - Payment for Services; (4) Exhibit 3 - Insurance.

A conflict in the Agreement documents shall be resolved in the priority listed above with this Agreement taking precedence over all other documents. These Agreement documents are the entire agreement between the parties and shall supersede any prior representation, written or oral.

STANDARD TERMS AND CONDITIONS

1. **Relationship.** GBSD and RSD intend that the relationship between the Parties to be at all times and for all purposes under this Agreement that of independent contractors.
2. **Subcontracts and Assignments.** Neither party shall subcontract or assign any part of the Agreement without the prior written approval of the other party.
3. **Termination.** This Agreement may be terminated as follows unless otherwise specified herein:
 - a. **Mutual Agreement.** GBSD and RSD by written mutual agreement, may terminate this Agreement at any time.
 - b. **For Convenience upon 60 days written notice.** Any party may terminate the Agreement for convenience upon 60 calendar days written notice, except that if the services provided under the contract relate to a provision of special education services, the effective date of termination of services shall be 60 school days after the date the individualized education program team determines that the student's placement will be changed unless prohibited by law. Termination shall not prejudice any right or obligation of the parties already accrued under the Agreement prior to the effective date of termination.
 - c. **Breach.** Any party may terminate this Agreement in the event of a material breach by the other party. To be effective, the party seeking termination must give the other party written notice of the material breach, what actions the party seeking termination wants the other party to take/complete in order to cure the material breach, and of its intent to terminate if the material breach is not cured within 15 calendar days. The breaching party shall give the non-breaching party written notice of the actions it took/takes to cure the material breach before the 15 calendar days to cure expires. If the breaching party does not entirely cure the material breach within 15 calendar days from the date of the notice from the non-breaching party,

this Agreement shall automatically terminate, unless the parties mutually agree in writing to extend the timeline to cure.

- d. **Termination** by any party shall not constitute a waiver of any claim any party may assert against the other party under the terms of this Agreement. The parties shall not be liable for indirect or consequential damages arising or resulting from early termination of this Agreement.

- 4. **Access to Records.** Each party shall have access to the books, documents and other records of the other which are related to this Agreement for the purpose of examination, copying and audit, unless otherwise limited by law. This grant of access to records is not intended to waive or prohibit assertion of any privilege or public record exemption applicable to any such records.
- 5. **Ownership of Work.** Parties agree that all work products created by the parties as part of the performance of this Agreement, including background data, documentation, and staff work that is preliminary to final reports, shall be the exclusive property of the party creating the work product.
- 6. **Confidentiality.** Subject to state public records law, no reports, information, and/or data given to or prepared or assembled by the Parties under this Agreement shall be made accessible to any individual or organization by either party without the prior written approval of the other party.
- 7. **FERPA Re-disclosure.** The Parties recognize that the Family Educational Rights and Privacy Act (FERPA) imposes strict penalties for improper disclosure or re-disclosure of confidential student information including but not limited to denial of access to personally identifiable information from education records for at least five years (34 CFR 99.33(e)). Therefore, consistent with the requirements of FERPA, personally identifiable information obtained by the Parties in the performance of this Agreement may not be re-disclosed to third parties without written consent of the students' parent/guardian, and must be used only for the purposes identified in this Agreement.
- 8. **Unsupervised Contact with Students and Criminal Background Checks.** Unsupervised contact with students means contact that provides the person opportunity and probability for in-person communication or touch with students when not under direct supervision. As required by ORS 181A.195, the Parties will work together to ensure that employees, officers, subcontractors, and agents will have no direct, unsupervised contact with students while at any school or other location(s). When unsupervised contact with students is required under this agreement, before any work begins under this Agreement, Parties shall ensure, at its expense, that any person assigned to perform services under the contract meets all the State of Oregon's school criminal background check requirements. Parties will ensure its employees performing services under this contract will meet all of the State of Oregon's and the Parties criminal background check requirements.
- 9. **Compliance with Applicable Law.** Each party shall comply with all federal, state, and local laws and all regulations and administrative rules established pursuant to those laws applicable to public contracts and to the work done under this Agreement.
- 10. **Indemnity and Hold Harmless.** Each party shall perform all services under this Agreement as an independent contractor. Each party shall be responsible exclusively for their respective officers, employees and agents. Each party shall provide for employment related benefits and deductions that are required by law, including but not limited to federal and state income tax deductions, workers' compensation coverage and Public Employees Retirement System/Oregon Public Service Retirement Plan contributions. Each party shall be responsible, subject to the Oregon Tort Claims Act (ORS 30.260-30.300) and State of Oregon constitution, only for the acts, omissions to negligence of its own officers, employees or agents.
- 11. **Governing Law.** The provisions of this Agreement shall be construed in accordance with the laws of the State of Oregon. Any legal action involving any question arising under this Agreement must be brought in Multnomah County Circuit Court. If the claim must be brought in a federal forum, then it shall be brought and conducted in the United States District Court for the State of Oregon. THE PARTIES AGREE TO THE JURISDICTION OF THESE COURTS.

- 12. Merger Clause.** There are no covenants, promises, agreements, conditions, or understandings between the Parties, either oral or written, other than those contained in this Agreement and its Exhibit(s).
- 13. Waiver, Severability.** The Parties agree that waiver of any default or breach under this Agreement by either party does not constitute a waiver of any subsequent default or a modification of any other provisions of this Agreement. If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be constructed and enforced as if the Agreement did not contain the particular term or provision held invalid.
- 14. Amendments.** No waiver, consent, modification or change in the terms of this Agreement shall bind either party unless in writing signed by both Parties. A written waiver, consent, modification or change shall be effective only in the specific instance and for the specific purpose given.
- 15. Performance audit.** Any party may conduct a performance audit to determine whether the terms, conditions, obligations, agreements and understanding of this Agreement are met.
- 16. Notices.** All notices or demands of any kind required or desired to be given by any party must be in writing and shall be deemed delivered upon depositing the notice or demand in the United States mail, certified or registered, postage prepaid, addressed to the respective party at the address listed below.

I have read this Agreement including the attached Exhibit(s). I certify that I have the authority to sign and enter into this Agreement. I understand the Agreement and agree to be bound by its terms.

Gresham-Barlow School District
 Attn: Dennis Clague Director of Finance
 1331 NW Eastman Parkway
 Gresham, OR 97030

Reynolds School District
 Attn: Business Manager/Director
 1204 NE 201st Ave
 Fairview, OR 97024



 Signature

02/13/2025

Date

 Signature

 Date

EXHIBIT 1

SCOPE OF WORK

The purpose of this agreement is to set forth the responsibilities of the Parties in providing services to students attending Open School East.

- I. Responsibilities of the Parties:
 - a. Gresham-Barlow School District will:
 - i. Provide an onsite learning specialist to serve each party's students who are attending Open School East.
 - ii. Serve students who have an Individualized Education Plan (IEP).
 - iii. Provide communication with each party's student services team for related services required.
 - iv. Invoice Reynolds School District per Exhibit 2
 - b. Reynolds School District will:
 - i. Pay the Gresham-Barlow School District in a timely manner based on invoice per Exhibit 2
- II. Joint Responsibilities
 - a. Gresham-Barlow School District and Reynolds School District will provide mutual involvement and cooperation in the planning and coordination of services for students attending Open School East.
 - b. For students attending Open School East: each individual school district will provide any related services (outside of speech language services) as outlined in the IEP of the party's student (for example occupational therapist, school psychologist and/or autism consultant).
 - c. Each school district will provide the necessary staff to complete initial and re-evaluations. This may include speech language pathologists, special education teachers, school psychologists and occupational and physical therapists. Each party will complete all evaluations, eligibilities, IEP meetings and placement determination meetings according to federal and state law.
 - d. Each school district will be responsible to attend annual IEP meetings, inviting appropriate Open School East assigned specialists and staff, family and/or students and will follow all procedural safeguards as per federal and state law. arrange a meeting at any time if either program feels staffing and program needs have changed.

EXHIBIT 2

PAYMENT FOR SERVICES

One time per year (based on December 1 Census Count), the Gresham-Barlow School District will invoice Reynolds School District for services provided per this contract based on census counts as follows:

- Actual staffing costs incurred to provide services as outlined in Exhibit 1, Scope of Work, based on the number of students served for the other party district as determined by the December census count. The amount will be variable per district based on their specific student count.
- The full cost of the Learning Specialist for the 2024-2025 school year is \$121,690.84. This full cost includes: compensation for duties at Open School East, PERS-OPSRP, FICA, Workers Comp, Unemployment, Risk Management, Medical/Dental, and Early Retirement.
- Each district will be billed based on the percentage of students receiving special education services at the time of invoice.

EXHIBIT 3

INSURANCE REQUIREMENTS

Each Party shall at all times maintain in force at that Party's expense, each insurance noted below:

Worker's Compensation insurance in compliance with ORS 656.017, which requires subject employers to provide worker's compensation coverage in accordance with ORS Chapter 656 for all subject workers. Each Party and all subcontractors of Each Party with one or more employees must have this insurance unless exempt under ORS 656.027 (See Exhibit 4).

THIS COVERAGE IS REQUIRED.

Commercial General Liability insurance, on occurrence basis, with a limit of not less than _____ \$500,000 _____ \$1,000,000 **XXX \$2,000,000** each occurrence for Bodily Injury and Property Damage, with an annual aggregate limit of _____ \$500,000 _____ \$1,000,000 **XXX \$3,000,000**.

This insurance must include contractual liability coverage.

_____ Required _____ Not required

Commercial Automobile Liability insurance with a combined single limit, or the equivalent of not less than _____ \$500,000 _____ \$1,000,000 _____ \$2,000,000 each occurrence for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles. _____ \$500,000

_____ Required _____ Not required

Additional Requirements. Coverage must be provided by an insurance company admitted to do business in Oregon or rated A- or better by Best's Insurance Rating. Each Party shall pay all deductibles and retentions. A cross-liability clause or separation of insureds condition must be included in all commercial general liability policies required by this Contract. Each Party's coverage will be primary in the event of loss.

Certificate(s) of Insurance Required. Each Party shall furnish a current Certificate(s) of Insurance to the other Party prior to Contract execution. Each Party shall provide that there shall be no cancellation, termination, material change, or reduction of limits of the insurance coverage without 30 days' written notice from Each Party to the other Party. The Certificate(s) shall also state the deductible or retention level. For commercial general liability, the Certificate shall also provide that the other Party, its agents, officers, and employees are Additional Insured's with respect to Each Party's services to be provided under this Contract. An additional insured endorsement shall be attached to the certificate of insurance. No work shall commence until the other Party receives the certificate and additional insured endorsement. If requested, complete copies of insurance policies shall be provided to the other Party.

In Lieu of Insurance. In Lieu of the insurance policies required by this Section, Each Party may provide coverage through self-insurance or a self-insured retention plus insurance. If Each Party elects to provide such coverage, it must do so in an amount and with coverage at least equal to the requirements of this Section in a form acceptable to the District. Each Party shall provide proof of self-insurance to the District before this Contract takes effect and thereafter upon request by the District. Each Party shall provide that there shall be no cancellation, termination, material change, or reduction of limits of the coverage without 30 days' written notice from each Party to the other Party. Each Party will provide proof of insurance coverage to the other Party.



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To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Policy Updates: Second Reading

Type: Action Item Report / Presentation

Policy: BF: Policy Development

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- Marginalized Students
- Student and Staff Wellness
- Culturally Responsive Teaching
- Professional Development

Summary / Background:

The following policies were included in the December 2024 batch of OSBA updates. Some of the policies were adopted or deleted at the December Business Meeting. However, a federal court decision in Kentucky vacated the 2024 Title IX regulations so OSBA directed school districts to edit or revert back policies back to use the 2020 Title IX framework. Any policies with revisions from December have description in red. This is a second reading and adoption on the following policies:

Policy Number	Policy Name	Update Summary / Notes
Section A/B: Board Governance		
AC-AR (1)	Discrimination or Civil Rights Complaint Procedure	Required administrative regulation. OAR 581-022-2370 requires districts to have complaint procedures, including for complaints of discrimination. Federal law also requires discrimination, including sex discrimination, complaint procedures. Districts are required to designate civil rights coordinators who have a responsibility to “oversee investigations of complaints alleging discrimination.” Districts are also required to have Title IX Coordinators. Adopted in December. Recommendation to readopt with the removal of any references to AC-AR(2).
AC-AR (2)	Sex-Based Discrimination Under Title IX	DELETE due to the reverting of Title IX regulations
Section G: Personnel		
GBN/JBA	Sexual Harassment	Required policy. The requirement for this policy comes from ORS

		<p>342.700 and OAR 581-021-0038. Review Board policy AC - Nondiscrimination and Civil Rights for consideration of Title IX and sex-based discrimination.</p> <p>Adopted in December. Recommendation to revert back to the previous version, adopted in May 2024.</p>
GBN/JBA-AR (1)	Sexual Harassment Complaint Procedure	Deleted in December. Readopt in place of AC-AR(2), which is recommendation for deletion.
GBN/JBA-AR (2)	Federal Law (Title IX) Sexual Harassment Procedure	Deleted in December. Readopt in place of AC-AR(2), which is recommendation for deletion.
GBNAA/JHFF	Suspected Sexual Conduct with Students and Reporting Requirements	<p>Required.</p> <p>ORS 339.372 establishes the requirement for boards to adopt policy on suspected sexual conduct. House Bill 4160 (2024) changed the definition of student; changing a student who left school or graduated from high school “within 90 days” to “within one calendar year”, and is in effect as of July 1, 2024 and is included in the recommended revisions.</p>
GCAA	Standards for Competent and Ethical Performance of Oregon Educators	<p>Optional.</p> <p>House Bill 4160 (2024) changed the definition of student; changing a student who left school or graduated from high school “within 90 days” to “within one calendar year”, and is in effect as of July 1, 2024 and is included in the recommended revisions.</p>
GCBDD/GDBDD	Sick Time	<p>Highly Recommended.</p> <p>The recommendation comes from the requirement for schools to implement a sick time policy (ORS 653.606) and provide notice to employees of sick time policies and procedures. Changes based on ORS.</p>

Previous Board Action:

The Board reviews and approves all policies.

Financial Implications:

Not Applicable.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board adopt the policy listed above as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Code: AC-AR(1)

Revised/Reviewed: 1/04/07; 5/13/10; 9/09/15; 6/13/18; 8/23/23; 12/18/24

Discrimination or Civil Rights Complaint Procedure

Any person, including students, staff, visitors and third parties, may file a complaint.

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed in accordance with the following procedures:

Step 1: ~~Complaints of sex-based discrimination received by the district, in addition to the procedures outlined below, must follow additional requirements in AC-AR(2) - Sex-Based Discrimination Complaints.~~

Complaints may be oral or in writing and may be filed with the principal or civil rights coordinator.

Any staff member that receives an oral or written complaint shall report the complaint to the principal. If a complaint is filed with the civil rights coordinator, the civil rights coordinator will forward it to the principal. If a complaint is filed with the principal, the principal will notify the civil rights coordinator of the complaint. The civil rights coordinator will oversee the investigation conducted by the principal and ensure the investigation is resolved.

The principal shall ensure that any required notices are provided.¹

The principal shall investigate and determine action to be taken, if any, and reply in writing to the complainant within 10 school days of receipt of the complaint.

Step 2: If the complainant wishes to appeal the decision of the principal, the complainant may submit a written appeal to the superintendent or designee within five school days after receipt of the principal's response to the complaint.

The superintendent or designee shall review the principal's decision and may meet with all parties involved. The superintendent or designee will review the merits of the complaint and the principal's decision. The superintendent or designee will respond in writing to the complainant within 10 school days.

¹ See the following for notice requirements:

1. Administrative regulation ACB-AR - Bias Incident Complaint Procedures
2. Administrative regulation AC-AR(2) - Sex-Based Discrimination Under Title IX
3. Board policy GBN/JBA - Sexual Harassment

Step 3: If the complainant is not satisfied with the decision of the superintendent or designee, a written appeal may be filed with the Board within five school days of receipt of the superintendent's or designee's response to Step 2. The Board may decide to hear or deny the request for appeal at a Board meeting. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at a Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within 30 days of receipt of the appeal by the Board.

If the principal is the subject of the complaint, the individual may start at Step 2 and should file a complaint with the superintendent or designee. The superintendent will notify the civil rights coordinator.

If the superintendent is the subject of the complaint, the complaint may start at Step 3 and should be referred to the Board chair. The Board may refer the investigation to a third party. The Board chair will direct notification to the civil rights coordinator.

Complaints against the Board as a whole or against an individual Board member, may start at Step 3 and should be submitted to the Board chair and may be referred to district counsel. The Board chair will direct notification to the civil rights coordinator.

Complaints against the Board chair may start at Step 3 and be referred directly to the Board vice chair. The Board vice chair will direct notification to the civil rights coordinator.

All complaints, including those starting at Step 2 or later, will meet all legal requirements. The civil rights coordinator will oversee these requirements.

The timelines established in each step of this procedure may be extended by mutual agreement between the district and complainant.

The complainant may appeal² the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-075-0001 - 581-075-0045 (the rules are amended by OAR 581-075-0901 until April 30, 2025) if: the complainant resides in the district, is the parent/guardian of a student who attends school in the district, or is a student; AND 1) the complainant has exhausted local complaint procedures; 2) the district failed to render a written decision within 30 days of submission of the complaint at any step (unless the district and complainant have agreed in writing to a different time period for that step); or 3) the district failed to resolve the complaint within 90 days of the initial filing of the complaint.

² An appeal must meet the criteria found in OAR 581-002-0005(1)(a)075-0010 (the rules are amended by OAR 581-075-0901 until April 30, 2025).



Code: AC-AR(2)
Revised/Reviewed:

Sex-Based Discrimination Under Title IX

Definitions

“Discrimination on the basis of sex” includes discrimination on the basis of sex-stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity.

“Complainant” means:

A student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or

A person other than a student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX and who was participating or attempting to participate in the district’s education program or activity at the time of the alleged discrimination.

“Complaint” means an oral or written request to the district that objectively can be understood as a request for the district to investigate and make a determination about alleged discrimination.

“Consent” means the knowing, voluntary and clear agreement by all parties to participate in the specific act.

“Parental status” means the status of a person who, with respect to another person who is under the age of 18 or who is 18 or older but is incapable of self-care because of a physical or mental disability, is:

1. A biological parent;
2. An adoptive parent;
3. A foster parent;
4. A stepparent;
5. A legal custodian or guardian;
6. In loco parentis with response to such a person;
7. Actively seeking legal custody, guardianship, visitation, or adoption of such a person.

“Peer retaliation” means retaliation by a student against another student.

“Pregnancy or related conditions” means:

1. Pregnancy, childbirth, termination of pregnancy, or lactation;
2. Medical conditions related to pregnancy, childbirth, termination of pregnancy, or lactation; or
3. Recovery from pregnancy, childbirth, termination of pregnancy, lactation, or related medical conditions.

“Sex-based harassment” is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on bases described in 34 CFR § 106.10, that is:

1. **Quid pro quo harassment.** An employee, agent, or other person authorized by the district to provide an aid, benefit, or service under the district’s education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person’s participation in unwelcome sexual conduct;
2. **Hostile environment harassment.** Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person’s ability to participate in or benefit from the district’s education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact specific inquiry that includes consideration of the following:
 - a. The degree to which the conduct affected the complainant’s ability to access the district’s education program or activity;
 - b. The type, frequency, and duration of the conduct;
 - c. The parties’ age, roles within the district’s education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
 - d. The location of the conduct and the context in which the conduct occurred; and
 - e. Other sex-based harassment in the district’s education program or activity; or
3. Specific offenses including sexual assault, dating violence, domestic violence, and stalking.¹

“Supportive measures” means individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the complainant or respondent to:

1. Restore or preserve that party’s access to the district’s education program or activity, including measures that are designed to protect the safety of the parties or the district’s educational environment; or
2. Provide support during the district’s grievance procedures under 34 CFR § 106.45, and if applicable 34 CFR § 106.46, or during the informal resolution process under 34 CFR § 106.44(k).

Notice of Nondiscrimination

The district will provide notice of nondiscrimination to students; parents, guardians, or other authorized legal representatives of elementary school and secondary school students; employees; applicants for

¹ See 34 CFR § 106.2, *Sex-based harassment (3) Specific offenses* for definitions.

admission and employment and all unions and professional organizations holding collective bargaining or professional agreements with the district. This notice will be continuously available on the district website, be posted in multiple locations, be made available in the languages of the communities served by the district, and be disseminated annually to staff, students, and families in an accessible manner.² This includes, but is not limited to, each handbook, catalog, announcement, bulletin, and application form that the district makes available to persons entitled to the notice.

Sample notice:

The district does not discriminate on the basis of age, disability, national origin, race, color, marital status, religion, sex, sexual orientation, and gender identity.

The district prohibits sex discrimination in any education program or activity it operates, as required by Title IX and its regulations, including admission and employment.

Inquiries about Title IX may be referred to the district's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both.

The following have been designated by the district:
Title IX Coordinator, Civil Rights Coordinator, and Title II Coordinator:
Ethan Snyder
1204 NE 201st Ave; Fairview, OR 97024
esnyder@rsd7.net
503.661.7200

Section 504 Coordinator:
Holly Altiero
2408 SW Halsey St; Troutdale, OR 97060
haltiero@rsd7.net
503.661.7200

The district's nondiscrimination policy and grievance procedures can be located on the Reynolds School District website in the "About" section.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the Reynolds School District website. The "Public Complaints and Procedures" link is in the "About" section.

The following may also be used in district publications:

The district prohibits sex discrimination in any education program or activity it operates. Individuals may report concerns or questions to the Title IX Coordinator. The notice of nondiscrimination is located at reynolds.k12.or.us/district/non-discrimination-notice

² This reflects the requirements for the Title IX notice (34 CFR § 106.8(c)(1)) and Oregon law OAR 581-021-0045(4).

Training Requirements

The district will ensure the following individuals receive training related to their duties under Title IX promptly upon hiring or change of position which alters their duties under Title IX or this administrative regulation, and annually thereafter. The training must not rely on sex stereotypes.

1. All employees must be trained on:
 - a. The district's obligation to address sex discrimination in its education program or activity;
 - b. The scope of conduct that constitutes sex discrimination under Title IX and regulation, including the definition of sex-based harassment; and
 - c. All applicable notification and information requirements.
2. All investigators, decisionmakers, and other persons³ who are responsible for implementing the district's grievance procedures or have the authority to modify or terminate supportive measures must be trained on the following topics to the extent related to their responsibilities:
 - a. The district's obligations under 34 CFR § 106.44 (District's response to sex discrimination);
 - b. The district's grievance procedures;
 - c. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias; and
 - d. The meaning and application of the term 'relevant' in relation to questions and evidence, and the types of evidence that are impermissible regardless of relevance under law.
3. All facilitators⁴ of an informal resolution process must be trained on the rules and practices associated with the district's informal resolution process and on how to serve impartially, including by avoiding conflicts of interest and bias;
4. The Title IX Coordinator and any designees must be trained on their specific legal responsibilities⁵, the district's recordkeeping system related requirements, and any other training necessary to coordinate the district's compliance with Title IX.

The district will make all training materials available upon request for inspection by members of the public.

Title IX Coordinator Duties

The Title IX Coordinator is responsible for coordinating the district's compliance with its obligations under Title IX.

³ This requirement is in addition to the requirements in 1. above for all employees. This requirement may include board members.

⁴ This requirement is in addition to the requirements in 1. above for all employees.

⁵ See 34 CFR §§ 106.40(b)(3) and 106.44(f) and (g).

When notified of conduct that reasonably may constitute sex discrimination under Title IX, the Title IX Coordinator must take the following actions to promptly and effectively end any sex discrimination in its education program or activity, prevent its recurrence, and remedy its effects:

1. Treat the complainant and respondent equitably;
2. Offer and coordinate supporting measures for complainant and respondent, as appropriate;
3. Notify the complainant or, if the complainant is unknown, the individual who reported the conduct of the grievance procedures (including informal resolutions process as appropriate);
4. If a complaint is made, notify the respondent of the grievance procedures (including informal resolutions process as appropriate);
5. In response to a complaint, initiate the grievance procedures;
6. In the absence of a complaint or the withdrawal of any or all of the allegation in the complaint, and in the absence or termination of an informal resolution process, determine whether to initiate a complaint of sex discrimination⁶. If, after considering these and other relevant factors, the Title IX Coordinator determines that the conduct as alleged presents an imminent and serious threat to the health or safety of the complainant or other person, or that the conduct as alleged prevents the district from ensuring equal access on the basis of sex to its education program or activity, the Title IX Coordinator may initiate a complaint;
7. If initiating a complaint, notify the complainant prior to doing so and appropriately address reasonable concerns about the complainant's safety or the safety of others, including by providing supportive measures; and
8. Regardless of whether a complaint is initiated, take other appropriate prompt and effective steps, in addition to steps necessary to effectuate the remedies provided to an individual complainant, if any, to ensure that sex discrimination does not continue or recur within the district's education program or activity.

⁶ To make this fact-specific determination, the Title IX Coordinator must consider, at a minimum, the following factors:

1. The complainant's request not to proceed with initiation of a complaint;
2. The complainant's reasonable safety concerns regarding initiation of a complaint;
3. The risk that additional acts of sex discrimination would occur if a complaint were not initiated;
4. The severity of the alleged sex discrimination, including whether the discrimination, if established, would require the removal of a respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence;
5. The age and relationship of the parties, including whether the respondent is an employee of the district;
6. The scope of the alleged sex discrimination, including information suggesting a pattern, ongoing sex discrimination, or sex discrimination alleged to have impacted multiple individuals;
7. The availability of evidence to assist a decisionmaker in determining whether sex discrimination occurred; and
8. Whether the district could end the alleged sex discrimination and prevent its recurrence without initiating its grievance procedure.

Additional Requirements under Title IX

If the district has knowledge of conduct that reasonably may constitute sex discrimination in its education program or activity, the district must respond promptly and effectively. Each district employee⁷ must notify the Title IX Coordinator when the employee has information about conduct that reasonably may constitute sex discrimination under Title IX.⁸

The district will treat complainants and respondents equitably.⁹

The district requires that any Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. A decisionmaker may be the same person as the Title IX Coordinator or investigator.¹⁰

The district presumes that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of its grievance procedures.¹¹

The district will follow timelines in AC-AR(1) – Discrimination or Civil Rights Complaint Procedure. Timelines may be amended in accordance with that procedure.¹²

The district will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. These steps will not restrict the ability of the parties to obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures. The parties cannot engage in retaliation, including against witnesses.

If a complainant or respondent is a student with a disability, the Title IX Coordinator must consult with one or more members of the student's Individualized Education Program (IEP) team or the group of persons responsible for the student's placement decision as required by law.¹³

Records related to complaints, notifications and trainings will be kept in accordance with 34 CFR § 106.8(f).¹⁴

⁷ Does not apply to confidential employees, as defined in 34 CFR § 106.2.

⁸ This requirement does not apply to an employee who has personally been subject to conduct that reasonably may constitute sex discrimination under Title IX.

⁹ 34 CFR § 106.45(b)(1).

¹⁰ 34 CFR § 106.45(b)(2).

¹¹ 34 CFR § 106.45(b)(3).

¹² 34 CFR § 106.45(b)(4).

¹³ 34 CFR § 106.8(e).

¹⁴ Records documenting the information resolution process, the grievance procedures, any resulting outcome, records documenting the actions the district took to meet obligations under this regulation and training materials must be kept for a minimum of seven years.

The Title IX Coordinator must monitor the district’s education program or activity for barriers to reporting information about conduct that reasonably may constitute sex discrimination under Title IX and take steps reasonably calculated to address such barriers.

Complaint and Grievance Procedures¹⁵

The district has adopted complaint procedures that provide for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in its education program or activity, or by the Title IX Coordinator, alleging any action that would be prohibited by Title IX or the Title IX regulations. These procedures can be found in AC-AR(1) - Discrimination or Civil Rights Complaint Procedure.

The following persons have a right to make a complaint about sex discrimination, including complaints of sex-based harassment, requesting that the district investigate and make a determination about alleged discrimination under Title IX:

1. A “complainant,” includes:
 - a. A student or employee of the district who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or
 - b. A person other than a student or employee of the district who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX at a time when that individual was participating or attempting to participate in the district’s education program or activity;
2. A parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant; or
3. The district’s Title IX Coordinator.

A person is entitled to make a complaint of sex-based harassment under Title IX only if they themselves are alleged to have been subjected to the sex-based harassment, if they have a legal right to act on behalf of such person, or if the Title IX Coordinator initiates a complaint consistent with requirements of 34 CFR § 106.44(f)(1)(v).

With respect to complaints of sex discrimination other than sex-based harassment, in addition to the people listed above, the following persons have a right to make a complaint:

1. Any student or employee of the district; or
2. Any person other than a student or employee who was participating or attempting to participate in the district’s educational program or activity at the time of the alleged sex discrimination.

Individuals may be able to file complaints under different laws and procedures.

The district may consolidate complaints of sex discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when

¹⁵ See 34 CFR §§ 106.8(b)(2) and 106.45.

the allegations of sex discrimination arise out of the same facts or circumstances. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

Notice of Allegations

Upon initiation of the district's Title IX grievance procedures, the district will notify the parties in writing of the following:

1. The district's Title IX grievance procedures and any informal resolution process;
2. Sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);
3. Retaliation is prohibited; and
4. The parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of this evidence. If the district provides a description of the evidence the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.

If, in the course of an investigation, the district decides to investigate additional allegations of sex discrimination by the respondent toward the complainant that are not included in the notice provided or that are included in a complaint that is consolidated, the district will notify the parties of the additional allegations.

Investigation

Using established investigative procedures, the district will provide for adequate, reliable, and impartial investigation of complaints.

The burden is on the district—not on the parties—to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred.

The district will provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and not otherwise impermissible.

The district will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.

The district will objectively evaluate all evidence that is relevant and not otherwise impermissible—including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.

The district will provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible, in the following manner:

1. The district will provide an equal opportunity to access either the relevant and not otherwise impermissible evidence, or an accurate description of this evidence. If the district provides a description of the evidence, the district will provide the parties with an equal opportunity to access the relevant and not otherwise impermissible evidence upon request of the party;
2. The district will provide a reasonable opportunity to respond to the evidence or the accurate description of the evidence; and
3. The district will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the complaint of sex discrimination are authorized.

Questioning the Parties and Witnesses

The district will provide a process that enables the decisionmaker to question parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination.

The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be accessed or considered, except by the district to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

1. Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
2. A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the district obtains that party's consent or witness's voluntary, written consent for use in its grievance procedures; and
3. Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

Determination whether Sex Discrimination Occurred

Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, the district will:

1. Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred. The standard of proof requires the decisionmaker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness. If the decisionmaker is not persuaded under the applicable standard by the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the decisionmaker will not determine that sex discrimination occurred;

2. Notify the parties in writing of the determination whether sex discrimination occurred under Title IX including the rationale for such determination, and the procedures and permissible bases for the complainant and respondent to appeal, if applicable;
3. Not impose discipline on a respondent for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the grievance procedures that the respondent engaged in prohibited sex discrimination;
4. If there is a determination that sex discrimination occurred, the Title IX Coordinator will, as appropriate:
 - a. Coordinate the provision and implementation of remedies to a complainant and other people the district identifies as having had equal access to the district's education program or activity limited or denied by sex discrimination;
 - b. Coordinate the imposition of any disciplinary sanctions on a respondent, including notification to the complainant of any such disciplinary sanctions; and
 - c. Take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the district's education program or activity.
5. Comply with the grievance procedures before the imposition of any disciplinary sanctions against a respondent; and
6. Not discipline a party, witness, or others participating in the grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination whether sex discrimination occurred.

Dismissal of Complaints

The district may dismiss a complaint of sex discrimination if:

1. The district is unable to identify the respondent after taking reasonable steps to do so;
2. The respondent is not participating in the district's education program or activity and is not employed by the district;
3. The complainant voluntarily withdraws any or all of the allegations in the complaint, the Title IX Coordinator declines to initiate a complaint, and the district determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint, if any, would not constitute sex discrimination under Title IX even if proven; or
4. The district determines the conduct alleged in the complaint, even if proven, would not constitute sex discrimination under Title IX. Before dismissing the complaint, the district will make reasonable efforts to clarify the allegations with the complainant.

Upon dismissal, the district will promptly notify the complaint of the basis for the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the district will also notify the respondent of the dismissal and the basis for the dismissal promptly following notification to the complainant, or simultaneously if notification is in writing.

The district will notify the complainant that a dismissal may be appealed and will provide the complainant with an opportunity to appeal the dismissal of a complaint. If the dismissal occurs after the respondent has been notified of the allegations, then the district will also notify the respondent that the dismissal may be appealed. Dismissals may be appealed on the following bases:

1. Procedural irregularity that would change the outcome;
2. New evidence that would change the outcome and that was not reasonably available when the dismissal was made; and
3. The Title IX Coordinator, investigator, or decisionmaker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome.

If the dismissal is appealed, the district will:

1. Notify the parties of any appeal, including notice of the allegations, if notice was not previously provided to the respondent;
2. Implement appeal procedures equally for the parties;
3. Ensure that the decisionmaker for the appeal did not take part in an investigation of the allegations or dismissal of the complaint;
4. Ensure that the decisionmaker for the appeal has been trained consistent with the Title IX regulations;
5. Provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
6. Notify the parties of the result of the appeal and the rationale for the result.

When a complaint is dismissed, the district will, at a minimum:

1. Offer supportive measures to the complainant as appropriate;¹⁶
2. If the respondent has been notified of the allegations, offer supportive measure to the respondent as appropriate; and
3. Take other prompt and effective steps, as appropriate, through the Title IX Coordinator to ensure that sex discrimination does not continue or recur within the district's education program or activity.¹⁷

¹⁶ See 34 CFR § 106.44(g).

¹⁷ See 34 CFR § 106.44(f).

Appeal of Determinations

Appeals may be filed in accordance with AC-AR(1) - Discrimination or Civil Rights Complaint Procedure.

Informal Resolutions

In lieu of resolving a complaint through the district's Title IX grievance procedures, the parties may instead elect to participate in an informal resolution process. The district does not offer informal resolution to resolve a complaint that includes allegations that an employee engaged in sex-based harassment of a student, or when such a process would conflict with Federal, State, or local laws.¹⁸

Supportive Measures

The district will offer and coordinate supportive measures as appropriate for the complainant and/or respondent to restore or preserve that person's access to the district's education program or activity or provide support during the district's Title IX grievance procedures or during the informal resolution process. For complaints of sex-based harassment, these supportive measures may include but are not limited to, counseling; extensions of deadlines and other course-related adjustments; restrictions on contact applied to one or more parties; leaves of absence; changes in class or work, and training and education programs related to sex-based harassment.

Disciplinary Sanctions and Remedies

Following a determination that sex-based harassment occurred, the district may impose disciplinary sanctions, ranging from a letter of reprimand to suspension or termination. The district may also provide remedies, which may include, but limited to, counseling, extension of deadlines, restrictions on contact between the parties, or changes in class or work.

¹⁸ See 34 CFR § 106.44(k)



Code: GBNAA/JHFF
Adopted: 9/28/22
Revised/Readopted: 4/26/23
Orig. Code(s): JHFF

Suspected Sexual Conduct with Students and Reporting Requirements

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, ~~and~~ volunteers, and students⁴ are subject to this policy. ~~Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.~~

⁵“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁴ Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

⁵ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

conduct and who left school or graduated from high school within ~~one calendar year~~ 90 days prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy ~~JHFE/GBNAB/JHFE~~ – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the executive director of human resources who shall report the suspected sexual conduct to the Board chair.

[If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.]

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation ~~JHFF/GBNAA/JHFF~~-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may

have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).
House Bill 4160 (2024).

Cross Reference(s):

GBN/JBA - Sexual Harassment

GBNAB/JHFE - Suspected Abuse of a Child Reporting Requirements

GCAB - Personal Electronic Devices and Social Media - Staff

IIBGA - Electronic Communications System

JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence – Student

JHFE/GBNAB - Suspected Abuse of a Child Reporting Requirements

JHFF/GBNAA - Suspected Sexual Conduct with Students and Reporting Requirements



Code: GBN/JBA
Adopted: 7/27/22
Revised/Readopted: 5/22/24
Orig. Code(s): GBN/JBA

Sexual Harassment

¹The district is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district processes complaints or reports of sexual harassment using administrative regulation AC-AR(1) - Discrimination or Civil Rights Complaint Procedure. Additional requirements for processing complaints are included in this policy.²

Direct complaints related to employment may be filed with the U.S. Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries.

Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 2nd Ave., Room 3310, Seattle, WA 98174-1099.

Additional information regarding filing of a complaint or report may be obtained through the principal, Title IX Coordinator, civil rights coordinator, or superintendent.

All documentation related to sexual harassment complaints may become part of the student's education record or employee's personnel file, as appropriate. Additionally, a copy of all sexual harassment complaints or reports and documentation will be maintained as a confidential file and stored in the district office.

The superintendent shall report the name of any person holding a teaching license or registered with Teacher Standards and Practices Commission (TSPC) or participating in a practicum under Oregon Administrative Rule (OAR) Chapter 584, Division 17, when, after appropriate investigation, there is reasonable cause to believe the person may have committed an act of sexual harassment. Reports shall be made to TSPC within 30 days of such a finding. Reports of sexual contact with a student shall be given to a representative from law enforcement or Oregon Department of Human Services, as possible child abuse.

¹ Sexual harassment is generally considered a type of sex-based discrimination. Consequently, additional laws and complaint procedures may apply.

² Other complaint policies and administrative regulations that may apply include, but are not limited to: AC – Nondiscrimination and Civil Rights; ACB – Every Student Belongs; GBEA – Workplace Harassment, GBNA – Hazing, Harassment, Intimidation, Menacing, or Cyberbullying – Staff; GBNA/JHFF – Suspected Sexual Conduct with Students and Reporting Requirements; GBNA/JHFE – Suspected Abuse of a Child Reporting Requirements; and JFCF – Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence - Students.

OREGON DEFINITION

Sexual harassment of students, staff members or third parties³ shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:
 - a. Interferes with a student's educational activity or program;
 - b. Interferes with a school or district staff member's ability to perform their job; or
 - c. Creates an intimidating, offensive, or hostile environment.
3. Assault when sexual contact occurs without consent⁴.

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person's actions, offensive because of that other person's sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one's sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance].

Oregon Procedures

Reports and complaints of sexual harassment should be made to the following individual(s):

Name	Position	Phone	Email
Shaunice Silas	Executive Director of Human Resources	503.661.7200	ssilas@rsd7.net

This individual is responsible for accepting and managing complaints of sexual harassment. Persons wishing to make a report should use the above contact information. The person[s] designated will coordinate the report with the procedures in administrative regulation AC-AR(1) – Discrimination or Civil Rights Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall report to a district official. The district official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;

³ "Third party" means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) at a school-sponsored activity or program; or 3) off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

⁴ "Without consent" means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

2. Staff member is protected and to promote a nonhostile work environment; or
3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor, or school nurse, who will promptly notify the appropriate district official.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The district may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The district will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The district may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment and prevent reoccurrence:

1. Discipline of staff and students engaging in sexual harassment;
2. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for district electronic systems;
5. Trainings and education for staff and students; and
6. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the district will consider the following:

1. Removing that third party's ability to contract or volunteer with the district, or be present on district property;

2. If the third party works for an entity that contracts with the district, communicating with the third party's employer;
3. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;
4. Limiting attendance at district events; and
5. Providing for additional supervision, including law enforcement, if necessary, at district events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
2. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notice

When a person⁵ who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the district shall provide written notification to the following:

1. Each reporting person;
2. If appropriate, any impacted person who is not a reporting person;
3. Each reported person; and
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include⁶:

1. Name and contact information for all person designated by the district to receive complaints;
2. The rights of the person that the notification is going to;

⁵ Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

⁶ Remember confidentiality laws when providing any information.

3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines;
4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;
5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;
6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
 - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
 - b. For the reported persons, information about and contact information for state and community-based mental health services.
8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
9. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

1. Be written in plain language that is easy to understand;
2. Use print that is of a color, size and font that allows the notification to be easily read; and
3. Be made available to students, students' parents, staff members and member of the public at each office, at the district office and on the website of the school or district.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX coordinator shall be prominently published in the district student handbook and on the district website. This policy shall also be made available at each school office and at the district office. The district shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

END OF POLICY

Legal Reference(s):

[ORS 243.706](#)
[ORS 332.107](#)
[ORS 342.700](#)
[ORS 342.704](#)
[ORS 342.708](#)

[ORS 342.850](#)
[ORS 342.865](#)
[ORS 659.850](#)
[ORS 659A.006](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[OAR 581-021-0038](#)
[OAR 584-020-0040](#)
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2024).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

Cross Reference(s):

AC - Nondiscrimination
ACB - Every Student Belongs
GBNA - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff
GBNAA/JHFF - Suspected Sexual Conduct with Students and Reporting Requirements
GBNAB/JHFE - Suspected Abuse of a Child Reporting Requirements
JBA/GBN - Sexual Harassment
JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence – Student
JHFE/GBNAB - Suspected Abuse of a Child Reporting Requirements



Code: GBN/JBA
Adopted: 7/27/22
Revised/Readopted: 5/22/24
Orig. Code(s): GBN/JBA

Sexual Harassment

The district is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

General Procedures

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

OREGON DEFINITION AND PROCEDURES

Oregon Definition

Sexual harassment of students, staff members or third parties¹ shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:
 - a. Interferes with a student's educational activity or program;
 - b. Interferes with a school or district staff member's ability to perform their job; or
 - c. Creates an intimidating, offensive, or hostile environment.

¹ "Third party" means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) at a school-sponsored activity or program; or 3) off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

3. Assault when sexual contact occurs without “ consent².

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person’s actions, offensive because of that other person’s sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one’s sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Oregon Procedures

Reports and complaints of sexual harassment should be made to the building principal or the following individual:

Name	Position	Phone	Email
Shaunice Silas	Executive Director of Human Resources	503.661.7200	ssilas@rsd7.net

This individual is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. This person is also designated as the Title IX coordinator. *See* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall report to a district official. The district official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;
2. Staff member is protected and to promote a nonhostile work environment; or
3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

² “Without consent” means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The district may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The district will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The district may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;
2. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for district electronic systems;
5. Trainings and education for staff and students; and
6. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the district will consider the following:

1. Removing that third party's ability to contract or volunteer with the district, or be present on district property;
2. If the third party works for an entity that contracts with the district, communicating with the third party's employer;
3. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;
4. Limiting attendance at district events; and
5. Providing for additional supervision, including law enforcement if necessary, at district events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
2. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notice

When a person³ who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the district shall provide written notification to the following:

1. Each reporting person;
2. If appropriate, any impacted person who is not a reporting person;
3. Each reported person; and
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include⁴:

1. Name and contact information for all person designated by the district to receive complaints;
2. The rights of the person that the notification is going to;
3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines;
4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;

³ Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

⁴ Remember confidentiality laws when providing any information.

5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;
6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
 - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
 - b. For the reported persons, information about and contact information for state and community-based mental health services.
8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district’s drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person’s knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
9. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

1. Be written in plain language that is easy to understand;
2. Use print that is of a color, size and font that allows the notification to be easily read; and
3. Be made available to students, students’ parents, staff members and member of the public at each office, at the district office and on the website of the school or district.

FEDERAL DEFINITION AND PROCEDURES

Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual’s participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district’s education program or activity⁵;
3. “Sexual assault”: an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;

⁵ “Education program or activity” includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs.” (Title 34 C.F.R. § 106.44(a))

4. “Dating violence”: violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;
5. “Domestic violence”: felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction; or
6. “Stalking”: engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person’s own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A district’s treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

Federal Procedures

The district will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. *See* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX coordinator receiving the person’s verbal or written report. The report can be made at any time.

The executive director of human resources is designated as the Title IX coordinator. The Title IX coordinator will coordinate the district’s efforts to comply with its responsibilities related to this policy. The district prominently will display the contact information for the Title IX coordinator on the district website and in each handbook.

Response

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.⁶ The district shall treat complainants and respondents equitably by providing supportive measures⁷ to the complainant and by

⁶ (Title 34 C.F.R. § 106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

⁷ (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient’s education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district’s educational environment, or deter sexual harassment.⁷ The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

following a grievance procedure⁸ prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.⁹

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.¹⁰ The district must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

Notice

The district shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX coordinator(s);
2. That the district does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and
3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

No Retaliation

Neither the district or any person may retaliate¹¹ against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The district must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

⁸ This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

⁹ The Title IX coordinator may also discuss that the Title IX coordinator has the ability to file a formal complaint.

¹⁰ The district may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

¹¹ Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX coordinator shall be prominently published in the district student handbook and on the district website. This policy shall also be made available at each school office and at the district office. The district shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

END OF POLICY

Legal Reference(s):

[ORS 243.706](#)
[ORS 332.107](#)
[ORS 342.700](#)
[ORS 342.704](#)
[ORS 342.708](#)

[ORS 342.850](#)
[ORS 342.865](#)
[ORS 659.850](#)
[ORS 659A.006](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[OAR 581-021-0038](#)
[OAR 584-020-0040](#)
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

Cross Reference(s):

AC - Nondiscrimination

ACB - Every Student Belongs

GBNA - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff

GBNAA/JHFF - Suspected Sexual Conduct with Students and Reporting Requirements

GBNAB/JHFE - Suspected Abuse of a Child Reporting Requirements

JBA/GBN - Sexual Harassment

JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence – Student

JHFE/GBNAB - Suspected Abuse of a Child Reporting Requirements



Code: GBN/JBA-AR(1)
Revised/Reviewed: 7/27/22
Orig. Code(s): GBN/JBA-AR

Oregon Sexual Harassment Complaint Procedure

Reports and complaints of sexual harassment should be made to the following individual(s):

Name	Position	Phone	Email
<u>Shaunice Silas</u>	<u>Executive Director of HR</u>	<u>503-661-7200</u>	<u>ssilas@rsd7.net</u>

The district official receiving the complaint shall issue the required written notice as outlined under Oregon Procedures in Board policy GBN/JBA - Sexual Harassment.

Step 1 The district official receiving the report or complaint shall promptly initiate an investigation using procedures and standards, including but not limited to, those identified in Board policy GBN/JBA - Sexual Harassment and will notify the complainant or reporting person, any impacted person who is not a reporting person (if appropriate), each reported person, and where applicable the parents of a reporting person, impacted person, or reported person, when such investigation is initiated. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within 10 days after receipt of the report or complaint. The parties will have an opportunity to submit evidence and a list of witnesses. All findings of the investigation shall be reduced to writing. The official conducting the investigation shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law within 30 days of receipt of the report or complaint.

A copy of the required written notice(s) and the date and details of notification of the notice of investigation and results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 2 If a complainant is not satisfied with the decision at Step 1, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 1 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal within 5 working days of receipt of the appeal. The superintendent or designee shall provide a written decision to the complainant within 10 working days.

Step 3 If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the Board. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The Board will review the decision of the superintendent or designee in a public meeting to determine what action is appropriate. The Board may use executive session if the subject matter qualifies under Oregon law. Appropriate action may include, but is not

limited to, holding a hearing, requesting additional information, and adopting the superintendent's or designee's decision. All parties involved, including the school administration, may be asked to attend a hearing for the purposes of making further explanations and clarifying the issues. The Board shall provide a written decision to the complainant within 30 working days following receipt of the appeal.

If the Board chooses not to hear the complaint, the superintendent's or designee's decision in Step 2 is final¹.

The superintendent is authorized to amend these procedures (including timelines) when the superintendent feels it is necessary for the efficient handling of the complaint. Notice of any amendments will be promptly provided to the parties.

Complaints against the principal may start at Step 2 and may be filed with the superintendent or designee. The superintendent or designee will cause the required notices to be provided. The superintendent or designee will investigate the complaint and will notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within 10 working days of receipt by the superintendent or designee, the complainant may appeal to the Board in Step 3.

Complaints against the superintendent or a Board member (other than the Board chair) may start at Step 3 and should be referred to the Board chair on behalf of the Board. The Board chair will cause required notices to be provided. The Board chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted. The Board chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Complaints against the Board chair may start at Step 3 and should be referred to the Board vice chair on behalf of the Board. The Board vice chair will cause required notices to be provided. The Board vice chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted. The Board vice chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Direct complaints related to employment may be filed with the U.S. Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries.

¹ If the Board chooses to accept the superintendent's decision as the district's final decision on the complaint, the superintendent's written decision must meet the requirements of OAR 581-022-2370(4)(b).

Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 2nd Ave., Room 3310, Seattle, WA 98174-1099.

Additional information regarding filing of a complaint or report may be obtained through the principal, compliance officer or superintendent.

All documentation related to sexual harassment complaints may become part of the student's education record or employee's personnel file, as appropriate. Additionally, a copy of all sexual harassment complaints or reports and documentation will be maintained as a confidential file and stored in the district office.

The superintendent shall report the name of any person holding a teaching license or registered with Teacher Standards and Practices Commission (TSPC) or participating in a practicum under Oregon Administrative Rule (OAR) Chapter 584, Division 17, when, after appropriate investigation, there is reasonable cause to believe the person may have committed an act of sexual harassment. Reports shall be made to TSPC within 30 days of such a finding. Reports of sexual contact with a student shall be given to a representative from law enforcement or Oregon Department of Human Services, as possible child abuse.

Reynolds School District
1204 NE 201st Ave, Fairview, OR 97024-2499 | (503) 661-7200

SEXUAL HARASSMENT COMPLAINT FORM
An online complaint form can be found on the RSD website.

Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of misconduct: _____

Name of witnesses (if any): _____

Evidence of sexual harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

Any Other Information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____



Code: GBN/JBA-AR(2)
Adopted: 7/27/22

Federal Law (Title IX) Sexual Harassment Complaint Procedure

Additional Definitions

“Actual knowledge” means notice of sexual harassment or allegations of sexual harassment to the district’s Title IX Coordinator or any official of the district who has authority to institute corrective measures on behalf of the district, or to any employee of an elementary or secondary school.¹

“Complainant” means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

“Formal complaint” means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent² and requesting that the district investigate the allegation of sexual harassment.³

“Supportive measures” means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient’s education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district’s educational environment, or deter sexual harassment.⁴ The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures.

Formal Complaint Procedures

Upon receipt of a formal complaint, the district will provide the parties⁵ written notice of the following:

1. Notice of the district’s grievance process, including any informal resolution process.

¹ This standard is not met when the only official with knowledge is the respondent.

² “Respondent” means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

³ A complainant must be participating in or attempting to participate in the education program or activity of the district with which the formal complaint is filed.

⁴ Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

⁵ Parties include the complainant and the respondent, if known.

2. Notice of the allegations of sexual harassment potentially constituting sexual harassment, including sufficient details⁶ known at the time and with sufficient time to prepare a response before any initial interview.
3. That the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility be made at the conclusion of the grievance process.
4. That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney.
5. The parties may inspect and review evidence.
6. A reference to any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

The Title IX Coordinator will contact the complainant and the respondent to discuss supportive measures. If necessary, the Title IX Coordinator will arrange for an individualized safety and risk analysis. If necessary, a student or non-student employee may be removed or placed on leave.

Investigation

The Title IX Coordinator will coordinate the district's investigation. The investigation must:

1. Include objective evaluation of all relevant evidence, including inculpatory and exculpatory evidence.
2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the district and not on the parties.⁷
3. Provide an equal opportunity for the parties to present witnesses, and other inculpatory and exculpatory evidence.
4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.
5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.⁸ The district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.

⁶ Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known.

⁷ The district cannot access, consider, disclose, or otherwise use a party's records that are made of maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's capacity, and which are maintained in connection with the provision of treatment to the party, unless the district obtains the party's (or eligible student's parent's) voluntary, written consent to do so.

⁸ In addition to an advisor, complainants and respondents may also be entitled to other accompaniment as required by law or as necessary for conducting of grievance procedures, including but not limited to translators, services for students with disabilities and parents of minor students.

6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate.
7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint.⁹ Prior to completion of the investigative report, the district must send to each party and party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least 10 days to submit a written response, which the investigator will consider prior to completion of the investigative report;
8. Create an investigative report that fairly summarizes relevant evidence and is sent to each party and party's advisor in electronic format or hard copy at least 10 days prior to any hearing (if required or provided) or other time of determination of responsibility. The party and advisor will be allowed to review and provide a written response.

After the district has sent the investigative report to the parties and before reaching a determination regarding responsibility, the decision maker(s) must afford each party the opportunity to submit written, relevant questions¹⁰ that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the questions any decision to exclude a question as not relevant.

Credibility determinations are not based on the person's status as a complainant, respondent or witness.

No person designated as a Title IX Coordinator, investigator, decision-maker, or any person designated by the district to facilitate an informal resolution process may have a [conflict of interest](#) or bias for or against complainants or respondents generally or an individual complainant or respondent.

If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the notice previously provided, the district must provide notice of the additional allegations to the parties whose identities are known.

At no point in the process will the district, or anyone participating on behalf of the district, require, allow, rely upon, or otherwise use questions or evidence that constitutes, or seeks disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

Determination of Responsibility

The respondent must be deemed to be not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

⁹ This includes the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to the investigation. The district must make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

¹⁰ Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the question and evidence concern specific incidents of the complainants prior sexual behavior with respect to the respondent and are offered to prove consent.

The standard to be used for formal complaints in determining whether a violation has occurred is the preponderance of the evidence¹¹ standard.

The person deciding the question of responsibility (the “decision-maker”) must be someone other than the Title IX Coordinator or the investigator(s). The decision-maker must issue a written determination which must include:

1. Identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the district’s code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including:
 - a. A determination regarding responsibility;
 - b. Any disciplinary sanctions the district imposes on the respondent; and
 - c. Whether remedies designed to restore or preserve equal access to the district’s education program or activity will be provided by the district to the complainant; and
6. The district’s procedures and permissible bases for the complainant and respondent to appeal.

The district must provide the written determination to the parties simultaneously.

The determination regarding responsibility becomes final either on the date that the recipient provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

Remedies

The Title IX Coordinator is responsible for effective implementation of any remedies and/or supportive measures.

The disciplinary sanctions¹² may include:

1. Discipline up to and including suspension and expulsion;
2. Removal from various activities, committees, extra-curricular, positions, etc.
3. Disqualification for awards and honors;

¹¹ A preponderance of the evidence standard is understood to mean concluding that a fact is more likely than not to be true. U.S. Department of Education, Title IX Regulations commentary, p. 1268, FN 1409.

¹² Districts should review any other disciplinary procedures and requirements prior to imposing any discipline, and should contact legal counsel with questions.

4. Discipline up to and including termination, in accordance with laws, agreements, contracts, handbooks, etc.¹³

Supportive measures **may** include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

Dismissal of a Formal Complaint

The district must dismiss a formal complaint with regard to Title IX sexual harassment if the alleged conduct:

1. Would not constitute sexual harassment, even if proved;
2. Did not occur in the district's education program or activity¹⁴; or
3. Did not occur against a person in the United States.

The district may dismiss a formal complaint with regard to Title IX sexual harassment if at any time during the investigation or hearing, if provided:

1. A complainant notifies the Title IX Coordinator in writing that the complaint would like to withdraw the formal complaint or any allegations therein;
2. The respondent is no longer enrolled or employed by the district; or
3. Specific circumstances prevent the recipient from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal of a formal complaint, the district must promptly send written notice of the dismissal and the reason(s) therefor simultaneously to the parties.

The dismissal of a formal complaint under Title IX does not preclude the district from continuing any investigation and taking action under a different process. The district may have an obligation to continue an investigation and process under a different process.

Consolidation of Complaints

The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by one or more complainant against one or more respondents, or by one party against another party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Informal Resolution

If the district receives a formal complaint, at any time prior to reaching a determination regarding responsibility, the district may offer an optional informal resolution process, provided that the district:

¹³ It is important to keep supportive measures separate from disciplinary sanctions. Supportive measures must be “non-disciplinary” and “non-punitive.”

¹⁴ Includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. (Title 34 C.F.R. §106.44(a))

1. Provides written notice to the parties disclosing:
 - a. The allegations;
 - b. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and
 - c. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.
2. Obtains the parties' voluntary written consent to the informal resolution process; and
3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

Appeals

Either party may file an appeal from a determination regarding responsibility or from a dismissal of a formal complaint, within 10 working days of the decision, on the following bases:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

When an appeal is filed, the district must:

1. Notify the other party in writing;
2. Implement appeal procedures equally for both parties;
3. Ensure the decision-maker(s) for the appeal is not the same person as the decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
4. Ensure the decision-maker for the appeal is free from conflicts of interest and bias;
5. Give both parties a reasonable equal opportunity to submit a written statement in support of, or challenging the outcome;
6. Issue a written decision describing the result of the appeal and the rationale for the result; and
7. Provide the written decision simultaneously to both parties.

Timelines

The district will complete the following portions of the grievance process within the specified timelines:

1. General grievance process (from receipt of formal complaint to determination of responsibility: 90 days;

2. Appeals (from receipt of appeal): 60 days;
3. Informal resolution process: 60 days.

Temporary delays of the grievance process, or limited extensions of time will be allowed for good cause¹⁵ with written notice to the parties.

Records

Records will be created and maintained in accordance with the requirements in Title 34 C.F.R. §106.45(a)(10).¹⁶

Training

Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process must receive training on the definition of sexual harassment, the scope of the district's education program or activity, how to conduct an investigation and grievance process including hearings, appeals, and information resolution processes. The training must also include avoiding prejudgment of the facts at issue, [conflicts of interest](#) and bias.

Decision-makers must receive training on any technology to be used at a live hearing and on issues of relevance of questions and evident, including when questions about evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.

Investigators must receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

Materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, must not rely on sex stereotypes, must promote impartial investigations and adjudications of formal complaints of sexual harassment and must be made publicly available on the district's website.

¹⁵ Good cause may include considerations such as the absence of a party, a party's advisor or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. (Title 34 C.F.R. § 106.45(b)(1)(v))

¹⁶ This includes creating a record for each investigation. This record must include:

- Supportive measures, or reasons why the response was not clearly unreasonable under the circumstances;
- Basis for the conclusion that the district's response was not deliberately indifferent; and
- What measures were taken to restore or preserve equal access to the district's educational program or activity. (Title 34 C.F.R. § 106.45(a)(10)(ii))

Most records (including training) must be retained for at least seven years.

OSBA Model Sample Policy

Code: GCAA
Adopted:

Standards for Competent and Ethical Performance of Oregon Educators

Application of Rules

1. Oregon Administrative Rules were adopted by the Teacher Standards and Practices Commission (TSPC) in accordance with Oregon Revised Statutes (ORS).
2. Oregon Administrative Rules (OAR) may be used as criteria by the TSPC in matters pertaining to the revocation or suspension of licenses issued by TSPC under Oregon law or the discipline of any license holder or any person who has held a license at any time within five years prior to issuance of the notice of charges under ORS.
3. The TSPC determines whether an educator's performance is ethical or competent in light of all the facts and circumstances surrounding the educator's performance as a whole.
4. The TSPC will promptly investigate complaints:
 - a. The TSPC may at its discretion defer action to charge an educator against whom a complaint has been filed under law when the investigation report indicates that disciplinary action against the educator is pending at the local district level or when criminal charges are pending or are likely to be filed against the educator. In considering whether to defer action to charge an educator, the TSPC shall consider all relevant circumstances including the nature and seriousness of the allegations and whether the educator is currently employed as a teacher or school administrator;
 - b. The executive secretary shall regularly inform the TSPC of the status of any complaints on which the TSPC has deferred action.

Definitions

The following definitions apply to Oregon Administrative Rules unless otherwise indicated by context:

1. "Administrator": any educator who holds a valid Oregon administrative license or registration and who works in a position requiring an administrative license;
2. "Competent": discharging required duties as set forth in these rules;
3. "Educator": any licensed or registered or certified person who is authorized to be engaged in the instructional program including teaching, counseling, school psychology, administering and supervising;
4. "Ethical": conforming to the professional standards of conduct set forth in these rules;
5. "Sexual conduct": means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student that are:

- a. Sexual advances or requests for sexual favors directed toward the student; or
- b. Of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with the student’s educational performance, or of creating an intimidating or hostile educational environment.

“Sexual conduct” does not include:

- a. Touching or other physical contact:
 - (1) That is necessitated by the nature of the district employee’s job duties or by the services required to be provided by the contractor, agent, or volunteer; and
 - (2) For which there is no sexual intent.
- b. Verbal, written or electronic communications that are provided as part of an education program that meets the state educational standards or a policy approved by the Board
- c. Conduct or communications described in above if the district employee, contractor, agent or volunteer is also a student and the conduct or communications:
 - (1) Arise out of a consensual relationship between students;
 - (2) Do not create an intimidating or hostile educational environment; and
 - (3) Are not prohibited by law, any policies of the district or any applicable employment agreements.

2. “Sexual harassment”: any unwelcome **conduct with an individual which includes but is not limited to** sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;
- b. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- c. Such conduct unreasonably interferes with an individual’s work performance or creates an intimidating, hostile or offensive working environment.

3. “Teacher”: any person who holds a teacher’s license as provided in ORS 342.125.

4. “Student”: means any person who is:

- a. In any grade from kindergarten through grade 12; or
- b. Twenty-one years of age or younger and receiving educational or related services from an education provider that is not a post-secondary institution of education; or
- c. Who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days **one calendar year** prior to the sexual conduct.

The Competent Educator

The teacher or administrator demonstrates a commitment to:

1. Recognize the worth and dignity of all persons and respect for each individual;
2. Encourage scholarship;
3. Promote democratic and inclusive citizenship;
4. Raise educational standards;
5. Use professional judgment; and
6. Promote equitable learning opportunities.

Curriculum and Instruction

The competent educator measures success by the progress of each student toward realization of personal potential as a worthy and effective citizen. The competent educator stimulates the spirit of inquiry, the acquisition of knowledge and understanding and the thoughtful formulation of goals as they are appropriate for each individual.

The competent teacher demonstrates:

1. Use of state- and district-adopted curriculum and goals;
2. Skill in setting instructional goals and objectives expressed as learning outcomes;
3. Use of current subject matter appropriate to the individual needs of students;
4. Use of students' growth and development patterns to adjust instruction to individual needs consistent with number of students and amount of time available; and
5. Skill in the selection and use of teaching techniques conducive to student learning.

The competent administrator demonstrates:

1. Skill in assisting individual staff members to become more competent educator by complying with federal, state and local law, rules and lawful and reasonable district policy and contracts;
2. Knowledge of curriculum and instruction appropriate to assignment;
3. Skill in implementing instructional programs through adequate communication with staff; and
4. Skill in identifying and initiating any needed change which helps each student toward realization of personal learning potential.

Supervision and Evaluation

The competent educator is a student of human behavior and uses this knowledge to provide a climate that is conducive to learning and that respects the rights of all persons without discrimination. The competent educator assumes responsibility for the activities planned and conducted through the district's program and

assists colleagues to do the same. The competent educator gathers relevant information and uses it in the planning and evaluation of instructional activities.

The competent teacher demonstrates:

1. Multiple ways to assess the academic progress of individual students;
2. Skill in the application of assessment data to assist individual student growth;
3. Procedures for evaluating curriculum and instructional goals and practices;
4. Skill in the supervision of students; and
5. Skill in differentiating instruction.

The competent administrator demonstrates:

1. Skill in the use of assessment data to provide effective instructional programs;
2. Skill in the implementation of the district's student evaluation program;
3. Skill in providing equal opportunity for all students and staff; and
4. Skill in the use of employee and leadership techniques appropriate to the assignment and according to well-established standards which ensure due process for the staff for which the administrator is responsible for evaluating.

Management Skills

The competent educator is a person who understands students and is able to relate to them in constructive and culturally competent ways. The competent educator establishes and maintains good rapport. The competent educator maintains and uses records as required and as needed to assist the growth of students.

The competent teacher demonstrates skills in:

1. Establishing and maintaining classroom management that is conducive to learning;
2. Using and maintaining district property, equipment and materials appropriately;
3. Using and maintaining student records as required by federal and state law and district policies and procedures;
4. Using district and school business and financial procedures; and
5. Using district lawful and reasonable rules and regulations.

The competent administrator demonstrates:

1. Leadership skills in managing the school, its students, staff and programs as required by lawful and reasonable district policies, rules and regulations, state and federal laws and regulations and other programs as assigned and assures that staff is informed of these requirements; and
2. Skills in planning and staff assignment.

Human Relations and Communications

The competent educator works effectively with others — students, staff, parents and patrons. The competent educator is aware of the ways the community identifies with the school, as well as community needs and ways the school program is designed to meet these needs. The competent educator can communicate with knowledge, clarity and judgment about educational matters, the school and the needs of students.

The competent teacher demonstrates:

1. Willingness to be flexible in cooperatively working with others; and
2. Skill in communicating with students, staff, parents and other patrons.

The competent administrator demonstrates:

1. Skill in helping students, staff, parents and other patrons to learn about the school, the district and its program;
2. Skill in communicating district and school goals to staff and the public;
3. Willingness to be flexible in cooperatively working with others; and
4. Skill in reconciling conflict.

The Ethical Educator

The ethical educator is a person who accepts the requirements of membership in the teaching profession and acts at all times in ethical ways. In so doing the ethical educator considers the needs of the students, the district and the profession.

The ethical educator, in fulfilling obligations to the student, will:

1. Keep the confidence entrusted in the profession as it relates to confidential information concerning a student and the student's family;
2. Refrain from exploiting professional relationships with any student for personal gain or in support of persons or issues; and
3. Maintain an appropriate professional student-educator relationship by:
 - a. Not demonstrating or expressing professionally inappropriate interest in a student's personal life;

- b. Not accepting or giving or exchanging romantic or overly personal gifts or notes with a student;
- c. Reporting to the educator’s supervisor if the educator has reason to believe a student is or may be becoming romantically attached to the educator; and
- d. Honoring appropriate adult boundaries with students in conduct and conversations at all times.

The ethical educator, in fulfilling obligations to the district, will:

1. Apply for, accept, offer or assign a position of responsibility only on the basis of professional qualifications and will adhere to the conditions of a contract or the terms of the appointment;
2. Conduct professional business, including grievances, through established lawful and reasonable procedures;
3. Strive for continued improvement and professional growth;
4. Accept no gratuities or gifts of significance that could influence judgment in the exercise of professional duties; and
5. Not use the district’s or school’s name, property or resources for noneducational benefit without approval of the educator’s supervisor or the appointing authority.

The ethical educator, in fulfilling obligations to the profession, will:

1. Maintain the dignity of the profession by respecting and obeying the law, exemplifying personal integrity and honesty;
2. Extend equal treatment to all members of the profession in the exercise of their professional rights and responsibilities;
3. Respond to requests for evaluation of colleagues and to keep such information confidential as appropriate; and
4. Respond to requests from a TSPC representative for information, furnish documents to TSPC, and participate in interviews with a TSPC representative relating to a TSPC investigation, except subject to the exercise of any legal right or privilege.

END OF POLICY

Legal Reference(s):

[OAR 584-020-0000 - 0035](#)

House Bill 4160 (2024).



Code: GCBDD/GDBDD
 Adopted: 1/18/17
 Revised/Readopted: 4/26/23
 Orig. Code: GCBDD/GDBDD

Sick Time

~~General Provisions~~

“Employee” means an individual who renders personal services at a fixed rate to ~~is employed~~ by the district if the district either pays ~~and who is paid on an hourly, stipend~~ or agrees to pay for personal services or permits the individual to perform personal services ~~salary basis, and for whom withholding is required under Oregon Revised Statute (ORS) 316.162-316.221~~. The definition does not include volunteers or independent contractors.

~~The district shall provide sick time to employees in accordance with Oregon law. Consistent with ORS 653.641, the district shall not deny, interfere with, restrain or fail to pay for sick time to which an employee is entitled, or retaliate against an employee as a result of the employee’s lawful use of sick time.~~

Employees qualify to begin earning and accruing sick time on the first day of employment with the district and are eligible to use sick time beginning on the 91st calendar day of employment with the district and may use sick time as it is accrued.

~~[Non-represented/Non-contracted Employees~~

~~The following provisions shall apply only to those employees who are not covered by a collective bargaining agreement, group handbook/agreement or individual contract that provides for paid time off in a manner that is substantially equivalent to the benefits set forth in ORS 653.601 – 653.661.~~

The district employs 10 or more employees and therefore shall ~~shall~~ allow an eligible employee to ~~access~~ earn up to 40 hours of paid sick time per year. Paid sick time shall accrue at the rate of at least one hour of paid sick time for every 30 hours the employee works, or 1-1/3 hours for every 40 hours the employee works.

The employee ~~accrued sick time~~ may carry up to 40 hours of unused sick time from one year ~~be carried over to the subsequent year, with a usage limit of 40 hours per fiscal year~~. An employee is limited to accruing no more than 80 hours of sick time and using no more than 40 hours of sick time in a year.

Sick time shall be taken in ~~hourly minimum of~~ one-hour increments and may be used for the employee’s or a family member’s¹ mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition or need for preventive care, or for

¹ “Family member” is defined ~~in OAR 839-007-0000 by the Oregon Family Leave Act (OFLA)~~.

reasons consistent with ~~qualifying the Family Medical Leave Act (FMLA), Paid Family and Medical Leave Insurance (PFMLI) or Oregon Family Leave (OFLA).~~ Sick time may also be used in the event of a public health emergency or for leave to address domestic violence, harassment, sexual assault, bias, or stalking under ORS 659A.272.

The use of sick time may not lead to, or result in, an adverse employment action against the employee.

The district reserves the right, after an employee uses sick time for more than three five consecutive scheduled workdays, ~~days of absence,~~ to require verification or certification in accordance with law ~~proof of the need for the sick time personal illness or injury from an employee,~~ including a medical verification or certification² ~~examination by a physician chosen and paid for by the district. If an~~ An employee fails ~~refusing to submit to~~ provide verification or certification or fails ~~such an examination or~~ to provide other evidence as required by the district, the employee shall be subject to appropriate disciplinary action, up to and including dismissal.

When the reason for sick time is consistent with FMLA, PFMLI or /OFLA leave, ~~the sick time leave and~~ qualifying ~~the FMLA, PFMLI or /OFLA~~ leave may run concurrently.

When the reason for sick time is consistent with ORS 332.507, the sick time ~~leave~~ and leave pursuant to ORS 332.507 may run concurrently.

If the reason for sick time is a foreseeable absence, the district ~~requires an~~ will require ~~the~~ employee to provide advance notice of ~~their~~ their intention to use sick time ~~within~~ 10 days ~~prior to when~~ of the requested sick time ~~is to begin,~~ or as soon as ~~otherwise~~ practicable. When ~~an~~ the employee uses sick time for a foreseeable absence, the employee shall take reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, ~~in-service training, mandatory meetings~~). The district may discipline an employee if the employee fails to make a reasonable effort to schedule leave in a manner that does not unduly disrupt the operations of the district. ~~in-service training, and mandatory meetings~~.

If the reason for sick time is unforeseeable, such as an emergency, accident or sudden illness, the employee shall notify the district ~~consistent with the reporting time established by the district or when circumstances prevent the employee from providing notice as required,~~ at least 12 hours in advance ~~or as soon as~~ practicable.

The district may discipline an employee for violating workplace policies and procedures if the employee fails to provide notice as required.

~~Unused sick time is forfeited upon termination, is not transferrable to other school districts and is not reportable to PERS. For accounting purposes, the district's leave year will match the fiscal year (July 1 through June 30).~~

The district shall establish a standard process to track the eligibility for sick time of a ~~substituted non-represented/non-contracted employees.~~

² In the case of need for leave under ORS 659A.272, the district may not require the verification or certification to explain the nature of the illness or details related to the domestic violence, sexual assault, harassment, bias, or stalking, which necessitates the use of sick time.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)
[ORS 342.545](#)

[ORS 342.610](#)
[ORS 653.601 - 653.661](#)

[ORS 659A.150 - 659A.186](#)
[OAR 839-007-0020 - 0065](#)

Americans with Disabilities Act/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2023); 28 C.F.R. Part 35 (2023).
Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654 (2018); Family and Medical Leave Act, 29 C.F.R. Part 825 (2023).

Cross Reference(s):

ACA - Americans with Disabilities Act
GBDA - Mother Friendly Workplace
GCBDA/GDBDA - Family Medical Leave
GCBDD/GDBDD - Sick Leaves and Absences



Code: JHFF/GBNAA
Adopted: 9/28/22
Revised/Readopted: 4/26/23
Orig. Code(s): JHFF

Suspected Sexual Conduct with Students and Reporting Requirements

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, ~~and~~ volunteers, and students⁴ are subject to this policy. ~~Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.~~

⁵“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁴ Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

⁵ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

conduct and who left school or graduated from high school within ~~one calendar year~~ 90 days prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the executive director of human resources who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may

have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).
House Bill 4160 (2024).

Cross Reference(s):

GBN/JBA - Sexual Harassment

GBNAB/JHFE - Suspected Abuse of a Child Reporting Requirements

GCAB - Personal Electronic Devices and Social Media - Staff

IIBGA - Electronic Communications System

JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence – Student

JHFE/GBNAB - Suspected Abuse of a Child Reporting Requirements

GBNAA/JHFF - Suspected Sexual Conduct with Students and Reporting Requirements



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Recognition

Type: Action Item Report / Presentation

Policy: KAA: Community Relations

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

The Board will adopt the following resolutions:

- i. Resolution 2024-2025-017 Women's History Month
- ii. Resolution 2024-2025-018 Classified Employee Appreciation Week
- iii. Resolution 2024-2025-019 National School Social Workers Week
- iv. Resolution 2024-2025-020 Supporting Gender Expansive Students and Staff

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve Resolutions 2024-2025 -17 to -20 as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Overnight Field Trip, Orchestra: ECOF Bend Competition

Type: Action Item Report / Presentation

Policy: IICA-AR: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|---|--|
| <input type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

HB Lee Middle School's advanced orchestra will compete in East Cascades Orchestra Festival. This provides students with an opportunity to perform in a formal setting and receive feedback from experts. This trip also serves as a goal for in-class and in-district performances, as well as an activity to build skill and teamwork.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The school's ASB fund, financed through fund raising, will pay for travel, lodging, and student-related expenses. The school music fund will pay for the \$200 entry fee.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the HB Lee orchestra trip as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

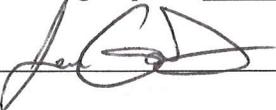
Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: Advanced Orchestra School: H.B.Lee Middle School

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: December 17, 2024 Date(s) of Activity: April 3-4, 2024

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
2. List staff member(s) responsible for students. List all other supervisors on trip.
Jae Choi, an admin from HBLMS (TBA), 1 cheperone
3. School equipment to be used:
Orchestra Instruments
4. Lodging:
Red Lion, 15 NE Butler Market Rd. Bend, OR 97703
5. Will Student Travel Insurance be obtained? Yes No
6. Estimated number of students: 30 Number of supervisors: 3
7. Parent permission slip on file: Yes No
8. Person or persons initiating request: Jae Choi Date: December 17, 2024
9. Principal approval:  Date: 1/17/25

Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: _____

Description of field trip/activity: _____

Location/Destination: _____

Date(s) of field trip/activity: _____

Name(s) of person in charge of field trip/activity: _____

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature

Date

(Complete student health history on next page.)

List Itinerary.

Day 1: Thursday, April 3rd, 2025

- 7:30 AM: Depart by bus
- 10:00 AM: Restroom/Potty break
- 11:30 AM: Arrive at destination
- 11:30 AM - 12:30 PM: Lunch and bathroom break
- 12:30 PM - 1:30 PM: Warm-up session
- 1:30 PM - 4:30 PM: Performance & Concert Observations
 - 1:30 PM - 2:00 PM: Perform on stage (in front of juries and other students)
 - 2:00 PM - 2:30 PM: Clinic session with one of the juries
 - 2:30 PM - 4:30 PM: Observe other orchestras performing
- 4:30 PM: Leave to Sun Mountain Fun Center
- 5:00 PM: Sun Mountain Fun Center (dinner and team building activities)
- 8:30 PM: Hotel check-in
- 8:30 PM - 10:00 PM: Reflection time (group discussion)
- 10:00 PM: Lights out / Bedtime

Day 2: Friday, April 4th, 2025

- 7:30 AM: Breakfast at hotel
- 8:30 AM: Hotel check-out
- 9:00 AM - 10:00 AM: Watch high school orchestra performances
- 12:00 PM: Lunch at Dairy Queen
- 1:00 PM: Depart for HBLMS
- 4:30 PM - 5:00 PM: Arrive back at HBLMS

2. Objectives

The primary objectives of this trip are:

- To provide students with an opportunity to perform in a formal setting and receive feedback from expert adjudicators.
- To develop performance and ensemble skills in a collaborative, high-stakes environment.
- To inspire students by observing other orchestras and learning from their performances.
- To foster teamwork, camaraderie, and self-reflection through group activities and structured discussions.

These experiences directly align with our orchestra program's goals of developing technical proficiency, musical artistry, and critical listening skills. Students will gain exposure to high-quality performances, professional adjudication, and valuable clinics that support their growth as musicians.

Lodging for Students	\$160	8	\$1280	Orchestra ASB
Sun Mountain Fun Center	\$28	30	\$840	Orchestra ASB
Dinner	\$30	11	\$330	Orchestra ASB
Drink	\$8	5	\$40	Orchestra ASB
Lunch	\$10	35	\$350	Orchestra ASB

7. Supervision Plan to Ensure Student Safety

1. Chaperone Assignments

- a. **1 adult per 10 students** for close monitoring.
- b. Each chaperone is responsible for a specific group of students.

2. Group Management

- a. Students will use the **buddy system** at all times.
- b. Regular **headcounts** will be done: before departure, at stops, and between activities.

3. Hotel Safety

- a. Students will stay in same-gender rooms with 3-4 per room.
- b. Chaperones will do **room checks** at arrival and bedtime.
- c. Hallways will be monitored until all students are in their rooms.

4. Transportation

- a. Chaperones will supervise boarding, travel, and getting off the bus.
- b. Students must stay seated and follow bus safety rules.

5. Emergency Preparedness

- a. Chaperones will carry emergency contacts and medical info.
- b. A first aid kit will be available, and at least one adult will be first aid/CPR certified.
- c. Students will be taught what to do in an emergency.

6. Activity Supervision

- a. During activities, chaperones will monitor students and keep them in designated areas.

These simple steps will ensure a safe and organized trip for everyone.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: AVID University of Oregon College Tour

Type: Action Item Report / Presentation

Policy: Field Trips and Special Events, IICA-AR

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

AVID teachers received a grant to take 7th and 8th grade students to a basketball game at the University of Oregon in Eugene, OR. While on campus, the students will take a campus tour from former HB Lee students and have the opportunity to ask questions.

Previous Board Action:

The Board is responsible for approving all field trips over 100 miles from the district.

Financial Implications:

The trip is fully funded by a grant. Transportation will be paid out of title funds. The only expense for students will be food during the day. If this cost poses a barrier, we will have bag lunches available for students.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the HB Lee AVID trip to the University of Oregon as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the board through the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must not unduly delay the return of the bus to the school;
5. Chaperons will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 miles out-of-state, one-way or any overnight travel must have prior board approval.

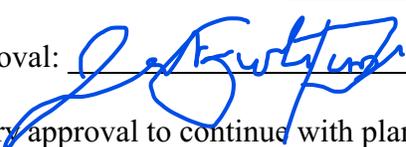
Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: _____ School: _____

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: _____ Date(s) of Activity: _____

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
 2. List staff member(s) responsible for students. List all other supervisors on trip.
 3. School equipment to be used:
 4. Lodging:
 5. Will Student Travel Insurance be obtained? Yes No
 6. Estimated number of students: _____ Number of supervisors: _____
 7. Parent permission slip on file: Yes No
 8. Person or persons initiating request: _____ Date: _____
 9. Principal approval:  Date: 2-12-15
- Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
PURPOSE OF TRIP

1. List itinerary.

2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?

3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?

4. What effect does the trip have on other classes or programs?

5. Estimated cost of trip \$_____. Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)

6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).

7. Describe supervision plans to ensure maximum safety for students.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: _____

Description of field trip/activity: _____

Location/Destination: _____

Date(s) of field trip/activity: _____

Name(s) of person in charge of field trip/activity: _____

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature

Date

(Complete student health history on next page.)

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Medical Contact Information:

Physician: _____

Telephone: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:

Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date

AVID Field Trip Form

Date: 3/1/2025 **Time:** 8:30 AM to 6:30PM **Destination:** University of Oregon

Teachers: Mr. Schauffler/Mr. Leineweber

Purpose: This year we got a grant to take our AVID students in the 7th and 8th grade to a basketball game at the University of Oregon in Eugene, OR. We want the students to experience a college campus and see all the things college can offer. We will be hosted by former HB Lee students who attend U of O now. Many of the chaperones will also be former HB Lee students who graduated from U of O. The trip is fully funded by the grant. The only expense for the students is food for the day, if this poses a barrier, we will have some bag lunches available for students who don't have the money to purchase food. They will be dropped off at HB Lee around 6:30pm.

Itinerary:

8:30am: Arrive at HB Lee

8:45am to 9am: Busses depart HB Lee

11am: Busses arrive at U of O at the ERB Memorial Union (1395 University St, Eugene, OR 97403)

11:15am-12:30pm: Campus tour, visiting the dorms and classrooms on campus, with and Q&A with HB Lee/ U of O alumni

12:45am-3pm: Walk to Matt Knight Arena and watch the basketball game

3:15pm-4:15pm-Return to the ERB M.U. and eat.

4:30pm: Board busses for return trip

6:30pm: Arrive back at HB Lee for parent pick up/walk home

Student Name (Printed):

Parent Name (Printed):

I give permission for my student at HB Lee MS to attend the U of O field trip on Saturday, March 1st from 8:30am to 6:30pm:

Parent Signature:

Does your student have allergies we should know about? _____ NO _____ YES

PLEASE CHECK ONE:

When we arrive at HB Lee at 6:30PM my student will be:

PICKED UP:_____

WALK HOME:_____

AVID Field Trip Form

Fecha: 3/1/2025

Hora: 8:30 a.m. a 6:30 p.m.

Destino: Universidad de Oregón

Profesores: Sr. Schauffler/Sr. Leineweber

Propósito: Este año obtuvimos una beca para llevar a nuestros estudiantes de AVID en el 7º y 8º grado a un partido de baloncesto en la Universidad de Oregón en Eugene, Oregón. Queremos que los estudiantes experimenten un campus universitario y vean todas las cosas que la universidad puede ofrecer. Seremos recibidos por ex estudiantes de HB Lee que asisten a la U de O ahora. Muchos de los acompañantes también serán ex estudiantes de HB Lee que se graduaron de la U de O. El viaje está financiado en su totalidad por la subvención. El único gasto para los estudiantes es la comida del día, si esto representa un obstáculo, tendremos algunas bolsas de almuerzo disponibles para los estudiantes que no tienen el dinero para comprar comida. Serán dejados en HB Lee alrededor de las 6:30 pm.

Itinerario:

8:30 am: Llegada a HB Lee

8:45 am a 9 am: Los autobuses salen de HB Lee

11:00am: Los autobuses llegan a la U de O en el ERB Memorial Unión (1395 University St, Eugene, OR 97403)

11:15 am-12:30 pm: Recorrido por el campus, visita a los dormitorios y aulas del campus, con preguntas y respuestas con ex alumnos de HB Lee / U de O

12:45 a.m.-3 p.m.: Camine hasta Matt Knight Arena y vea el juego de baloncesto

3:15pm-4:15pm-Regreso al ERB M.U. y comer.

4:30pm: Aborda los autobuses para el viaje de regreso

6:30 pm: Llegada a HB Lee para que los padres la recojan / caminen a casa

Nombre del estudiante (en letra de imprenta): _____

Nombre de los padres (en letra de imprenta): _____

Doy permiso para que mi estudiante en HB Lee MS asista a la excursión de la U de O el sábado 1 de marzo de 8:30 a.m. a 6:30 p.m.:

Firma de los padres:

¿Su estudiante tiene alergias que deberíamos conocer? _____ NO _____ YES

POR FAVOR, MARQUE UNO:

Cuando lleguemos a HB Lee a las 6:30 p.m., mi estudiante:

SERA RECOGIDO: _____ CAMINARA A CASA: _____



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: MYC Coast Ecology Trip

Type: Action Item Report / Presentation

Policy: IICA-AR: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

The Multnomah Youth Cooperative (MYC) program at RLA will take a five-day trip to the Oregon Coast. We will stay three nights in Oregon State Park yurts (4/7/25-4/9/25) and one night at the Oregon Coast Aquarium (4/10/25). This unique opportunity will allow students to experience coastal ecosystems, observe and learn about the role of Oregon's sand dunes, visit an estuary and identify the unique ecological and economic resources, observe and identify plant, tree, and wildlife in their habitat, learn, and practice leave no trace principles. We will learn about the PNW tribal history and land practices throughout our experiences and will have team building activities, discuss upcoming projects, and set goals. There will be two MYC Staff and 12 MYC Students on this trip.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The estimated cost of the trip is \$5461. This includes lodging, meals, transportation, educational materials, and instruction. This trip is funded by the M98 Grant funds allocated to the MYC program.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the RLA MYC coast ecology trip as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the principal and be brought to the attention of the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must no unduly delay the return of the bus to the school;
5. Chaperones will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 mile round trip must be board approved;

Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: RLA West Multnomah Youth Cooperative (MYC) School: RLA West

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: December 18, 2024

Date(s) of Activity: April 7-11, 2025

If sufficient space is not available on this form, supporting data should be attached.

1. **Purpose of the trip. (Complete related section on the next page.)**
2. List staff member(s) responsible for students. List all other supervisors on trip.
3 RLA staff members: Rachel Johnson (RLA MYC Crew Leader) and Rosalee Sandy (MYC Program Coordinator) and Chris Phelps (RLA Teacher).
3. School Equipment to be used:
RLA Proposes to use District Activity Vehicles 212 and 202. Both Rachel Johnson and Rose Sandy are approved RSD Activity Van drivers with valid Type 10/20 ODE permits.
4. Lodging:
We will spend three nights in State Park in yurts and one night at the Oregon Coast Aquarium.
5. Will Student Travel Insurance be obtained? _____ Yes X No
6. Estimated number of students: 12 Number of supervisors: 3
7. Parent permission slip on file: X Yes _____ No
8. Person or persons initiating request: Rose Sandy RLA MYC Program Coordinator Date: 12/18/24
9. Principal approval: Stacy Talus Date: 11/22/24

Decision: Preliminary approval to continue with planning _____ Yes _____ No

If denied, reason _____

Final Approval _____ Yes _____ No

District Activities Coordinator

Date

**Reynolds School District
PURPOSE OF TRIP**

1 List itinerary.

Proposed Itinerary:

Monday, April 7, 2025

8:30 Students arrive at school and begin loading vehicles
9:30-10:00 Groceries and supplies
10:00-5:00 Leave RLA and drive to Harris Beach State Park
5:00-6:00 Organize gear, go over expectations and rules
6:00-7:00 Dinner and clean up
7:00-10:00 Group teambuilding
10:00 Bedtime

Tuesday, April 8, 2025

6:45-7:30 Wake-up, pack gear for field studies
8:00-9:00 Eat breakfast
10:00-12:00 Forest Ecology hike and field studies
12:00-12:30 Lunch in the field
12:30-2:00 Crissey Field visitor center and coastal ecology
2:00-5:00 Drive to Jesse M. Honeyman State Park
5:00-7:00 Dinner prep, eat, clean-up
7:30-9:30 Visit Sand dunes, Learn about
9:30-10:00 Get ready for bed
10:15 Lights out

Wednesday, April 9, 2025

6:45-8:00 Wake-up, pack gear
8:00-9:00 Eat breakfast, pack lunches, clean up
9:30-1:00 Estuary education and extended field studies
1:00-1:30 Eat lunch
1:30-5:00 Tide pool field studies at Yaquina Outstanding Natural Area
5:00-5:30 Return to South Beach, showers and quiet time
5:30-7:00 Dinner preparation, eat, clean-up
7:00-8:30 Group Time
8:30-9:00 Get ready for bed
9:15 Lights out

Thursday, April 10, 2025

6:45-7:30 Wake-up, pack gear
7:30-8:00 Eat breakfast, pack lunches, clean up
9:00-12:00 Begin OCA grounds project
12:00-12:30 Eat lunch
12:30-4:00 Complete OCA grounds project
4:00-5:00 Return to South Beach, showers and quiet time
5:00-6:00 Pack for OCA overnight
6:00-10:00 Oregon Coast overnight Field trip begins

Friday, April 11, 2025

6:45-8:00 Wake-up, eat breakfast
8:00-10:00 OCA behind the scenes tour & Career connect
10:00-11:00 Group reflection
11:00-3:00 Drive to RLA,
3:00-3:45 Unload, clean gear and busses
3:15 Go home

2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?

The objectives of this trip are to experience coastal ecosystems, observe and learn about the role of Oregon’s sand dunes, visit an estuary and identify the unique ecological and economic resources, observe and identify plant, tree, and wildlife in their habitat, learn and practice leave no trace principles. Students will explore and identify uses of sustainable energy in communities, speak with partners about careers in parks, marine science, landscaping, and forestry. We will visit natural sites, participate in tours, guided field trips, and education centers. We are working with the Oregon Coast Aquarium to complete a service project on their grounds, in exchange for our work we are attending an overnight field trip in the OCA free of charge . While there we will have a behind the scenes tour of the facility, meet with animal trainers and biologists, as well as other staff. Students will have an opportunity to learn about the animals and their habitats, as well as education and volunteer opportunities that have lead to careers at the Oregon Coast Aquarium. Upon return, we will compare and contrast ecosystems from local forests with coastal forests, the effect of weather systems on forests, land, and wildlife.

3 How will the activities on the trip provide opportunities for students to obtain new skills, knowledge, insights or appreciations?

MYC students will study coastal ecology and marine biology at the Oregon Coast. We will work with staff from the Oregon Coast Aquarium to identify and remove invasive plants from their properties and learn about ocean plants and animals through an overnight educational experience, behind the scenes tour, talks with animal keepers and hear how they can work towards a career in marine biology and related fields. We will meet with park rangers at the Yaquina Outstanding Natural Area to observe tide pools and animals in their natural environment. Students will have an opportunity to learn about the animals and their habitats, as well as education and volunteer opportunities that have led to careers. We will also have a field study in the Oregon Redwood forest, students will observe and learn about Old Growth forests, Coastal Ecology and Ecosystems. We will visit the Crissey Field State Recreation site where we will learn about green technology, solar energy, and coastal conservation. These experiences allow students to learn hands-on while immersed in natural areas, education centers and tours. We will work directly with professionals to gain career connections

4. What effect does the trip have on other classes or programs?

This trip is part of the Career Technical Education curriculum associated with the Multnomah Youth Program.

5. Financial implications Estimated cost of trip \$ 5461. Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)

Item	Amount	TOTAL \$ 5461
Transportation	800 total miles x \$2.06 per mile (2 district activity vehicles)	\$ 3296
Lodging	5 yurts@ 4 nights \$62 per night 1 Group Yurt@1 days	\$ 1240 \$75
Food/ Supplies	15 people, 4 days	\$ 850
Oregon Coast Aquarium Behind the scene tour and admission	15 @ \$90 (1 free Chaperone)	(\$1350) Fee waived for MYC Stewardship

This trip is funded through the HECC/OYC Grant

6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).

RLA Proposes to use District Vehicles 212 and 202 for transportation to Newport, Oregon. Rachel Johnson and Rosalee Sandy, both certified Reynolds School District Activity Van Drivers (type 10/20 license) will be responsible for the driving of the vehicles.

7. Describe supervision plans to ensure maximum safety for students.

All students will adhere to the following guidelines and conditions while on the trip. Staff will be with students at all times to ensure maximum safety for students. We have created a schedule of activities and will review activity expectations before each activity so students are aware of where they should be, what they are doing and times for starting and stopping each activity.

Standard Reynolds School District rules and regulations will be enforced and followed. Appropriate disciplinary action will be taken if students are found to be in violation of any of these or MYC's expectations and staff will notify Stacy Talus/Garrett Jellesma of any issues as they arise.

Staff will carry cell phones and two-way radios, these numbers have been made available to Stacy Talus and Garrett Jellesma in case we need to be contacted.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: Reynolds Learning Academy

Description of field trip/activity: MYC Coastal/Marine Ecology Trip

Location/Destination: Newport, Oregon

Date(s) of field trip/activity: April 8, 2024-April 12, 2024

Name(s) of person in charge of field trip/activity: Rose Sandy, RLA Staff

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature Date

Parent Signature Date
(Complete student health history on next page.)

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Physician: _____

Telephone: _____

Last Tetanus Shot: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:
Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: MYC Desert Ecology Trip

Type: Action Item Report / Presentation

Policy: IICA-AR: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

MYC students will learn about high desert ecology, watersheds, plant ecology, native mammals, high desert forest systems, history, geology, and farming practices. They will compare their local community ecosystems with the High Desert and make connections. Student will visit the John Day Fossil Beds, Leslie Gulch Wilderness, Diamond Crater, Alvord Desert, Malheur National Wildlife Refuge, and experience the Alvord Ranch Beef education tour. Students will apply the concepts they have learned to future career and educational goals.

Students will have immersive educational experiences with high desert ecology, lava lands, geologic features, farm education and career presentations with state parks, geologists, and several volunteers. This trip meets all requirements for the MYC program objectives in co-curricular activities, goal setting, team building and reflection of accomplishments and achievements. Students will receive educational opportunities through hands-on experience and broadened community exposure. We will be reflecting on the projects we have been working on throughout the year, discussing human impact, land management practices and potential career opportunities.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The estimated cost of the trip is \$3297. This includes lodging, meals, transportation, educational materials, and instruction. This trip will be funded through MYC Program Grant funds.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the RLA MYC desert ecology trip as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the principal and be brought to the attention of the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must not unduly delay the return of the bus to the school;
5. Chaperones will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 mile round trip must be board approved;

Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: Multnomah Youth Cooperative (MYC) School: RLA

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: January 27, 2025 Date(s) of Activity: May 19-23, 2025

If sufficient space is not available on this form, supporting data should be attached.

1. **Purpose of the trip. (Complete related section on next page.)**
2. List staff member(s) responsible for students. List all other supervisors on trip.
3 RLA staff members: Rachel Johnson (RLA MYC Crew Leader) and Rosalee Sandy (MYC Program Coordinator) and Chris Phelps (RLA Teacher)
3. School Equipment to be used:
RLA Proposes to use District Activity Vehicles 212 and 202. Both Rachel Johnson and Rose Sandy are approved RSD Activity Van drivers with valid Type 10/20 ODE permits.
4. Lodging: We will spend four nights camping in tents; one night at Unity State Park, two nights at Alvord Desert Campground, and one night at Tumalo State Park.
5. Will Student Travel Insurance be obtained? _____ Yes X No
6. Estimated number of students: 12 Number of supervisors: 3
7. Parent permission slip on file: X Yes No
8. Person or persons initiating request: Rosalee Sandy, MYC Program Coordinator
9. Principal approval: Stacy Talus. Date: 1/27/2025

Decision: Preliminary approval to continue with planning X Yes _____ No

If denied, reason _____

Final Approval _____ Yes _____ No

District Activities Coordinator

Date

Reynolds School District

PURPOSE OF TRIP

1. List itinerary.

Proposed Itinerary:

Monday, May 19, 2025

8:30	Students arrive at school and begin loading vehicles
9:30	Leave RLA
10:00-1:00	Drive to John Day Fossil Bed National Monument
2:00-4:00	Thomas Condon Visitor Center
4:00-5:30	Drive to Unity lake, set up camp
5:30-7:30	Dinner preparation, eat, clean-up
7:30-8:00	Field lessons on Leave No Trace and Outdoor Ethics
8:00-9:00	Group Time, Team building activities
9:00-9:30	Get ready for bed
9:30	Lights out

Tuesday, May 20, 2025

6:00-7:00	Wake up
7:00-9:00	Eat breakfast, pack up camp
9:00-12:30	Drive to Leslie Gulch Wilderness Study Area
12:00-12:30	Eat lunch
12:30-2:30	Desert Ecology Field Studies
2:30-6:00	Drive to Alvord Campground, set up camp
6:00-7:00	Dinner preparation, eat, clean-up
6:30-8:00	Alvord Desert Ecology, Geology, History
8:00-10:00	Group Time
10:00	Get ready for bed
10:30	Lights out

Wednesday, May 21, 2025

7:00-8:00	Eat breakfast, pack lunches, clean up
9:00-1:00	Alvord Ranch Education Tour
1:00-1:30	Lunch
1:30-6:00	Steens Mountain Wilderness Ecology
6:30-8:00	Dinner
8:00-10:00	Group time
10:30	Lights out

Thursday, May 22, 2025

7:00-8:00	Eat breakfast, pack lunches, clean up
9:00-12:00	Drive to Diamond Craters
12:00-12:30	Lunch
12:30-1:30	Group Hike & Geology

1:30-5:00	Drive to Tumalo State Park
5:00-6:00	Set up Camp
6:00-8:00	Dinner in Bend
8:00-10:00	Group Reflection
10:00	Get ready for bed
10:30	Lights out

Friday, May 23, 2025

7:00—9:30	Wake up, eat, pack lunches and gear
9:30-11:30	Drive to Smith Rock
11:30-12:30	Lunch
12:30-3:00	Unload, clean gear and busses
3:15	Go home

2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?

MYC students will learn about high desert ecology, watersheds, plant ecology, native mammals, high desert forest systems, history, geology and farming practices. They will compare their local community ecosystems with the High Desert and make connections. Student will visit the John Day Fossil Beds, Leslie Gulch Wilderness , Diamond Crater, Alvord Desert, Malheur National Wildlife Refuge and experience the Alvord Ranch Beef education tour. Students will apply the concepts they have learned to future career and educational goals.

Education Goals

Education: Integration of classroom and field experience.

- 1)** Makes connections in basic core curriculum, through experiential education.
- 2)** Environmental and Natural resources Science
 - a. Desert Climatology, Ecology Study and Geologic Road Tour
 - b. Groundwater, Springs, Water Cycle and Watershed Influences Studies
 - c. Macroinvertebrate and Water Quality Study
 - d. Field Studies of Local Plants and Wildlife
 - e. Geology Study: Volcanoes, Glaciers, and Hydrology at Newberry National Volcanic Monument
 - f. Fire Ecology Study of Central Oregon

3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?

Students will have immersive educational experiences with high desert ecology, lava lands, geologic features, farm education and career presentations with state parks, geologists and several volunteers. This trip meets all requirements for the MYC program objectives in co-curricular

activities, goal setting, team building and reflection of accomplishments and achievements. Students will receive educational opportunities through hands-on experience and broadened community exposure. We will be reflecting on the projects we have been working on throughout the year, discussing human impact, land management practices and potential career opportunities.

4. What effect does the trip have on other classes or programs?

This trip is part of the Career Technical Education curriculum associated with the Multnomah Youth Program.

5. Estimated cost of trip \$ 3,297 . Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)

This trip is funded through the MYC Grant funds.

Item	Amount	TOTAL \$ 3297
Transportation	800 total miles x \$2.06 per mile (2 district activity vehicles)	\$ 2313
Lodging	Campsites (15 people, 4 nights)	\$834
Food/ Supplies	15 people, 5 days	\$ 1250
Alvord Ranch Tour	15 people	Fee waived

This trip is funded through MYC Grant Funds

6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).

RLA Proposes to use District Vehicles 212 and 202 for transportation. Rachel Johnson and Rosalee Sandy, both certified Reynolds School District Activity Van Drivers (type 10/20 license) will be responsible for the driving of the vehicles.

7. Describe supervision plans to ensure maximum safety for students.

All students will adhere to the following guidelines and conditions while on the trip. Staff will be with students at all times to ensure maximum safety for students. We have created a schedule of activities and will review activity expectations before each activity so students are aware of where they should be, what they are doing and times for starting and stopping each activity.

Standard Reynolds School District rules and regulations will be enforced and followed. Appropriate disciplinary action will be taken if students are found to be in violation of any of these or MYC's expectations and staff will notify Stacy Talus/Garrett Jellesma of any issues as they arise.

Staff will carry cell phones and two-way radios, these numbers have been made available to Stacy Talus and Garrett Jellesma in case we need to be contacted.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: Reynolds Learning Academy

Description of field trip/activity: MYC Desert Ecology and Geology

Location/Destination: Eastern Oregon

Date(s) of field trip/activity: May 19-23, 2025

Name(s) of person in charge of field trip/activity: Rose Sandy, MYC Program Coordinator

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature
(Complete student health history on next page.)

Date

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Physician: _____

Telephone: _____

Last Tetanus Shot: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:
Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.
Activity:

Parent/Guardian Signature

Date



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: RHS Spring Choir Tour

Type: Action Item Report / Presentation

Policy: IICA: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|---|
| <input type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

RHS Choir Tour to Seattle, Washington to compete in the Music in the Parks Choral Festival, May 29-31.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The estimated cost of this trip is \$350 per student. There have been numerous fundraising activities throughout the year and scholarships are available.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the RHS choir tour as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Code: **IICA-AR**
Adopted: 12/08/10
Revised/Reviewed: 10/09/13

Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the board through the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must not unduly delay the return of the bus to the school;
5. Chaperons will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 miles out-of-state, one-way or any overnight travel must have prior board approval.

CLEAR

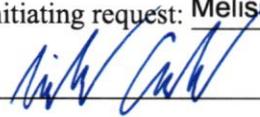
Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: Reynolds High School Pro Cantorum Choir School: Reynolds High School

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: Dec. 1st 2024 Date(s) of Activity: May 29th -31st

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
See Attached
2. List staff member(s) responsible for students. List all other supervisors on trip.
Melissa Albert, and Parent Volunteers, will update list once approved for planning
3. School equipment to be used:
School Bus or Tour Bus
4. Lodging:
See Attached
5. Will Student Travel Insurance be obtained? Yes No
6. Estimated number of students: 40 Number of supervisors: 5-8
7. Parent permission slip on file: Yes No
8. Person or persons initiating request: Melissa Albert Date: Dec 1st 2024
9. Principal approval:  Date: 11/22/25

Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
PURPOSE OF TRIP

1. List itinerary.
See Attached

2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?
We will be singing in a choir festival and competition. A chance to take the skills we have gained this year and put them to use in a competitive environment.

3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?
See Attached itinerary and document

4. What effect does the trip have on other classes or programs?
Students will miss one day of school.

5. Estimated cost of trip \$\$350 per person. Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)
See Fundraising Calendar and price Estimate

6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).
School bus or tour bus

7. Describe supervision plans to ensure maximum safety for students.
Hotel has overnight security, groups of no more than 8 students per adult.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: _____

Description of field trip/activity: _____

Location/Destination: _____

Date(s) of field trip/activity: _____

Name(s) of person in charge of field trip/activity: _____

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature

Date

(Complete student health history on next page.)

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Medical Contact Information:

Physician: _____

Telephone: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:

Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date

~Purpose of Trip – RHS CHOIR TOUR~

Purpose of Trip Questions: 2 & 3

Choir tours serve multiple purposes that are beneficial for the development and growth of the music program. Some of the key objectives include:

- **Performance Opportunities:** One of the primary objectives of a tour is to provide the members with opportunities to showcase their talent and hard work through performances at various venues. These performances can range from local churches to prestigious concert halls, allowing the choir to reach diverse audiences and gain valuable experience in performing in different settings.
- **Cultural Exchange:** Choir trips often involve traveling to different cities, states, or even countries, providing choir members with the opportunity to immerse themselves in different cultures. This exposure helps broaden their perspectives, fosters cultural appreciation, and enhances their understanding of music's universal language.
- **Team Building and Camaraderie:** Tours offer a unique setting for members to bond with one another outside of regular rehearsals. Through shared experiences such as travel, performances, and social activities, students develop stronger relationships, trust, and teamwork skills that can positively impact their musical collaboration in class.
- **Educational Enrichment:** Tours include workshops, masterclasses, or collaborations with other musicians, offering educational opportunities that go beyond what can be achieved in a traditional classroom setting. These experiences can enhance the students' musical skills, knowledge, and appreciation for different styles of music.
- **Personal Growth:** Participating in a tour we can also contribute to personal growth by challenging individuals to step out of their comfort zones, adapt to new environments, and overcome obstacles together as a team. These experiences foster resilience, confidence, and self-discovery among choir members.

Relationship to Class Experiences:

The experiences provided on a choir trip are closely related to the class in several ways:

- **Applied Learning:** The skills acquired during a tour, such as stage presence, vocal technique, ensemble performance, and musical interpretation, directly translate into improved performance abilities in class. The real-world application of these skills reinforces classroom learning and motivates students to strive for excellence in their musical pursuits.
- **Enhanced Collaboration:** The teamwork and camaraderie developed during a choir trip carry over into the classroom environment, fostering a sense of unity among choir members. This enhanced collaboration can lead to improved rehearsal efficiency, communication skills, and overall cohesion within the ensemble.
- **Cultural Appreciation:** Exposure to different communities during a choir trip enriches students' understanding of music's cultural context and history. This newfound vision for the wider world around us can inspire students to explore a wider repertoire of music styles in class and approach their performances with greater depth and authenticity.

Fundraising Calendar	Expected Profit	Actual	Notes
Sept			
Oct			
	Cookie Dough Fundraiser	\$450	\$450
Nov			
	Cookie Dough Fundraiser		
	Hot Topic Grant	10000	
Dec			
	Donation Dash/ Direct Give Model	400+	\$300 General Funds/Scholarship Students
Jan			
	Chocolate Sales	\$28/Box \$2800	Mezclada going into general funds/Scholarship stu
February			Individual sales into individual accounts for PRO
	Chocolate Sales	\$300	
March			
	Deposit DUE		
April			
	Donation Dash	400+	General Funds/Scholarship students
May			

Itinerary 2025	
Time	Event
May 29th	After School
3:45	Arrive in RHS Classroom <i>1698 SW Cherry Park Rd, Troutdale, OR 97060</i>
4:00	Depart for Seattle Arrive at Scatter Creek Rest Area (approximate) <i>Rochester, WA 98579</i>
8:00	Ferry to Bainbridge Island-Dinner in Bainbridge <i>DROP OFF: 270 Olympic Drive SE, Seattle, WA, 98110</i>
9:30	Startgazing Tour <i>PICK UP: 270 Olympic Drive SE, Seattle, WA, 98110</i>
11:30	Ferry back to Seattle
11:30	Hotel for the night <i>401 8th St SW, Auburn, WA 98001</i>
May 30th	
7:30	Wake Up Call
8:00 AM	Breakfast in Hotel
9:00	Depart for University of Washington School of music tour <i>1410 NE Campus Pkwy, Seattle, WA 98195</i>
12:00	MOPOP Museum <i>325 5th Ave N, Seattle, WA 98109</i>
1:30	Pike Place Market <i>Groups with Chaperones, 1531 Western Ave, Seattle, WA 98101</i>
3:30	Arrive at Red Robin <i>1101 Alaskan Way, Seattle, WA 98101</i>
5:00	Walk to Mariners Stadium-25 min walk <i>1250 1st Ave S, Seattle, WA 98134</i>
7:10	Game Begins
10:00	Depart stadium for hotel <i>401 8th St SW, Auburn, WA 98001</i>
11:15	In rooms for the night-Lights out
May 31st	
7:00	Breakfast begins
8:45	Depart for Stadium High School- Load Bus and In Performance Clothing <i>111 N E St, Tacoma, WA 98403</i>
9:15-12:00	Watch Middle School Choir Festival- <i>PACK SNACK FROM BUS</i>
12:00	Choir Warm Up Room
12:20	ACMS Performance
12:40	Depart for Lunch at Tacoma Mall (Time To change Clothing) <i>4502 S Steele St, Tacoma, WA 98409</i>
1:45	Depart Tacoma Mall for Wild Waves <i>36201 Enchanted Pkwy S, Federal Way, WA</i>

2:00	Free Time at Wild Waves with partner	
5:30	Award Ceremony in park	
6:00	Depart for Reynolds High School	
	<i>1698 SW Cherry Park Rd, Troutdale, OR 97060</i>	
	<i>Stop for dinner on the way home- Safeway and fast food options</i>	
9-10PM	Arrive at Reynolds High School	



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Reynolds High School Varsity Baseball Overnight Spring Break Trip

Type: Action Item Report / Presentation

Policy: IICA: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|---|
| <input type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

The Reynolds High School varsity baseball team is scheduled in a four-day, four-game tournament in Boise, ID. The tournament is jointly run by several high schools in the Boise area. Reynolds High School's inclusion in this event was finalized during the State-wide Scheduling Committee during the April 2024 meeting. The trip will involve 14 student-athletes.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The total estimated cost of the trip is \$4000. The estimated expenses for lodging will not exceed \$2000 and will be covered from funds currently available in the RHS Baseball ASB account. The transportation expenses for the district van will be paid from the Reynolds High School Athletics Transportation allotment for the 2024-25 school year. Meals will be provided by parent volunteers who attend the tournament. Money for any additional meals will be covered through fundraising. No player will be excluded.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the RHS Varsity Baseball Team's trip request as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the board through the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must no unduly delay the return of the bus to the school;
5. Chaperons will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 miles out-of-state, one-way or any overnight travel must have prior board approval.

Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: Reynolds Baseball School: Reynolds High School

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: 1.23.25 Date(s) of Activity: 1.19.25 - 1.22.25

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
Baseball Tournament in Boise, Idaho
2. List staff member(s) responsible for students. List all other supervisors on trip.
Kyle Swoboda, Christian Mead, Cody Gleason
3. School equipment to be used:
14 passenger Van
4. Lodging:
LaQuinta Inn: 2613 S Vista Ave, Boise, ID 83705
5. Will Student Travel Insurance be obtained? Yes No
6. Estimated number of students: 14 Number of supervisors: 3
7. Parent permission slip on file: Yes No
8. Person or persons initiating request: Kyle Swoboda Date: 1.23.25
9. Principal approval:  Date: 1-24-25

Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
PURPOSE OF TRIP

1. List itinerary.
Wednesday, 3/19/2025
DEPART: @ 9:00am from Reynolds Middle School
- Coach Swoboda will drive a RSD van that players will ride
- Coach Mead will take all players baseballs bags and clothes bag in his vehicle
2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?
The Reynolds High School varsity baseball team is scheduled in a four-day, four-game tournament in Boise, ID. The tournament is jointly run by several high schools in the Boise area. Reynolds High School's inclusion in this event was finalized during the
3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?
This trip will provide valuable educational experiences in Character Education and Personal Responsibility, as well as teaching integrity and ethics, developing teamwork and promoting positive self-esteem. In addition, participants will be expected to serve as outstanding representatives of Reynolds High School, and our baseball program.
4. What effect does the trip have on other classes or programs?
This trip will have no negative effect on other classes and programs
5. Estimated cost of trip \$4000. Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)
The estimated expenses for lodging will not exceed \$2000; to be covered from funds currently available in the Reynolds High School Baseball ASB account. The transportation expenses for the district van will be paid from the Reynolds High School Athletics Transportation allotment for the 2024-25 school year. Meals will be provided
6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).
The head baseball coach, Kyle Swoboda, will drive the team in a school district van. Additional chaperones for this trip will include; Assistant Baseball Coaches; Christian Mead, Cody Gleason. Coach Swoboda has his 10/20 license through RSD.

Coach Mead, will drive his personal vehicle and transport all necessary equipment.
7. Describe supervision plans to ensure maximum safety for students.
Players' room assignments will be designated by the coaching staff. Coaches will establish "lights-out" times and perform regular "bed-checks." Coaches will also offer direct supervision of all other activities.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: Reynolds High School

Description of field trip/activity: Baseball Tournament in Boise, Idaho

Location/Destination: Boise, Idaho: 2613 S Vista Ave, Boise, ID 83705

Date(s) of field trip/activity: 3.19.25 - 3.22.25

Name(s) of person in charge of field trip/activity: Kyle Swoboda

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature

Date

(Complete student health history on next page.)

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Medical Contact Information:

Physician: _____

Telephone: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:
Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Reynolds High School Varsity Baseball Overnight Spring Break Trip

Type: Action Item Report / Presentation

Policy: IICA: Field Trips and Special Events

Date: January 23rd, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|---|
| <input type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

The Reynolds High School varsity baseball team is scheduled in a four-day, four-game tournament in Boise, ID. The tournament is jointly run by several high schools in the Boise area. Reynolds High School's inclusion in this event was finalized during the State-wide Scheduling Committee during the April 2024 meeting. The trip will involve 14 student-athletes.

The team will depart from Reynolds Middle School on Wednesday, March 19, 2025 and travel by district van to Boise, ID. The team will depart from Reynolds Middle School at 9:00am. Arrival time will be at 4:00pm at the LaQuinta Inn 2613 S Vista Ave, Boise, ID 83705.

The team will play one game on Thursday, March 20th, two games on Friday, March 21st, and one game on Saturday, March 22nd at 10:30am. The team will depart for Reynolds Middle School after the conclusion of the game on Saturday; however, it is likely that they will stop for lunch/dinner prior to arriving in Fairview.

The head baseball coach, Kyle Swoboda, will drive the team in a school district van. Additional chaperones for this trip will include Assistant Baseball Coaches, Christian Mead and Cody Gleason

Coach Mead will drive his personal vehicle and transport all necessary equipment. Small garment bags may be retained with players on the van – as permitted by district transportation guidelines.

Players' room assignments will be designated by the coaching staff. Coaches will establish "lights-out" times and perform regular "bed-checks." Coaches will also offer direct supervision of all other activities.

Previous Board Action:

This trip is similar to the board approved trip the varsity baseball team took in 2023 over spring

break to Boise, ID.

Financial Implications:

The estimated expenses for lodging will not exceed \$200; to be covered from funds currently available in the Reynolds High School Baseball ASB account. The transportation expenses for the district van will be paid from the Reynolds High School Athletics Transportation allotment for the 2024-25 school year. Meals will be provided by parent volunteers who attend the tournament. Kids will be taken care of for meal money through fundraising opportunities before we leave for the trip. No player will be excluded.

Motion:

A. Motion Made by Board Member:

I move that the Board approve the Reynolds High School Varsity Baseball Team's overnight trip request, as presented.

a. for Reynolds High School students as presented.

B. Motion Seconded by Another Board Member

C. Points of Clarification / Discussion

D. Call for Board Vote



TRIP ID
TRIP DATE 3-19/3-22

FIELD TRIP REQUEST FORM

Originating School **Reynolds High School** Date of Trip Departure **3.19.25** Return Date of Trip **3.22.25**
 Destination Name **LaQuinta Inn** Grade Level **10-12** # of Adults **3**
 Destination Address **2613 S Vista Ave, Boise, ID 83705** # of Students **14**
 Requesting Teacher **Kyle Swoboda** # of Wheelchairs
 Departure Time From School **9:00 am** Where should buses load at the School **Front of School**
 Departure Time From Destination **1:00 pm** Trip Description **Baseball Tournament in Boise, ID**

**Please see the required departure times on the PowerPoint, provided to your School Secretary

*If more than one destination, please list the name, address, and planned departure time on a separate sheet. Submit with this form.

Contact Teacher's Name & Cell Phone # **Kyle Swoboda503-409-9474**

TRANSPORTATION

Trip Type **Reimbursable**

Reimbursable trips are an extension of the classroom (a lesson plan MUST be attached to the Field Trip Request) and will be billed at 30%. Non-reimbursable trips are: athletic trips, competition drama, music, etc, traveling beyond 100 miles of the Oregon border, summer school transportation and any other trip that is not an extension of the classroom, will be billed at 100%.

Number of Buses Requested - for elementary school trips, no more than 72-76 people per bus. For middle school & high school trips, no more than 52-56 people per bus. **1-14passengervan**

Allowable Field Trip Hours: Earliest departure from originating school is 9:05am, must be back to originating school by 2:00pm.
Late Start Day Hours: Earliest departure from originating school is 10:00am, must be back to originating school by 2:00pm.

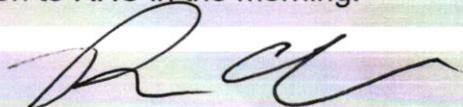
FUNDING SOURCE

Budget Code (Object Code = third series of #'s in the budget code must be 0331 or 0332)

Grant Name & Number

Outside Source (Billing Entity Name, Contact Person, Billing Address & Phone Number)

We are aware that Monday is a late start. Students attending the field trip will provide their own transportation to RHS in the morning.


REQUESTING TEACHER'S SIGNATURE

1/23/25
DATE


APPROVING SCHOOL ADMINISTRATOR'S SIGNATURE

1-24-25
DATE

Once The Field Trip Is Approved, You Need To:

- Have the school secretary enter the trip into Traversa.
- Notify cafeteria manager if any meals or snacks will be required for the trip, note food allergies if known
- You are responsible for lodging and meals for the driver(s).
- Please review the Reynolds School District Policy, to see if School Board approval is required.
- If Reynolds School Board approval is required, please attach the approved RSD Board Meeting Minutes.
- Review the Bus Rules



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: OSAA Dance and Drill State Championships

Type: Action Item Report / Presentation

Policy: IICA: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|---|
| <input type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

The OSAA Dance and Drill State Championships take place in Salem on March 21 and 22.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The estimated expenses for lodging will not exceed \$800. This will be covered from funds currently available in the Reynolds High School Dance Team ASB account. The transportation will be provided through bussing by the Reynolds School District. Meals will be provided by parent volunteers who attend the competition.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the RHS Dance and Drill Team trip as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Code: **IICA-AR**
Adopted: 12/08/10
Revised/Reviewed: 10/09/13

Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the board through the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must no unduly delay the return of the bus to the school;
5. Chaperons will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 miles out-of-state, one-way or any overnight travel must have prior board approval.

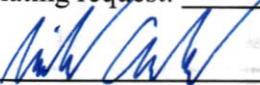
Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: Reynolds Dance Team School: Reynolds High School

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: 01/27/25 Date(s) of Activity: 03/21 - 03/22/25

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
Attending the OSAA Dance and Drill State Championships
2. List staff member(s) responsible for students. List all other supervisors on trip.
Head Coach, Elle Marlett, and Assistants, Alyssa Paulson and Manuel Hernandez-Rojas.
3. School equipment to be used:
None
4. Lodging:
Days Inn by Wyndam Black Bear; 1600 Motor Ct. NE Salem, OR 97301
5. Will Student Travel Insurance be obtained? Yes No
6. Estimated number of students: 18 Number of supervisors: 3
7. Parent permission slip on file: Yes No
8. Person or persons initiating request: Elle Marlett Date: 01/27/25
9. Principal approval:  Date: 2-12-25

Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
PURPOSE OF TRIP

1. List itinerary.
See attached for last years detailed schedule. I will have a more detailed schedule once I receive more information on times and when we will be competing from the OSAA.
2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?
To compete in State Championships that they have been working towards all season.
3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?
It will help our team grow as athletes and competitors. State Championships is a really unique and memorable experience for students. It is the culminating event of the year. We attend with a goal of placing, but win or lose it is an enriching experience for them.
4. What effect does the trip have on other classes or programs?
They would need to leave school early on Friday, March 21st, so they would be missing part of one school day. If they compete both days, they will need to miss all of Friday.
5. Estimated cost of trip \$1,000. Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)
The team has been fundraising all year and the trip will be paid for out of the Dance Team ASB Account.
6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).
We would like to request a bus to take us to and from State and stay in Salem with us for trips between the hotel and pavilion. I will be driving separately to carry all of the team gear and have a car for any needs. I drive a 2017 Honda Civic.
7. Describe supervision plans to ensure maximum safety for students.
The team will remain with coaches for the entirety of the trip. Between my assistant coaches, myself, and parent room helpers at the competiton there will always be an adult present with the team. At championships there will be a trainer available to assess any injuries if they should occur.

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Medical Contact Information:

Physician: _____

Telephone: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:

Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date



TRIP ID [redacted]
TRIP DATE 3/21-3/22/25

FIELD TRIP REQUEST FORM

Originating School **Reynolds High School** Date of Trip Departure **3/21/25** Return Date of Trip **3/22/25**
 Destination Name **Salem Pavilion** Grade Level **9-12** # of Adults **3**
 Destination Address **2330 17th St. NE Salem, OR 97301** # of Students **18**
 Requesting Teacher **Elle Marlett** # of Wheelchairs **0**
 Departure Time From School **10:00am** Where should buses load at the School **Gym Complex**
 Departure Time From Destination **9:00pm** Trip Description **OSAA Dance & Drill State Championsht**

**Please see the required departure times on the PowerPoint, provided to your School Secretary

*If more than one destination, please list the name, address, and planned departure time on a separate sheet. Submit with this form.

Contact Teacher's Name & Cell Phone # **Elle Marlett (503) 962-0838**

TRANSPORTATION

Trip Type **Non-reimbursable**

Reimbursable trips are an extension of the classroom (a lesson plan MUST be attached to the Field Trip Request) and will be billed at 30%. Non-reimbursable trips are; athletic trips, competition drama, music, etc, traveling beyond 100 miles of the Oregon border, summer school transportation and any other trip that is not an extension of the classroom, will be billed at 100%.

Number of Buses Requested - maximum bus capacity 50-52 people per bus **1**

Allowable Field Trip Hours: Earliest departure from originating school is 9:15am, must be back to originating school by 2:00pm.
Late Start Day Hours: Earliest departure from originating school is 10:25am, must be back to originating school by 2:00pm.

FUNDING SOURCE

Budget Code (Object Code = third series of #'s in the budget code must be 0331 or 0332) **N/a**
 Grant Name & Number **N/a**
 Outside Source (Billing Entity Name, Contact Person, Billing Address & Phone Number) **N/a**

FUNDING FROM REYNOLDS DANCE ASB ACCOUNT

Yes

Elle Marlett
REQUESTING TEACHER'S SIGNATURE

1/27/25
DATE

Mark Cook
APPROVING SCHOOL ADMINISTRATOR'S SIGNATURE

2-12-25
DATE

Once The Field Trip Is Approved, You Need To:

- Have the school secretary enter the trip into Traversa.
- Notify cafeteria manager if any meals or snacks will be required for the trip, note food allergies if known
- You are responsible for lodging and meals for the driver(s).
- Please review the Reynolds School District **Policy**, to see if School Board approval is required.
- If Reynolds School Board approval is required, please attach the approved RSD Board Meeting Minutes.
- Review the Bus **Rules**

OSAA Dance & Drill State Championships

Friday, March 21st, 2025

Wearing team shirt and team jacket

11:45 am - Board bus at Reynolds

1:00 pm - Arrive, get checked into hotel and settled

2:45 pm - Head to the Pavilion to watch Day 1. We're there to support and have fun!

3:00 pm - Round begins

7:00 pm - Back to the hotel & Dinner!

8:00 pm - State Letters and Gift Exchange

9:30 pm - Everyone in their rooms going to bed

10:00 pm - Lights out

Saturday, March 22nd, 2025

Wearing a State shirt, team jacket, and black bottoms. Hair pulled back or already done for floor practice

7:00 am - Wake up and get ready to go

7:30 am - Breakfast

8:00 am - Checkout and head to the pavilion

8:30 am - Start Hair and Makeup

10:00 am - Head down for floor practice (Stretch / Warmup)

10:15 am - Floor Practice *wearing Hypnosis shirt with black bottoms

- we only get 5 minutes HUSTLE!

10:30 am - Finish Hair and Makeup (**EVERYONE needs to be DONE by 12:30**)

1:00 pm - Grand Finale Rehearsal

Team photo time will be scheduled day of

2:00 pm - Costumes on!

2:20 pm - Warm up / Stretch / Mental Walk Through

2:40 pm - Head Down to the Team room

3:00pm - Competition Begins

3:00 pm - Performance Time ~ Last time EVER. Give it your all ❤️

3:15 pm - Lunch!

3:45 pm - Watch and cheer for the rest of the performances. Have fun with your team!

6:00 pm - Costumes back on (If you changed) for Drill, Grand Finale, & Awards

6:30 pm - Approx. Drill Down time. Good luck! 😊

7:00 pm - Approx. Grand Finale Time!

7:15 pm - Approx. Awards Time

8:00 pm - Head back to clean/pack up

8:30 pm - Board the bus to head back to Reynolds! **Let coaches know if you won't be on the bus**

9:30 pm - Approx. Arrival at Reynolds, parents be sure to arrange them a ride home! I will send band updates if times vary!

Check List

Costumes:

- Costume Bag (Make sure everything is in it!)
 - Pom costume, Traditional costume, Hip Hop Costume
- Capezio Canvas Shoes
- Hip Hop Shoes
- Dance Tights
- Any Bra/Sports bra you're comfortable performing in ****can't be seen through costumes****
- Shoes for Drill Down

Makeup:

- Team Makeup Bag (Lipstick, Lip liner)
- Primer or Face moisturizer
- Foundation of your choice
- Sponge or Brush to apply
- Concealer (Optional)
- Eyebrow pencil (Optional)
- Black Mascara
- Black eyeliner pencil/crayon (For waterline)
- Makeup wipes
- Small Mirror

Hair:

- Brush / Comb
- Hair ties (match your hair color)
- Bobby pins (match your hair color)
- Hairspray

Other:

- Secret Sibling Gift
- Blanket/Pillow
- Water bottle
- Deodorant (that won't mark costumes)
- Snacks for the trip!
- Feminine hygiene products if needed
- Money for concessions/ state gear if desired (Cash will be best)

Hotel:

- Pajamas
- Toothbrush/Toothpaste
- Anything you need overnight.

REMEMBER ~ Everything will need to go to the pavilion with you on day 2 after we checkout. We have limited team space, so pack lightly. Only the necessities!



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: SOLVE Beach Cleanup Trip with RHS APISU, MSA & LSU

Type: Action Item Report / Presentation

Policy: IICA: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|---|
| <input type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

In an effort to provide a collaborative, multi-club volunteer service and community-building learning opportunity for members of the RHS Asian Pacific Islander Student Union (APISU), RHS Muslim Student Association (MSA), and RHS Latino Student Union (LSU), the groups plan to attend a one-day SOLVE Beach Cleanup event at Lincoln City, Oregon. While there, students representing multiple affinity groups will work together to maintain marine habitat and the beauty of the coast by removing garbage and harmful debris from sand dunes under the supervision of Oregon SOLVE. The students will gain valuable cooperative skills, serve their community, and have an opportunity to learn about Oregon coastal ecology. It will be an honor for our students and staff to participate in this event while representing three of Reynolds School District's strongest assets: student diversity, collaborative unity, and service to community.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

This trip will be paid for from the APISU ASB account. The estimated cost of this trip is \$755. This cost is entirely for transportation – registration for this SOLVE event is free and lunch will be provided.

Motion:

- A. Motion Made by Board Member:

- a. I move that the Board approve the club volunteer trip to Lincoln City as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Code: **IICA-AR**
Adopted: 12/08/10
Revised/Reviewed: 10/09/13

Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the board through the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must no unduly delay the return of the bus to the school;
5. Chaperons will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 miles out-of-state, one-way or any overnight travel must have prior board approval.

Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: RHS APISU, MSA & LSU School: Reynolds High School

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: 1/24/25 Date(s) of Activity: 4/19/25

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
Community service at Oregon SOLVE Spring Beach Cleanup Event
2. List staff member(s) responsible for students. List all other supervisors on trip.
Annarie Wergeland, Abby Welter, Aisha Awo & Erika Mosqueda
3. School equipment to be used:
School bus transportation
4. Lodging:
None - this event will be a one day trip only
5. Will Student Travel Insurance be obtained? Yes No
6. Estimated number of students: 40 Number of supervisors: 4
7. Parent permission slip on file: Yes No
8. Person or persons initiating request: Annarie Wergeland Date: 1/24/25
9. Principal approval: *Nick Cahn* Date: 1-29-25

Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
PURPOSE OF TRIP

1. List itinerary.
Depart RHS at 7:45am, arrive at Lincoln City Parks & Rec at 10:00am for beach cleanup event from 10:00am-11:30am at lowest tide. Picnic lunch 12:00pm-1:30pm, depart Lincoln City at 1:45pm. Arrive back at RHS at 4:00pm.
2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?
Collaboration between the RHS Asian Pacific Islander Student Union, RHS Muslim Student Association & RHS Latino Student Union to protect marine life and maintain the beauty of our coast.
3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?
Removing plastic, cigarette butts and other garbage from sand dunes to protect shore birds, marine animals and coastal habitat from harmful debris. APISU, MSA & LSU students will clean in mixed small groups to promote cooperation and group safety.
4. What effect does the trip have on other classes or programs?
4/19 is a Saturday, so our students will not miss any classes.
5. Estimated cost of trip \$\$755. Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)
APISU ASB and early spring fundraising
6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).
1 school bus and 1 bus driver, please
7. Describe supervision plans to ensure maximum safety for students.
1 adult per 10 students, focus on cleaning debris from sand dunes, so students/staff near water line. Participants wear close-toed shoes and warm clothes, SOLVE provides trash bags and gloves. APISU, MSA & LSU provide hand sanitizer, picnic food & reusable water bottles. Public restrooms are near beach access/drop-off site.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: Reynolds High School

Description of field trip/activity: SOLVE Beach Cleanup Event

Location/Destination: Lincoln City Parks & Recreation @ NW 26th St. Beach Access

Date(s) of field trip/activity: Saturday, April 19, 2025

Name(s) of person in charge of field trip/activity: Annarie Wergeland

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature

Date

(Complete student health history on next page.)

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Medical Contact Information:

Physician: _____

Telephone: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:

Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

Sent for board approval 1/29

To: Board of Directors
From: Frank Caropelo, Superintendent
Subject: SOLVE Beach Cleanup Trip with RHS APISU, MSA & LSU
Type: [X] Action Item [] Report / Presentation
Policy: IICA: Field Trips and Special Events
Date: Saturday, April 19, 2025

Connection to Strategic Plan Goal Topics:

- [] Marginalized Students [] Culturally Responsive Teaching
[X] Student and Staff Wellness [] Professional Development

Summary / Background:

In an effort to provide a collaborative, multi-club volunteer service and community-building learning opportunity for members of the RHS Asian Pacific Islander Student Union, RHS Muslim Student Association and RHS Latino Student Union, the co-advisors of APISU, MSA and LSU would like to recommend that students attend a one-day SOLVE Beach Cleanup event at Lincoln City, Oregon. While there, students representing multiple affinity groups will work together to maintain marine habitat and the beauty of the coast by removing garbage and harmful debris from sand dunes under the supervision of Oregon SOLVE. The group plans to depart from and return to RHS on Saturday, April 19th. The Reynolds High School students will gain valuable cooperative skills, serve our community, and have an opportunity to learn about Oregon coastal ecology. It will be an honor for our students and staff to participate in this event while representing three of Reynolds School District's strongest assets: student diversity, collaborative unity, and service to community.

Previous Board Action:

This is the first request on behalf of RHS students to participate in a SOLVE beach cleanup event.

Financial Implications:

This will be paid for out of the APISU ASB account. The estimated cost of this trip is \$755. This cost is entirely for transportation; registration for this SOLVE event is free and lunch will be provided.

Motion:

- A. Motion Made by Board Member:
a. I move that the Board approve the for Reynolds High School students as presented.
B. Motion Seconded by Another Board Member
C. Points of Clarification / Discussion
D. Call for Board Vote



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Oregon State Thespian Festival

Type: Action Item Report / Presentation

Policy: IICA: Field Trips and Special Events

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|---|
| <input type="checkbox"/> Marginalized Students | <input type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input type="checkbox"/> Professional Development |
-

Summary / Background:

The RHS theatre department would like to attend the State Thespian Festival in Salem, Oregon from April 2-5, 2025. Each year high school theatre departments from around the state gather to learn from theatre professionals and see each other perform.

Previous Board Action:

The Board is responsible for approving all overnight field trips.

Financial Implications:

The cost to attend is approximately \$350 per student, which includes travel, lodging, and registration fee. Students are responsible for paying their own way however several fundraising opportunities are available. There is also a scholarship fund available through designated Thespian ASB account. All students who apply for financial assistance will receive it.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the Oregon State Thespian Festival trip as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

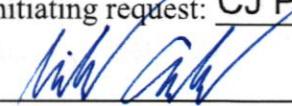
Reynolds School District
INITIAL REQUEST FOR STUDENT TRAVEL OVER 100 MILES ROUND TRIP

Name of Group: RHS Theatre Thespian Troupe #3556 School: Reynolds High School

Note: This initial request must be submitted and approved 30 days before any commitment can be made or before any money-making activities can be started.

Date Request Submitted: 01/28/2025 Date(s) of Activity: 04/02-04/04/2025

If sufficient space is not available on this form, supporting data should be attached.

1. Purpose of the trip. (Complete related section on the next page.)
Oregon State Thespian Festival
2. List staff member(s) responsible for students. List all other supervisors on trip.
CJ Parsons, Valerie Tewksbury
3. School equipment to be used:
None
4. Lodging:
The Hotel Sale, - 4370 COmmercial St SE, Salem, OR 97302
5. Will Student Travel Insurance be obtained? Yes No
6. Estimated number of students: 30 Number of supervisors: 3
7. Parent permission slip on file: Yes No
8. Person or persons initiating request: CJ Parsons Date: 01/28/25
9. Principal approval:  Date: 1-29-25

Decision: Preliminary approval to continue with planning Yes No

If denied, reason _____

District Activities Coordinator Date

Final Approval Yes No

District Activities Coordinator

Date

Reynolds School District
PURPOSE OF TRIP

1. List itinerary.
See attached documents for schedule of event (TD Copy of 2023 State Festival and PDF Blue Track Details doc). The 2023 outline will be duplicated and followed for the 2025 festival. Any changes to the schedule will be minimal.
2. What are the objectives of the trip and how are the experiences provided on the trip related to the class or school program?
Expose students to fine performing arts on a professional level, and afford them opportunities to work and network with working professionals in the theatre industry.
3. How will the activities on the trip provide opportunities for students to obtain new skills, insights, knowledge or appreciations?
The festival provides workshops that teach students different fundamental and professional skills in theatre, but also skills in listening, creative problem solving, and incorporating ideas from a wide range of different voices.
4. What effect does the trip have on other classes or programs?
Students will miss 2 full days of classes for the Thursday & Friday portions of the event, as well as any Wednesday evening programs after school for travel to Salem.
5. Estimated cost of trip \$ 10,500 . Describe how the trip will be funded. (School funding? Fund raisers? Student/Parent funding?)
The students participating in the 3 productions will call for donations from their community with a goal to raise \$8,000. The Thespian Troupe is hosting a fundraiser with a goal of \$1,000. Otherwise, funds will be provided by students/parents.
6. Describe methods of transportation. List names of drivers, types of automobiles, and whether a Type 10/20 license will be required for drivers (see Policy EEAE).
Bus transportation (1 bus needed) dispatched through Reynolds School District Transportation office. One bus will be needed to transport students to and from the hotel to the festival venue at the Salem Convention Center each day. Vice versa at night.
7. Describe supervision plans to ensure maximum safety for students.
Two supervisors and two sets of parents chaperones will attend. Students will be roomed in pairs, according to preference and safety, with a set of chaperones placed in between each room, travel in pairs to each event, and give hourly check-ins. Each event and workshop will have educators and parents present.

Reynolds School District
STUDENT CONTRACT: FIELD TRIPS AND AWAY-FROM-SCHOOL ACTIVITIES

To: Student and Parent(s)

The Reynolds School District is proud of its students and is confident that in most circumstances student conduct on field trips and away-from-school activities will be reasonable and prudent. However, in the event that a student chooses not to abide by the rules established by the adult(s) in charge, he/she should be aware of the consequences. The student should fill in the information requested below and sign the contract. If the student is under 18 years of age, his/her parent should also sign.

Student Name: _____

School: Reynolds High School

Description of field trip/activity: Oregon State Thespian Festival

Location/Destination: Salem, OR - Salem Convention Center

Date(s) of field trip/activity: April 2nd-5th, 2025

Name(s) of person in charge of field trip/activity: CJ Parsons

I understand that the above named trip is an official school activity and that all rules and regulations applying in the Reynolds School District are in effect. Among these rules are the following:

1. All directions and guidelines established by the adult(s) in charge will be followed;
2. There will be no use of alcoholic beverages or other drugs at any time;
3. There will be no smoking while on the bus or van;
4. All established time schedules will be followed;
5. Reasonable and proper behavior will be maintained at all times during the trip.

I recognize that in the case of serious violation of the rules, that my parent(s) will be called collect and that I will be sent at home at their expense.

Student Signature

Date

Parent Signature

Date

(Complete student health history on next page.)

Reynolds School District
HEALTH HISTORY FOR SCHOOL FIELD TRIPS

Student Name: _____

Birth Date: _____

Address: _____

Home Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Parent/Guardian Name: _____

Home Telephone: _____

Work Telephone: _____

Person to be called in case of emergency if parent/guardian cannot be reached:

Name: _____

Relationship: _____

Telephone: _____

Medical Contact Information:

Physician: _____

Telephone: _____

Please list any allergies (bee sting, medications, etc.) or illness that the school should be aware of:

Medications student is currently taking:

Any special information/instructions concerning medication:

I hereby give my permission for non-prescription medication (for example, aspirin) to be given to my child if deemed advisable by designated school personnel. In case of surgical emergency, I hereby give permission to the physician selected by the school director, or in his/her absence, his/her designee, to hospitalize, secure treatment for and to order injections, anesthesia or surgery for my child as named above.

Any directions to the contrary should be specified on the reverse side of this form and signed.

Activity:

Parent/Guardian Signature

Date



Code: **IICA-AR**
Adopted: 12/08/10
Revised/Reviewed: 10/09/13

Field Trips and Special Events**

The board recognizes the educational value of field trips and co-curricular activities involving transportation. The board is also accountable for expenditures and the effective and legal use of district vehicles. Therefore, all trips and costs must be approved within the following policy:

1. Principals, by delegation from the superintendent, may authorize the use of district vehicles for educational field trips and state sanctioned co-curricular activities for which funds have been budgeted.

Principals may also authorize the use of district vehicles for other school-related activities. Expenses for such activities shall be paid by the participants or student organizations;

2. Overnight trips shall have the approval of the board through the superintendent. Parents shall be provided an itinerary and give permission for student participation prior to the trip. Expenses for unbudgeted trips must be paid by the participants or student organizations;
3. Trips over an extended number of days require approval from the principal and the superintendent. Expenses are to be paid by the participants or student organizations. Use of district vehicles must be approved by the superintendent.

Emergency procedure plans and itineraries must be filed with the superintendent and the principal prior to the trip;

4. Scheduled departure times shall be maintained. Planned refreshment stops may be made on long trips. Discretion must be exercised in the duration of such stops. Refreshment stops must no unduly delay the return of the bus to the school;
5. Chaperons will maintain discipline and are responsible for the safety of students on educational field trips and co-curricular activity trips. However, bus drivers shall have the ultimate authority involving safety and disciplinary decisions relating to travel;
6. Students demonstrating unruly behavior may be prohibited from participating in future educational field trips or co-curricular trips. Disciplinary action is the responsibility of the principal or designee;
7. Students attending school functions via school transportation will return by the same transportation. The only exception will be if a parent requests, in person, of the supervisor that the student return with the parent;

8. Trips occurring outside the school year require the approval of the principal, the superintendent and the board. Expenses for such trips shall be paid by the participants or student organizations. Use of district vehicles beyond a 25 mile radius, for other than league competitions or other than a one-day basis, may be permitted. Legal and effective use of vehicles will be ascertained by the superintendent.

Emergency procedure plans and itineraries must be filed with the principal and the superintendent;

9. A bus field trip request for less than 15 people will not be authorized. If, upon arrival at the pick up site, there are less than 10 students and chaperons to be transported, the field trip will be cancelled;
10. Student travel requests over 100 miles out-of-state, one-way or any overnight travel must have prior board approval.



Oregon Thespians State Festival 2024



BLUE Track

Related Sessions

Thursday, April 4, 2024, 11:15 AM – 11:45 AM PDT

Acting State Judge Training Refresher (Judges Only)

(/Sessions/Details/2305068)

SCC Santiam 2

Thursday, April 4, 2024, 11:15 AM – 11:45 AM PDT

Design/Tech State Judge Training Refresher (Judges Only)

(/Sessions/Details/2305084)

SCC Croisan Creek A

Thursday, April 4, 2024, 12:00 PM – 4:00 PM PDT

Main Stage Load In (Thurs. BLUE & GOLD) (/Sessions/Details/2305122)

Part of Session A (BLUE & GOLD) | Elsinore Theatre



Oregon Thespians State Festival 2024

18 Sub-sessions

Thursday, April 4, 2024, 1:30 PM – 3:00 PM PDT

Session B (BLUE & GOLD) (/Sessions/Details/2305062)

17 Sub-sessions

Thursday, April 4, 2024, 2:00 PM – 5:00 PM PDT

College Auditions (BLUE & GOLD) (/Sessions/Details/2305112)

Holman Hilton: Ballroom

Thursday, April 4, 2024, 3:00 PM – 5:00 PM PDT

Session C (BLUE & GOLD) (/Sessions/Details/2305063)

19 Sub-sessions

Thursday, April 4, 2024, 4:30 PM – 6:00 PM PDT

Acting Judges Meeting (JUDGES ONLY) (/Sessions/Details/2305120)

SCC Croison Creek B

Thursday, April 4, 2024, 4:30 PM – 6:00 PM PDT

Design/Tech Judges Meeting (JUDGES ONLY)

(/Sessions/Details/2305121)

SCC Croison Creek A

Thursday, April 4, 2024, 5:00 PM – 7:15 PM PDT



Thursday, April 4, 2024, 7:15 PM – 8:30 PM PDT

[DINNER \(Thurs. BLUE\) \(/Sessions/Details/2305153\)](/Sessions/Details/2305153)

Thursday, April 4, 2024, 9:00 PM – 10:15 PM PDT

[Session 1: Workshops \(Thurs. BLUE 1\) \(/Sessions/Details/2305154\)](/Sessions/Details/2305154)

25 Sub-sessions

Thursday, April 4, 2024, 10:30 PM – 11:30 PM PDT

[Evening Events \(Thurs. BLUE & GOLD EE\) \(/Sessions/Details/2305181\)](/Sessions/Details/2305181)

24 Sub-sessions

Friday, April 5, 2024, 8:00 AM – 9:00 AM PDT

[Yoga with Dr. Rollie \(Fri. AM - BLUE & GOLD\)](/Sessions/Details/2305206)

[\(/Sessions/Details/2305206\)](/Sessions/Details/2305206)

SCC Santiam 1

Friday, April 5, 2024, 10:00 AM – 12:30 PM PDT

[Main Stage Production: Curious Incident \(Fri. - BLUE\)](/Sessions/Details/2305207)

[\(/Sessions/Details/2305207\)](/Sessions/Details/2305207)

Elsinore Theatre



Friday, April 5, 2024, 2:30 PM – 3:45 PM PDT

Session 2: One-Act Marathon (BLUE 2) (/Sessions/Details/2305278)

4 Sub-sessions

Friday, April 5, 2024, 2:30 PM – 3:45 PM PDT

Session 2: Workshops (BLUE 2) (/Sessions/Details/2305250)

29 Sub-sessions

Friday, April 5, 2024, 4:15 PM – 5:30 PM PDT

Main Stage Load In (BLUE & GOLD 3) (/Sessions/Details/2305313)

Part of Session 3: Workshops (BLUE & GOLD 3) | Elsinore Theatre

Friday, April 5, 2024, 4:15 PM – 5:30 PM PDT

Session 3: Workshops (BLUE & GOLD 3) (/Sessions/Details/2305286)

29 Sub-sessions

Friday, April 5, 2024, 5:30 PM – 7:30 PM PDT

DINNER (Fri. BLUE) (/Sessions/Details/2305317)



Oregon Thespians State Festival 2024

[\(/Sessions/Details/2305318\)](/Sessions/Details/2305318)

Elsinore Theatre

Friday, April 5, 2024, 10:30 PM – 11:30 PM PDT

[Evening Events \(Fri. BLUE & GOLD EE\) \(/Sessions/Details/2305379\)](/Sessions/Details/2305379)

24 Sub-sessions

Saturday, April 6, 2024, 8:00 AM – 9:00 AM PDT

[Yoga with Dr. Rollie \(Sat. AM - BLUE & GOLD\)](/Sessions/Details/2305404)

[\(/Sessions/Details/2305404\)](/Sessions/Details/2305404)

SCC Santiam 1

Saturday, April 6, 2024, 9:00 AM – 10:15 AM PDT

[Session 4: One-Act Marathon \(BLUE 4\) \(/Sessions/Details/2305431\)](/Sessions/Details/2305431)

5 Sub-sessions

Saturday, April 6, 2024, 9:00 AM – 10:15 AM PDT

[Session 4: Workshops \(BLUE 4\) \(/Sessions/Details/2305406\)](/Sessions/Details/2305406)

26 Sub-sessions

Saturday, April 6, 2024, 10:45 AM – 12:00 PM PDT

[Session 5: One-Act Marathon \(BLUE 5\) \(/Sessions/Details/2305465\)](/Sessions/Details/2305465)

4 Sub-sessions



Oregon Thespians State Festival 2024

26 Sub-sessions

Saturday, April 6, 2024, 12:00 PM – 2:30 PM PDT

LUNCH (Sat. BLUE & GOLD) (/Sessions/Details/2305473)

5 Sub-sessions

Saturday, April 6, 2024, 2:45 PM – 5:45 PM PDT

Closing Ceremony (Sat. - BLUE) (/Sessions/Details/2305479)

SCC - Santiam Ballroom

2023 OT State Festival Schedule: Tentative Proposal - MS ticketed, Opening and Closing tracked Showcase+ can be either

THURSDAY		What	Who	What	Who
75 min. sess	Registration, Advocacy Prep & Event, STO Candidate meeting, Tech Design Judging, Honor Troupe, State Showcase Aud, Opening Ceremony, Theatre Etiquette Video, STEVE 130-10:30pm, Thespian Connections(pm activities), Grownup Hospitality Room =Needs judges				
20 min. pass					
THURSDAY	What	Who	What	Who	
9:30-12:00	Set Up: Vendor, Guest Artist and Judge check in need to be open by 10:30	ALL	STEVE host - DOWNSTAIRS	Scott	
10:30 -11:30	Judge Training	??/Fewer		Judges	
12:00-3:10	Registration UPSTAIRS	ALL		Jeff W & Jo	
	Showcase Auditions & Tech Design	Fewer	Scheduling the times of auditions callbacks; Assigning the rooms	Jeff W, Jim F - Volunteers	
	Honor Troupe	Givler/ Andrew	STEVE host		
	Advocacy Prep		Thespimon Go -Scavenger Hunt	Tiffany +STO	
310-425	STO Candidate Meeting	Dani, STO & ITO			
	Workshop Session 1				
445-6	Advocacy Event		All State Musical Theatre rehearsal?		
600-700	Opening Ceremony (welcome, awards, Keynote, Anon Th)		Dinner		
700-720	Passing Time		Passing Time		
7:30-830	Dinner		Opening Ceremony (welcome, awards, Keynote, Anon Th)		
830-850	Passing Time		Passing Time		
8:50-10:30	Evening Events: Thespian Connections				

FRIDAY						
75 min. sess 30 min. pass	Jr Thespian Day, Mainstage Activity, STO Speeches, Theatre Etiquette Video, Awards & Scholarships, STEVE 10-10 Sessions: Workshops, PIPs, One Acts & Chapter Selects, Grownup Hospitality Room, Thespian Connections (evening activities) *Needs judges					
FRIDAY	What	Who	What	Who	What	Who
9-9:30	Set Up	4STO	Set Up	Board - Franklin	Set Up JR Day	F + 3 STO
9:30-12:30	Session 2&3 930-1045 and 1115 -1230		Ticketed Mainstage Show(s) 1 (if in SHG, MS might be able to watch?)		10-10:30 Welcome 10:30-11:30 Wrkshp 1(B/L)	Franklin Eric Nepom
1230-230	Lunch		Lunch		11:30-12:30 Wrkshp 2(B/L) 12:30-1:15 Lunch (SCC)	Paul Malone
230-345	Session 4		Session 4		1:15-1:45 Thire tour 1:45-2:45 Tech plygrnd (B/L)	Tech - 15 min stations
345-415	Passing Time		Passing Time		2:45-3:30 Watch One Acts (
415-530	Sessions 5		Sessions 5		3:30-4 Closing	
530-6	Passing time		Passing time			
6-715	<i>ShowCase+ OR Showcase Act I</i>		Dinner			
715-745	Passing Time		Passing Time			
745-9	Dinner		<i>ShowCase+ OR Showcase Act II</i>			
9-10:30	TD Mtg/Hospitality Room/Artist Intro (CC)			Thespian Connections		

SATURDAY			
SATURDAY	WHAT	WHO	WHO
75 min sess 20 min pass	Mainstage Activity, Theatre Etiquette Video, Parade of Troupes, Sessions: Workshops, One-Acts: Playwriting?, Tech Challenge, STEVE 1230-3:30, TD Meeting/Board vote, TP Meeting/STO vote, Closing Ceremony <i>*Needs judges</i>		
9-9:30	Set Up - House opens 9:30 Parade of Troupes		
9:30-12:30	Sessions 6&7 9:30-10:45 and 11:15-12:30		
1230-230	Lunch		
	Lunch Meeting: 1:30- 2:30 = TD Mtg & Board vote,	STO Dani?	Adult Board
230-345	Session 8		
345-415	Passing Time		
415-530	Session 8		
530	Strike and Clean		

Mainstage Events: 2-4 Mainstage Shows presented, delegates would see 1 if troupes stay together for mainstage productions, State showcase/design awards, Opening Ceremony (Welcome, Awards, Keynote, Anon Th), Closing Ceremony (Regional 50-hr plays, Playwriting Perfs, Tech Challenge, Awards, All-State MT, Board/STO)

8 Sessions (W/S, 1A, PIP)

Cons of ticketing and not tracking - If troupes don't get tickets to shows they want, will they still go to workshops, etc? Consider that, pre-Covid, our name badge was our "ticket" to Festival; seating assignments were printed on them. This has many options-

Food for thought - Do troupes NEED to go as a whole to see Mainstages? If a troupe comes with two chaperones and students want to see different shows, and the TD is okay with it, is that an option? Troupes don't attend W/S or one-acts together, but that gathering time is one time troupes are together in the schedule, outside of their own arrangements (ex: some troupes plan to eat dinner together)



Oregon
Thespians

STATE THESPIAN FESTIVAL CODE OF CONDUCT FORM

YOUR SIGNATURE BELOW INDICATES THAT YOU HAVE READ AND AGREE TO ABIDE BY THE GUIDELINES ON THIS FORM

A SIGNED COPY OF THIS FORM MUST BE TURNED IN FOR EACH PARTICIPANT AT REGISTRATION

EXPECTATIONS OF ALL FESTIVAL PARTICIPANTS:

- All Participants will behave in a way consistent with the spirit of the Festival, and in a manner that actively supports a positive Festival Experience for everyone.
- Any illegal activity, including – but not limited to – the possession or use of drugs or alcohol, will not be tolerated. Offending students will be sent home, and jeopardize the future participation of their Troupe in Thespian events.
- Nametags must be visibly worn at all times, and are required for admission to performances, workshops, and activities. There is a charge for replacing lost nametags. Keep track of it!
- Registered participants must attend all scheduled performances and workshop sessions.
- Students must remain in approved and supervised areas at all times, and respond to the supervision of any adult participants. Any adult may revoke a student’s nametag for behavioral reasons.
- Theatre Etiquette should be demonstrated to the highest degree. A Thespian Audiences should be the most attentive, supportive, and safe audience to perform for.
- For copyright reasons, the recording and photography of any performance (Main Stage, One Act, or Showcase performance or audition) is not permitted. Photography and recording in workshops requires the express permission of the workshop leader.
- Food or beverages (other than water) are not permitted in any performance or workshop venues.
- Students must abide by the curfews set by their Troupe Director. Troupe Directors must support and enforce the curfews set at their hotels. Be particularly aware of any gathering or noisemaking in hallways.
- Appropriate dress and behavior at activities is required. Nametags must be worn at all times. Students must respond positively to any requests to alter any costume or manner of wearing a nametag that is deemed inappropriate. Students not wearing their nametags at activities will be asked to leave and will not be readmitted.
- Festival Participants are expected to abide by Festival rules and guidelines as representatives of Oregon Thespians at all hours of the Festival, whether in a workshop, performance, or on personal time (at meals, lodging, etc).
- Act well your part. There all the honor lies!

PLEASE NOTE THAT ANY TROUPE DIRECTOR OR ADULT CHAPERONE MAY ASK A PARTICIPANT FOR HER OR HIS NAMETAG, IF THEY DEEM THAT PARTICIPANT TO BE BEHAVING INAPPROPRIATELY. THE PARTICIPANT AND HER OR HIS TROUPE DIRECTOR WILL THEN NEED TO APPEAR TOGETHER AT THE REGISTRATION DESK TO GET THE NAMETAG BACK. FOR SERIOUS INFRACTIONS (SUCH AS DRUGS, ALCOHOL, OR CURFEW VIOLATIONS) PARTICIPANTS MAY NOT ONLY BE SENT HOME, BUT WILL BE JEOPARDIZING THEIR TROUPE’S FUTURE PARTICIPATION IN THESPIAN EVENTS.

PRINT NAME OF STUDENT

STUDENT SIGNATURE

PRINT NAME OF SCHOOL

PRINT NAME OF TROUPE DIRECTOR

SIGNATURE OF PARENT/GUARDIAN PARENT

PHONE NUMBER DURING FESTIVAL



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Holly Langan, Executive Director for Financial Services

Subject: Resolution 2024-2025021 Amending the Adopted Budget

Type: Action Item Report / Presentation

Policy: DBK: Budget Transfer Authority

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

Oregon Budget Law (ORS 294.471) requires the district to prepare a supplemental budget when additional revenues are available and require new appropriation to provide authority to expend funds. The district has received in the General Fund additional state revenue since the budget was adopted, and these funds require appropriation for increased costs in personnel and contracted services.

The district is requesting an amendment to the 2024-25 Adopted Budget to add appropriations for major functions in the General Fund: 1000-Instruction; 2000-Support Services, and 3000-Enterprise and Community Services.

In the General Fund, the district projects receipt of additional revenue related to updated State School Fund allocations, ESD pass-through funds, and greater beginning fund balance than projected at the time of the budget adoption. These revenue additions provide support for unplanned expenditure increases for instructional services, support services, and community services. The primary source of increases to the general fund expenditures include settlement of bargaining agreements with cost increases greater than budgeted, additional costs for student services support, and increased priority for building safety and maintenance projects.

The adopted budget is a financial plan which may be subject to change because of circumstances or events occurring during the ensuing budget period. The District monitors expenditures and at times throughout the year expenditures differ from amounts adopted months earlier. When appropriation transfers are anticipated an official resolution of the board is needed.

Previous Board Action:

At its June 26, 2024 meeting, the Board approved Resolution #2024-2025-030 Adopting the 2024-25 Budget and Appropriating Funds. This action allows district management the authority to expend funds within the approved funding levels throughout the school year.

Financial Implications:

The proposed request is to increase the General Fund total budgeted amount adopted by the Board.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board adopt Resolution 2024-2025-021 Authorizing an Increase for Expenditure Appropriations within the General Fund as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Resolution 2024-2025-021

Authorizing an Increase for Expenditure Appropriations within the General Fund

WHEREAS, the Board adopted the 2024-25 Budget through Resolution #2024-2025-030 based on assumptions and information known at that time, and

WHEREAS, Oregon Local Budget Law, ORS 294.471 permits adoption of a supplemental budget when authorized by resolution of the governing body, stating state the need for and the purpose and amount of the appropriation; and

WHEREAS, Appropriation increases are provided below for each function; and

WHEREAS, the General Fund projects additional state school fund revenue, intermediate sources, and increased beginning fund balance; and expenditures require additional appropriation for settlement of bargaining agreements with cost increases greater than budgeted, additional costs for student services support, and increased priority for building safety and maintenance projects:

GENERAL FUND				
Major Function	Function Description	Adopted Budget 2024-25	Additional Appropriation	Amended Budget 2024-25
1000	Instruction	\$91,968,733	\$12,000,000	\$103,968,733
2000	Support Services	\$60,168,011	\$1,700,000	\$61,868,011
3000	Community Services	\$174,163	300,000	\$474,163
5110	Long-Term Debt Service	\$200,000	-	\$200,000
5200	Transfer of Funds	\$1,781,250	-	\$1,781,250
7000	Ending Fund Balance	\$8,591,750	-	\$8,591,750
TOTAL		\$162,883,907	\$14,100,000	\$176,883,907

NOW, THEREFORE, IT IS HEREBY RESOLVED that appropriations set forth above are approved.

Passed and adopted this 26th day of February 2025.

Signed:

Attest:

Chair, Reynolds School Board of Directors

Superintendent / Clerk



As a community, we prepare lifelong learner to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Holly Langan, Executive Director of Financial Services

Subject: Plan of Action: Audit Findings Fiscal Year End June 30, 2024

Type: Action Item Report / Presentation

Policy: DIE: Audits

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

For the 2023–24 fiscal year, the district’s independent auditors, Pauly Rogers and Co PC, completed the annual financial audit. One significant deficiency was communicated to the district following the audit.

As required by the Secretary of State Oregon Audits Division, when a municipality’s (school district’s) financial audit results in deficiencies communicated by the auditor, the municipality must adopt a Plan of Action to address those deficiencies. A copy of that plan must be adopted by the governing body and filed with the Secretary of State (ORS 297.466(2)).

Previous Board Action:

Not Applicable

Financial Implications:

Not Applicable

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board approve the Plan of Action for the 2023-24 financial audit and approve submission to the Oregon Audits Division as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

February 26, 2025

Oregon Secretary of State, Audits Division
255 Capitol St. NE, Suite #500
Salem, OR 97310

Plan of Action for Financial Audit Results

Reynolds School District respectfully submits the following corrective action plan in response to deficiencies reported in our audit of the fiscal year ended June 30, 2024. The audit completed by the independent auditing firm January 31, 2025 reported the deficiency listed below. The plan of action was adopted by the governing body at their meeting on February 26, 2025, as indicated by signatures below.

Listed below is the deficiency as provided by the auditor followed by the district's adopted Plan of Action and implementation timeframe.

1. Deficiency #1: FS-2024-001

- a. Significant Deficiency, Not Material Weakness—Deficiency in internal controls for timely and accurate financial reporting
 - Condition: The district required material adjustments to the working trial balance during the audit process rather than prior to the auditor receiving the final trial balance.
 - Recommendations: The auditor recommends that the district ensures adequate staffing to ensure the trial balance is completed accurately and timely.
- b. Plan of Action
 - The district has restructured staffing to add positions with increased technical knowledge for financial reporting.
 - The district is adding additional review where feasible during workflows and prior to journal entries.
 - The district is implementing a monthly and quarterly financial report review process with increased depth to increase review prior to commencing audit reporting.
- c. Implementation Timeframe
 - The district has added two positions with increased financial reporting experience as of December 2024, with two vacant positions under recruitment and expected to be filled by March 31, 2025.
 - As of February 2025, the district has added additional workflow approvals for posting journal entries. By March 31, 2025, or as new staff fill the vacant positions, the district will increase the depth and frequency of financial reporting.



Michael Reyes, Board Chair

Frank Caropelo, Superintendent



We lead with equity to educate and support all students to graduate with the skills and confidence to thrive.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: 2025-2026 Certified Staff Calendars

Type: Action Item Report / Presentation

Policy: IC/ICA: School Year/School Calendar

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |
-

Summary / Background:

The certified staff calendars for the 25-26 school year include the addition of 5 planning days on Mondays throughout the year. Monday late starts are either teacher directed or principal directed (labeled as "T" or "P" on the calendars). The new planning days (PL) all fall on principal directed days. Principals would have their normal 70 minutes for staff meetings or trainings, like a normal late start. Then the rest of the day would be protected for teachers to use as they see fit (planning, grading, prep, collaborating, etc) as there will be no students on these days.

This calendar also removes spring conferences, turning the days into non-contract days.

Finally, the last day of school was moved to Friday instead of Wednesday. This pushes the grading and workday to Monday and Tuesday of the following week.

Previous Board Action:

The Board must approve the certified staff calendars annually.

Financial Implications:

Not Applicable.

Motion:

- A. Motion Made by Board Member:
 - a. I move that the Board adopt the 2025-2026 calendars for certified staff as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

Elementary Certified Staff Calendar

2025-2026 School Year

Alder, Davis, Glenfair, Hartley, Margaret Scott, Salish Ponds,
 Sweetbriar, Wilkes, Woodland: 7:45a to 2:15p (8:55a Monday late start)
 Fairview and Troutdale: 8:15a to 2:45p (9:25a Monday late start)

AUGUST 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	N	N	N	N	22	23
24	W	PD	PD	W	NC	30

SEPTEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	H	S	3	4	5	6
7	T	9	10	11	12	13
14	PL	16	17	18	19	20
21	T	23	24	25	26	27
28	P	30				

OCTOBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	T	7	8	9	NC	11
12	PL	14	15	16	17	18
19	T	21	22	23	24	25
26	P	28	29	30	31	

NOVEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	T	4	5	6	7	8
9	G	H	12	13	14	15
16	T	18	19	20	21	22
23	CP	C	C	NC	NC	29

DECEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	T	2	3	4	5	6
7	P	9	10	11	12	13
14	T	16	17	18	19	20
21	NC	NC	NC	NC	NC	27
28	NC	NC	NC			

JANUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				NC	NC	3
4	M	6	7	8	9	10
11	T	13	14	15	16	17
18	H	20	21	22	23	24
25	G	27	28	29	30	31

FEBRUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	P	3	4	5	6	7
8	T	10	11	12	13	14
15	NC	17	18	19	20	21
22	PL	24	25	26	27	28

MARCH 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	T	3	4	5	6	7
8	P	10	11	12	13	14
15	T	17	18	NC	NC	21
22	NC	NC	NC	NC	NC	28
29	P	31				

APRIL 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	T	7	8	9	G	11
12	PL	14	15	16	17	18
19	T	21	22	23	24	25
26	P	28	29	30		

MAY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	T	5	6	7	8	9
10	PL	12	13	14	15	16
17	T	19	20	21	22	23
24	H	26	27	28	29	30

JUNE 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	T	2	3	4	5	6
7	T	9	10	11	S	13
14	G	W	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

CALENDAR KEY	
First/Last: Students (S)	Conference Prep (CP)
Teacher Work Day (W)	Conferences (C)
Pro. Devel (PD)	Non-Contract Day (NC)
Grading Day (G)	Holiday (H)
Mid-Year Planning Day (M)	New Teachers (N)
Planning Day (PL)	Late Start (P - Principal Directed; T - Teacher Directed)

IMPORTANT DATES

August	
8/18-21	New Teachers Only
8/25	All Teachers - Work Day
8/26	Building PD
8/27	District / Building PD
8/28	Teacher Work Day
8/29	Non-Contract Day
September	
9/1	Holiday / Labor Day
9/2	First Day for Students
9/15	Planning Day
October	
10/10	Statewide Inservice
10/13	Planning Day

November	
11/10	Grading Day
11/11	Holiday / Veteran's Day
11/24	Conference Prep
11/25-26	Conferences
11/27-28	Non-Contract / Fall Break
December	
12/22-31	Non-Contract / Winter Break
January	
1/1-2	Non-Contract / Winter Break
1/5	Mid-Year Planning Day
1/19	Holiday / Martin Luther King Jr Day
1/23	End of Semester
1/26	Grading Day

February	
2/16	Non-Contract / President's Day
2/23	Planning Day
March	
3/19-27	Non-Contract / Spring Break
April	
4/10	Grading / Evaluation Day
4/13	Planning Day
May	
5/11	Planning Day
5/25	Holiday / Memorial Day
June	
6/12	Last Day for Students
6/15	Grading / Evaluation Day
6/16	Teacher Work Day

Middle School Certified Staff Calendar

2025-2026 School Year

School Hours: 8:15a to 3:00p (9:25a Monday late start)

AUGUST 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	N	N	N	N	22	23
24	W	PD	PD	W	NC	30

SEPTEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	H	S	S	4	5	6
7	T	9	10	11	12	13
14	PL	16	17	18	19	20
21	T	23	24	25	26	27
28	P	30				

OCTOBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	T	7	8	9	NC	11
12	PL	14	15	16	17	18
19	T	21	22	23	24	25
26	P	28	29	30	31	

NOVEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	T	4	5	6	7	8
9	G	H	12	13	14	15
16	T	18	19	20	21	22
23	CP	C	C	NC	NC	29

DECEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	T	2	3	4	5	6
7	P	9	10	11	12	13
14	T	16	17	18	19	20
21	NC	NC	NC	NC	NC	27
28	NC	NC	NC			

JANUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				NC	NC	3
4	P	6	7	8	9	10
11	T	13	14	15	16	17
18	H	20	21	22	G	24
25	M	27	28	29	30	31

FEBRUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	P	3	4	5	6	7
8	T	10	11	12	13	14
15	NC	17	18	19	20	21
22	PL	24	25	26	27	28

MARCH 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	T	3	4	5	6	7
8	P	10	11	12	13	14
15	T	17	18	NC	NC	21
22	NC	NC	NC	NC	NC	28
29	P	31				

APRIL 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	T	7	8	9	G	11
12	PL	14	15	16	17	18
19	T	21	22	23	24	25
26	P	28	29	30		

MAY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	T	5	6	7	8	9
10	PL	12	13	14	15	16
17	T	19	20	21	22	23
24	H	26	27	28	29	30

JUNE 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	T	2	3	4	5	6
7	T	9	10	11	S	13
14	G	W	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

CALENDAR KEY	
First/Last: Students (S)	Conference Prep (CP)
Teacher Work Day (W)	Conferences (C)
Pro. Devel (PD)	Non-Contract Day (NC)
Grading Day (G)	Holiday (H)
Mid-Year Planning Day (M)	New Teachers (N)
Planning Day (PL)	Late Start (P - Principal Directed; T - Teacher Directed)

IMPORTANT DATES

August	
8/18-21	New Teachers Only
8/25	All Teachers - Work Day
8/26	Building PD
8/27	District / Building PD
8/28	Teacher Work Day
8/29	Non-Contract Day
September	
9/1	Holiday / Labor Day
9/2	First Day for Students (6th Only)
9/3	First Day for Students (All)
9/15	Planning Day
October	
10/10	Statewide Inservice
10/13	Planning Day

November	
11/10	Grading / Evaluation Day
11/11	Holiday / Veteran's Day
11/24	Conference Prep
11/25-26	Conferences
11/27-28	Non-Contract / Fall Break
December	
12/22-31	Non-Contract / Winter Break
January	
1/1-2	Non-Contract / Winter Break
1/19	Holiday / Martin Luther King Jr Day
1/22	End of Semester
1/23	Grading Day
1/26	Mid-Year Planning Day

February	
2/16	Non-Contract / President's Day
2/23	Planning Day
March	
3/19-27	Non-Contract / Spring Break
April	
4/10	Grading / Evaluation Day
4/13	Planning Day
May	
5/11	Planning Day
5/25	Holiday / Memorial Day
June	
6/12	Last Day for Students
6/15	Grading / Evaluation Day
6/16	Teacher Work Day

Reynolds High School Certified Staff Calendar

2025-2026 School Year

School Hours: 8:45a to 3:45p (9:55a Monday late start)

AUGUST 2025							SEPTEMBER 2025							OCTOBER 2025							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
					1	2	31	H	S	S	4	5	6				1	2	3	4	
3	4	5	6	7	8	9	7	T		9	10	11	12	13	5	T	7	8	9	NC	11
10	11	12	13	14	15	16	14	PL		16	17	18	19	20	12	PL	14	15	16	17	18
17	N	N	N	N	22	23	21	T		23	24	25	26	27	19	T	21	22	23	24	25
24	W	PD	PD	W	NC	30	28	P	30						26	P	28	29	30	31	

NOVEMBER 2025							DECEMBER 2025							JANUARY 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1	30	T	2	3	4	5	6					NC	NC	3
2	T	4	5	6	7	8	7	P	9	10	11	12	13	4	P	6	7	8	9	10
9	G	H	12	13	14	15	14	T	16	17	18	19	20	11	T	13	14	15	16	17
16	T	18	19	20	21	22	21	NC	NC	NC	NC	NC	27	18	H	20	21	P	P	24
23	CP	C	C	NC	NC	29	28	NC	NC	NC				25	G	27	28	29	30	31

FEBRUARY 2026							MARCH 2026							APRIL 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	P	3	4	5	6	7	1	T	3	4	5	6	7				1	2	3	4
8	T	10	11	12	13	14	8	P	10	11	12	13	14	5	T	7	8	9	G	11
15	NC	17	18	19	20	21	15	T	17	18	NC	NC	21	12	PL	14	15	16	17	18
22	PL	24	25	26	27	28	22	NC	NC	NC	NC	NC	28	19	T	21	22	23	24	25
							29	P	31					26	P	28	29	30		

MAY 2026							JUNE 2026							CALENDAR KEY	
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat		
					1	2	31	1	2	3	S	5	6	First/Last: Students (S)	Conference Prep (CP)
3	T	5	6	7	8	9	7	T	9	10	P	P	13	Teacher Work Day (W)	Conferences (C)
10	PL	12	13	14	15	16	14	G	W	17	18	19	20	Pro. Devel (PD)	Non-Contract Day (NC)
17	T	19	20	21	22	23	21	22	23	24	25	26	27	Grading Day (G)	Holiday (H)
24	H	26	27	28	29	30	28	29	30					Mid-Year Planning Day (M)	New Teachers (N)
														Planning Day (PL)	Late Start (P - Principal Directed; T - Teacher Directed)

IMPORTANT DATES			
August		November	
8/18-21	New Teachers Only	11/10	Grading / Evaluation Day
8/25	All Teachers - Work Day	11/11	Holiday / Veteran's Day
8/26	Building PD	11/24	Conference Prep
8/27	District / Building PD	11/25-26	Conferences
8/28	Teacher Work Day	11/27-28	Non-Contract / Fall Break
8/29	Non-Contract Day	December	
September		12/22-31	Non-Contract / Winter Break
9/1	Holiday / Labor Day	January	
9/2	First Day for Students (9th Only)	1/1-2	Non-Contract / Winter Break
9/3	First Day for Students (All)	1/19	Holiday / Martin Luther King Jr Day
9/15	Planning Day	1/22-23	1/2 Finals and 1/2 Planning Day
October		1/26	Grading Day
10/10	Statewide Inservice	February	
10/13	Planning Day	2/16	Non-Contract / President's Day
		2/23	Planning Day
		March	
		3/19-27	Non-Contract / Spring Break
		April	
		4/10	Grading / Evaluation Day
		4/13	Planning Day
		May	
		5/11	Planning Day
		5/25	Holiday / Memorial Day
		June	
		6/4	Last Day for Seniors
		6/11-12	1/2 Finals and 1/2 Planning
		6/12	Last Day for Students
		6/15	Grading Day
		6/16	Teacher Work Day

Reynolds Learning Academy Certified Staff Calendar

2025-2026 School Year

School Hours: 8:45a to 3:45p (9:55a Monday late start)

AUGUST 2025							SEPTEMBER 2025							OCTOBER 2025							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
					1	2	31	H	S	S	4	5	6				1	2	3	4	
3	4	5	6	7	8	9	7	T		9	10	11	12	13	5	T	7	8	9	NC	11
10	11	12	13	14	15	16	14	PL		16	17	18	19	20	12	P/PL	14	15	16	17	18
17	N	N	N	N	22	23	21	T		23	24	25	26	27	19	T	21	22	23	24	25
24	W	PD	PD	W	NC	30	28	P	30						26	P	28	29	30	31	

NOVEMBER 2025							DECEMBER 2025							JANUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1	30	T	2	3	4	5	6					NC	NC	3
2	T	4	5	6	7	8	7	P	9	10	11	12	13	4	P	6	7	8	9	10
9	G	H	12	13	14	15	14	T	16	17	18	19	20	11	T	13	14	15	16	17
16	T	18	19	20	21	22	21	NC	NC	NC	NC	NC	27	18	H	20	21	22	G	24
23	CP	C	C	NC	NC	29	28	NC	NC	NC				25	M	27	28	29	30	31

FEBRUARY 2026							MARCH 2026							APRIL 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	P	3	4	5	6	7	1	T	3	4	5	6	7				1	2	3	4
8	T	10	11	12	13	14	8	P	10	11	12	13	14	5	T	7	8	9	G	11
15	NC	17	18	19	20	21	15	T	17	18	NC	NC	21	12	PL	14	15	16	17	18
22	PL	24	25	26	27	28	22	NC	NC	NC	NC	NC	28	19	T	21	22	23	24	25
							29	P	31					26	P	28	29	30		

MAY 2026							JUNE 2026							CALENDAR KEY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	New Hexter Starts						
					1	2	31	1	2	3	S	5	6	First/Last: Students (S)	Conference Prep (CP)					
3	T	5	6	7	8	9	7	T	9	10	11	S	13	Teacher Work Day (W)	Conferences (C)					
10	PL	12	13	14	15	16	14	G	W	17	18	19	20	Pro. Devel (PD)	Non-Contract Day (NC)					
17	T	19	20	21	22	23	21	22	23	24	25	26	27	Grading Day (G)	Holiday (H)					
24	H	26	27	28	29	30	28	29	30					Mid-Year Planning Day (M)	New Teachers (N)					
														Planning Day (PL)	Late Start (P - Principal Directed; T - Teacher Directed)					

IMPORTANT DATES

Month	Event	Month	Event	Month	Event
August	8/18-21 New Teachers Only	November	11/10 Grading / Evaluation Day	March	3/19-27 Non-Contract / Spring Break
	8/25 All Teachers - Work Day		11/11 Holiday / Veteran's Day	April	4/10 Grading / Evaluation Day
	8/26 Building PD		11/24 Conference Prep		4/13 Planning Day
	8/27 District / Building PD		11/25-26 Conferences	May	5/11 Planning Day
	8/28 Teacher Work Day		11/27-28 Non-Contract / Fall Break		5/25 Holiday / Memorial Day
	8/29 Non-Contract Day	December	12/22-31 Non-Contract / Winter Break	June	6/4 Last Day for Seniors
September	9/1 Holiday / Labor Day	January	1/1-2 Non-Contract / Winter Break		6/12 Last Day for Students
	9/2 First Day for New Students		1/19 Holiday / Martin Luther King Jr Day		6/15 Grading Day
	9/3 First Day for Returning Students		1/23 Grading Day		6/16 Teacher Work Day
	9/15 Planning Day		1/26 Mid-Year Planning Day		
October	10/10 Statewide Inservice	February	2/16 Non-Contract / President's Day		
	10/13 Planning Day		2/23 Planning Day		

New Hexters: 10/14; 12/1; 1/27; 3/9; 5/4

Community Transition Program Certified Staff Calendar

2025-2026 School Year

School Hours: 7:25a to 2:25p (8:35a Monday late start)

AUGUST 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	N	N	N	N	22	23
24	W	PD	PD	W	NC	30

SEPTEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	H	S	S	4	5	6
7	T	9	10	11	12	13
14	PL	16	17	18	19	20
21	T	23	24	25	26	27
28	P	30				

OCTOBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	T	7	8	9	NC	11
12	P/PL	14	15	16	17	18
19	T	21	22	23	24	25
26	P	28	29	30	31	

NOVEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	T	4	5	6	7	8
9	G	H	12	13	14	15
16	T	18	19	20	21	22
23	CP	C	C	NC	NC	29

DECEMBER 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	T	2	3	4	5	6
7	P	9	10	11	12	13
14	T	16	17	18	19	20
21	NC	NC	NC	NC	NC	27
28	NC	NC	NC			

JANUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				NC	NC	3
4	P	6	7	8	9	10
11	T	13	14	15	16	17
18	H	20	21	22	G	24
25	M	27	28	29	30	31

FEBRUARY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	P	3	4	5	6	7
8	T	10	11	12	13	14
15	NC	17	18	19	20	21
22	PL	24	25	26	27	28

MARCH 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	T	3	4	5	6	7
8	P	10	11	12	13	14
15	T	17	18	NC	NC	21
22	NC	NC	NC	NC	NC	28
29	P	31				

APRIL 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	T	7	8	9	G	11
12	PL	14	15	16	17	18
19	T	21	22	23	24	25
26	P	28	29	30		

MAY 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	T	5	6	7	8	9
10	PL	12	13	14	15	16
17	T	19	20	21	22	23
24	H	26	27	28	29	30

JUNE 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	T	2	3	4	5	6
7	T	9	10	11	S	13
14	G	W	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

CALENDAR KEY	
First/Last: Students (S)	Conference Prep (CP)
Teacher Work Day (W)	Conferences (C)
Pro. Devel (PD)	Non-Contract Day (NC)
Grading Day (G)	Holiday (H)
Mid-Year Planning Day (M)	New Teachers (N)
Planning Day (PL)	Late Start (P - Principal Directed; T - Teacher Directed)

IMPORTANT DATES

August	
8/18-21	New Teachers Only
8/25	All Teachers - Work Day
8/26	Building PD
8/27	District / Building PD
8/28	Teacher Work Day
8/29	Non-Contract Day
September	
9/1	Holiday / Labor Day
9/2	First Day for Students
9/15	Planning Day
October	
10/10	Statewide Inservice
10/14	Planning Day

November	
11/10	Grading / Evaluation Day
11/11	Holiday / Veteran's Day
11/24	Conference Prep
11/25-26	Conferences
11/27-28	Non-Contract / Fall Break
December	
12/22-31	Non-Contract / Winter Break
January	
1/1-2	Non-Contract / Winter Break
1/19	Holiday / Martin Luther King Jr Day
1/22	End of Semester
1/23	Grading Day
1/26	Mid-Year Planning Day

February	
2/16	Non-Contract / President's Day
2/23	Planning Day
March	
3/19-27	Non-Contract / Spring Break
April	
4/10	Grading / Evaluation Day
4/13	Planning Day
May	
5/11	Planning Day
5/25	Holiday / Memorial Day
June	
6/12	Last Day for Students
6/15	Grading / Evaluation Day
6/16	Teacher Work Day



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Board Discussion and Reports

Type: Action Item Report / Presentation

Policy: BD/BDA: Board Meetings; BDDF: Conduct of Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Marginalized Students | <input checked="" type="checkbox"/> Culturally Responsive Teaching |
| <input checked="" type="checkbox"/> Student and Staff Wellness | <input checked="" type="checkbox"/> Professional Development |

Summary / Background:

- A. Individual Board Member Reports or Announcements
- B. Student Board Rep Announcements
- C. Upcoming Board Meetings
 - a. Business Meeting: March 18, 2025
- D. Board Discussion

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors

From: Frank Caropelo, Superintendent

Subject: Adjournment of Meeting

Type: Action Item Report / Presentation

Policy: BD/BDA: Board Meetings; BDDF: Conduct of Board Meetings

Date: February 26, 2025

Connection to Strategic Plan Goal Topics:

Marginalized Students

Culturally Responsive Teaching

Student and Staff Wellness

Professional Development

Summary / Background:

The Board Chair will adjourn the meeting.

Previous Board Action:

Not Applicable.

Financial Implications:

Not Applicable.

Motion:

Not Applicable.