

# School Board Meeting

Monday, September 19, 2022 Doors will open at 6:15pm  
District Administration Office, 88834 Territorial Road, Elmira, Oregon 97437

1. **Call to Order: Public - 6:30 p.m.**

2. **Flag Salute**

3. **Public Comment: The Fern Ridge School Board encourages public input. A person wanting to provide public comment will need to complete and submit an Intent to Speak form to the Board secretary by 1:00 pm on the day of the board meeting.**

Public comment is limited to this place on the agenda not to exceed a total of 30 minutes for all commenters. A person giving public comment is limited to an established time limit of (3) three minutes. While speakers may, during public meetings, offer objective criticism of school operations and programs, the Board will not hear personal complaints concerning district personnel nor against any person connected with the school system.

Please state your name and address. If speaking for an organization, state the name of the organization. The Board reserves the right to refer the matter to the administration.

4. **Monthly Items:**

4.A. Approval of Minutes - Board Action Required

5. **Business Office**

**Presenter:** Business Manager, Quanah Bennett

5.A. Enrollment Report

**Presenter:** Business Manager, Quanah Bennett

5.B. General Fund Revenue and Expenditure Report - Board Action Required

**Presenter:** Business Manager, Quanah Bennett

6. **Reports:**

6.A. Director of K12 Programs Update

**Presenter:** Michelle Marshall

6.B. Superintendent's Report

7. **Discussion Items**

7.A. Fern Ridge School District/Crow School District Wrestling Co-Op - Board Action Required

7.B. OSBA Annual Convention

## 8. Personnel

- 8.A. Licensed Employees Resignations/New Hires/Transfers/Other - Board Action Required
- 8.A.1. Hiring of Ashley Foltz, 1.0 FTE Elementary Teacher at Veneta Elementary School, effective September 6, 2022.
- 8.A.2. Hiring of Sarah Molloy, One-Year Temporary 1.0 FTE Teacher at Veneta Elementary School, effective September 6, 2022.
- 8.A.3. Hiring of Cassie Colon, .75 FTE English Language Development Teacher, effective August 24, 2022.
- 8.B. Non-Licensed Personnel Report

## 9. Late Items/Closing Comments

## 10. Upcoming Events

### Elmira High School

- Girl's Varsity Soccer Game - September 22
  - Varsity Football at Creswell - September 23
  - Booster Club Fundraiser - September 24
  - Boys Varsity Soccer Game - September 26
  - Varsity Volleyball Game - September 27
  - Home Varsity Football Game - September 30
  - Cross Country Meets - September 24 & 28
- ### Fern Ridge Middle School:
- School Picture Day - September 22
  - Open House - September 29
- ### Veneta Elementary:
- Open House - September 22
  - Picture Day - September 26
  - Statewide Inservice Day (No School) - October 7
  - PALS Jump-A-Thon - October 11
- ### Elmira Elementary:
- PTA Meeting - September 20
  - Open House - September 22
  - First Spirit Day - September 28
  - Bottle/Can Drive - September 28
  - Picture Day - September 29

## 11. Adjournment



**FERN RIDGE SCHOOL DISTRICT 28J**  
School Board Meeting Minutes

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**SPECIAL MEETING of the FERN RIDGE SCHOOL BOARD**

**August 11, 2022**

**Zoom Webinar & In-Person Meeting**  
88834 Territorial Rd.  
Elmira, Or 97437

**SCHOOL BOARD RETREAT:** The regular meeting of the Fern Ridge School Board was called to order by Chair Boren at 7:30 am.

In attendance were Directors Andrea Larson, Mark Boren, Jackie Turle, Lorrie Daniels, and Superintendent Gary Carpenter.

**AGENDA ITEMS:** This Special Board Meeting was a retreat for the Board of Directors and Superintendent. Items discussed at this retreat were: Board Operating Agreement, 2022-2023 Update/Status Report, Financial Update/Report, 2023 Board Election Cycle, SB 554, Classified Bargaining Year, ART, Inc, 2022-2023 Goals, 2022-2023 FRSD Handbook Updates/Review, Transgender Policy/Practice Review, August Administrative Meeting Agenda Review, State Test Data from 2022, Menstruation Dignity Act, Facilities, and Late/Closing Items.

**ADJOURNMENT:** Chair Boren adjourned the meeting at 11:53 am.

Attest:

\_\_\_\_\_  
School Board Representative

\_\_\_\_\_  
Gary E. Carpenter, Jr., Superintendent



**FERN RIDGE SCHOOL DISTRICT 28J**  
School Board Meeting Minutes

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**REGULAR MEETING of the FERN RIDGE SCHOOL BOARD**

**August 15, 2022**

**Zoom Webinar & In-Person Meeting**  
88834 Territorial Rd.  
Elmira, Or 97437

**CALL TO ORDER (Agenda Item 1):** The regular meeting of the Fern Ridge School Board was called to order by Vice-Chair Turle at 6:30 pm.

In attendance were Directors Jackie Turle, Andrea Larson, Lorrie Daniels, Business Manager Quanah Bennett, and Superintendent Gary Carpenter.

Directors Mark Boren and Barbara Graham-Adams were absent.

**FLAG SALUTE (Agenda Item 2):** The group led in the flag salute.

**PUBLIC COMMENT (Agenda Item 3):** Community member Amanda Adams addressed the board regarding funding for the cheerleading program at Elmira High School.

Superintendent Carpenter offered to meet with Amanda after the board meeting to further discuss the issue.

**MONTHLY ITEMS (Agenda Item 4):**

**4. A. Approval of Minutes:** The minutes from July 18, 2022, Regular Board Meeting were presented for approval.

Director Larson moved to pass the minutes as written; seconded by Director Daniels. There was no discussion. The motion carried with Directors Turle, Larson, and Daniels voting yes. 3-0.

**BUSINESS OFFICE (Agenda Item 5):**

**5.A. Un-Audited 2021-2022 General Fund Revenue and Expenditures Report:** The General Fund Revenue and Expenditures Report were presented by Business Manager Quanah Bennett.

This is the unaudited 2021-2022 Financial Report as the auditors will not review until mid-September. The property tax reconciliation has also not been finalized.

The district received approximately 4% more than was budgeted and spent 87% of operating expenditures. The projected ending fund balance is \$5.6 million. This is mostly due to underspending.

Director Daniels made a motion to approve the general fund report; seconded by Director Larson. There was no discussion. The motion carried with Directors Turle, Larson, and Daniels voting yes. 3-0.

## **REPORTS (Agenda Item 6):**

**6.A. ESSER Update:** Director of K12 Programs reported that the Oregon Department of Education has approved our Integrated Plan Tool for the federal ESSER dollars that have been allocated to capital expenditures and other items.

As the year progresses, the district will be charged with updating this tool.

The district is waiting on approval for a new intercom system at Elmira High School (both indoor and outdoor). Also, waiting on approval for warehouse shelving at the high school to help organize all of the extra personal protection items (sanitizer, masks, etc)

**6.B. Superintendent's Report:** Superintendent Carpenter let the board know that the district insurance carrier PACE has completed their annual walk-through of school grounds. One item of note was the need for a structural engineer inspector to look at the football grandstands before they can be used.

The community question and answer sessions resumed before this meeting. The topic today was on the new communication tool, ParentSquare.

## **DISCUSSION ITEMS (Agenda Item 7):**

**7. A. Board Goals:** During the work session, the board created goals on four topics. These new goals are around professional development, community input, supporting buildings/staff, and celebrating staff/student achievements.

The board discussed the proposed goals and chose to move forward with the goals around Professional Development, Community Input, and Supporting Buildings/Staff.

Director Larson moved to adopt board goals 1, 2, and 3 with the 4<sup>th</sup> goal being moved as a strategy to goal #2; seconded by Director Daniels. The motion carried with Directors Turle, Larson, and Daniels voting yes. 3-0.

**7.B. ART, Inc:** The board reviewed the resolution that reflected a discussion held during the board retreat. Applegate Regional Theatre, Inc has requested another extension for payment.

As a group, the board discussed extending the deadline until December 30, 2022 with a non-refundable deposit due by September 29, 2022.

ART, Inc had previously paid a non-refundable deposit to the district when the first extension was requested.

Director Daniels motioned to propose that the board require a non-refundable payment of

\$10,000 by the current deadline of September 29<sup>th</sup>. Assuming that payment is made, we will extend the payment in full deadline by 3 months to December 30, 2022. This will allow a few more months for them to secure a business loan or private funding. By December 30<sup>th</sup>, the district expects payment in full, or ART, Inc., and anyone renting space from them, are to have vacated the premises, and the district will resume ownership of the property; seconded by Director Larson. The motion carried with Directors Turle, Larson, and Daniels voting yes. 3-0.

**PERSONNEL (Agenda Item 8):**

**8.A. Licensed Employees Resignations/New hires/Transfers/Other:**

**8.A.1.** Resignation of Madison Heuertz-McFall, 1.0 FTE Counselor at Fern Ridge Middle School, effective August 29, 2022.

**8.A.2.** Hiring of Dr. Paul Morphy, 1.0 FTE Speech-Language Pathologist, effective August 24, 2022.

**8.A.3.** Hiring of Michael Canon, 1.0 FTE Music Teacher at Fern Ridge Middle School, effective August 24, 2022.

**8.A.4.** Hiring of Jeanne Gifford-Ohnemus, 1.0 FTE Special Education Teacher at Fern Ridge Middle School, effective August 24, 2022.

Director Daniels moved to approve the resignations, new hires, transfers, and other as listed on the agenda; seconded by Director Larson. The motion carried with Directors Turle, Larson, and Daniels voting yes. 3-0.

**14.B. Non-Licensed Personnel Report:**

- Resignation of Jaime Weaver, 7.00 Special Education Instructional Assistant at Veneta Elementary School, effective August 28, 2022.
- Hiring of Angela Wigham, 6.50 Special Education Instructional Assistant at Fern Ridge Middle School, effective August 29, 2022.

**LATE ITEMS/CLOSING COMMENTS (Agenda Item 9):** None at this time.

**ADJOURNMENT (Agenda Item 10):** Vice-Chair Turle adjourned the meeting at 7:00 pm.

**UPCOMING EVENTS (Agenda Item 11):**

All Grade Levels: Registration for new students is August 17  
Elementary & Middle School Registration for returning students is August 23 – 25  
High School Registration is August 24 – 25  
New Licensed Staff Orientation is August 24 – 25  
District Inservice is August 29

Attest: \_\_\_\_\_  
School Board Representative

\_\_\_\_\_  
Gary E. Carpenter, Jr., Superintendent

|   | K         | 1          | 2          | 3          | 4          | 5          | 6          | 7         | 8          | 9          | 10         | 11         | 12        | TOTAL        | Avg. Class Size |
|---|-----------|------------|------------|------------|------------|------------|------------|-----------|------------|------------|------------|------------|-----------|--------------|-----------------|
| EES Teacher 1   | 16        |            |            |            |            |            |            |           |            |            |            |            |           | 16           |                 |
| EES Teacher 2   | 16        |            |            |            |            |            |            |           |            |            |            |            |           | 16           |                 |
| EES Teacher 3   |           | 20         |            |            |            |            |            |           |            |            |            |            |           | 20           |                 |
| EES Teacher 4   |           | 22         |            |            |            |            |            |           |            |            |            |            |           | 22           |                 |
| EES Teacher 5   |           | 21         |            |            |            |            |            |           |            |            |            |            |           | 21           |                 |
| EES Teacher 6   |           |            | 21         |            |            |            |            |           |            |            |            |            |           | 21           |                 |
| EES Teacher 7   |           |            | 22         |            |            |            |            |           |            |            |            |            |           | 22           |                 |
| EES Teacher 8   |           |            |            | 26         |            |            |            |           |            |            |            |            |           | 26           |                 |
| EES Teacher 9   |           |            |            | 27         |            |            |            |           |            |            |            |            |           | 27           |                 |
| EES Teacher 10  |           |            |            |            | 16         | 14         |            |           |            |            |            |            |           | 30           |                 |
| EES Teacher 11  |           |            |            |            | 30         |            |            |           |            |            |            |            |           | 30           |                 |
| EES Teacher 12  |           |            |            |            |            | 29         |            |           |            |            |            |            |           | 29           |                 |
| <b>Elmira Elementary</b>  | <b>32</b> | <b>63</b>  | <b>43</b>  | <b>53</b>  | <b>46</b>  | <b>43</b>  |            |           |            |            |            |            |           | <b>280</b>   | <b>23.33</b>    |
| VES Teacher 1   | 22        |            |            |            |            |            |            |           |            |            |            |            |           | 22           |                 |
| VES Teacher 2   | 22        |            |            |            |            |            |            |           |            |            |            |            |           | 22           |                 |
| VES Teacher 3   | 21        |            |            |            |            |            |            |           |            |            |            |            |           | 21           |                 |
| VES Teacher 4   |           | 20         |            |            |            |            |            |           |            |            |            |            |           | 20           |                 |
| VES Teacher 5   |           | 20         |            |            |            |            |            |           |            |            |            |            |           | 20           |                 |
| VES Teacher 6   |           | 12         | 12         |            |            |            |            |           |            |            |            |            |           | 24           |                 |
| VES Teacher 7   |           |            | 22         |            |            |            |            |           |            |            |            |            |           | 22           |                 |
| VES Teacher 8   |           |            | 23         |            |            |            |            |           |            |            |            |            |           | 23           |                 |
| VES Teacher 9   |           |            |            | 29         |            |            |            |           |            |            |            |            |           | 29           |                 |
| VES Teacher 10  |           |            |            | 29         |            |            |            |           |            |            |            |            |           | 29           |                 |
| VES Teacher 11  |           |            |            |            | 31         |            |            |           |            |            |            |            |           | 31           |                 |
| VES Teacher 12  |           |            |            |            | 31         |            |            |           |            |            |            |            |           | 31           |                 |
| VES Teacher 13  |           |            |            |            |            | 31         |            |           |            |            |            |            |           | 31           |                 |
| VES Teacher 14  |           |            |            |            |            | 31         |            |           |            |            |            |            |           | 31           |                 |
| <b>Veneta Elementary</b>  | <b>65</b> | <b>52</b>  | <b>57</b>  | <b>58</b>  | <b>62</b>  | <b>62</b>  |            |           |            |            |            |            |           | <b>356</b>   | <b>25.43</b>    |
| <b>Total Elementary</b>   | <b>97</b> | <b>115</b> | <b>100</b> | <b>111</b> | <b>108</b> | <b>105</b> |            |           |            |            |            |            |           | <b>636</b>   |                 |
| <b>Fern Ridge Middle School</b>                                   |           |            |            |            |            |            | 99         | 86        | 103        |            |            |            |           | 288          |                 |
| <b>FRMS Options</b>   |           |            |            |            |            |            |            | 1         | 1          |            |            |            |           | 2            |                 |
| <b>Elmira High School</b>   |           |            |            |            |            |            |            |           |            | 112        | 97         | 86         | 83        | 378          |                 |
| <b>EHS Options</b>  |           |            |            |            |            |            |            |           |            | 1          | 7          | 22         | 11        | 41           |                 |
| <b>EE Bridges (K-2)</b>   | 2         | 2          | 2          |            |            |            |            |           |            |            |            |            |           | 6            |                 |
| <b>EE Bridges (3-5)</b>   |           |            |            |            | 4          |            |            |           |            |            |            |            |           | 4            |                 |
| <b>VES (Structured Learning)</b>                                  |           |            |            | 1          |            | 2          |            |           |            |            |            |            |           | 3            |                 |
| <b>Home Tutor</b>   |           |            |            |            |            |            |            |           |            |            |            |            |           | -            |                 |
| <b>FRMS Bridges (6-8)</b>   |           |            |            |            |            |            | 2          | 2         |            |            |            |            |           | 4            |                 |
| <b>Total In-District Enrollment</b>                               | <b>99</b> | <b>117</b> | <b>102</b> | <b>112</b> | <b>112</b> | <b>107</b> | <b>101</b> | <b>89</b> | <b>104</b> | <b>113</b> | <b>104</b> | <b>108</b> | <b>94</b> | <b>1,362</b> |                 |
| <i>Change from Adopted Budget (based on ADMr of 1,340)</i>        |           |            |            |            |            |            |            |           |            |            |            |            |           | <b>22</b>    |                 |
| <b>Out of District Placements</b>                                 | 2         | 2          | 1          |            | 1          |            | 3          | 1         | 1          | 2          | 2          | 2          | 4         | 21           |                 |
| <i>Change from Adopted Budget (based on ADMr of 16)</i>           |           |            |            |            |            |            |            |           |            |            |            |            |           | <b>5</b>     |                 |
| <b>Total WLTL Charter School</b>                                  |           |            |            |            |            |            |            |           |            | 7          | 8          | 20         | 24        | 59           |                 |
| <b>FRSD Attending WLTL</b>  |           |            |            |            |            |            |            |           |            | 4          | 7          | 10         | 14        | 35           |                 |
| <i>Change from Adopted Budget (based on ADMr of 63)</i>           |           |            |            |            |            |            |            |           |            |            |            |            |           | <b>(4)</b>   |                 |
| <b>Total District/ Out of District /Charter School Enrollment</b> |           |            |            |            |            |            |            |           |            |            |            |            |           | <b>1,442</b> |                 |


**FERN RIDGE SCHOOL DISTRICT 28J**

## General Fund Revenue and Expenditures

| August, 31, 2022               | ADOPTED 22-23<br>BUDGET | 2022-2023        |                | TOTAL<br>YTD     | REMAINING<br>BALANCE |
|--------------------------------|-------------------------|------------------|----------------|------------------|----------------------|
|                                |                         | JULY             | AUG            |                  |                      |
| <b>Beginning Fund Balance</b>  | 3,263,059               | -                | -              | -                | 3,263,059            |
| <b>OPERATING REVENUE:</b>      |                         |                  |                |                  |                      |
| PROPERTY TAXES                 | 5,103,445               | 9,210            | 19,284         | 28,494           | 5,074,951            |
| COUNTY SCHOOL FUNDS            | 53,000                  | -                | -              | -                | 53,000               |
| COMMON SCHOOL FUND             | 172,885                 | -                | -              | -                | 172,885              |
| STATE MANAGED COUNTY TIMBER    | -                       | -                | -              | -                | -                    |
| FEDERAL FOREST FEES            | 57,350                  | -                | -              | -                | 57,350               |
| OTHER REVENUES                 | 392,033                 | 15,976           | 24,815         | 40,791           | 351,242              |
| STATE SCHOOL FUND              | 10,780,665              | 1,872,377        | 921,030        | 2,793,407        | 7,987,258            |
| OTHER RESTRICTED GRANTS        | -                       | -                | -              | -                | -                    |
| RESTRICTED FR FED/GOV ST       | -                       | -                | -              | -                | -                    |
| INTERUND TRANSFERS             | -                       | -                | -              | -                | -                    |
| SALE OF FIXED ASSETS           | -                       | -                | -              | -                | -                    |
| <b>TOTAL OPERATING REVENUE</b> | <b>16,559,378</b>       | <b>1,897,563</b> | <b>965,129</b> | <b>2,862,691</b> | <b>13,696,687</b>    |

17%

**TOTAL BUDGETED REVENUE (INCLUDES BEGINNING FUND BALANCE)**      **19,822,437**      **2,862,691**

|                                     |                   |                |                |                |                   |
|-------------------------------------|-------------------|----------------|----------------|----------------|-------------------|
| <b>OPERATING EXPENDITURES:</b>      |                   |                |                |                |                   |
| SALARIES                            | 7,582,257         | 137,112        | 169,251        | 306,364        | 7,275,893         |
| BENEFITS                            | 5,752,135         | 93,606         | 115,022        | 208,628        | 5,543,507         |
| PURCHASED SERVICES                  | 2,937,935         | 40,942         | 71,885         | 112,827        | 2,825,108         |
| SUPPLIES & MATERIALS                | 319,661           | 11,539         | 53,369         | 64,908         | 254,753           |
| CAPITAL OUTLAY                      | -                 | -              | -              | -              | -                 |
| OTHER                               | 235,810           | 13,302         | 200,497        | 213,799        | 22,011            |
| <b>TOTAL OPERATING EXPENDITURES</b> | <b>16,827,798</b> | <b>296,501</b> | <b>610,025</b> | <b>906,526</b> | <b>15,921,272</b> |

5%

|   |                  |          |          |          |                  |
|---|------------------|----------|----------|----------|------------------|
| <b>NON-OPERATING EXPENDITURES</b>       |                  |          |          |          |                  |
| INTERFUND TRANSFERS                     | 1,488,500        | -        | -        | -        | 1,488,500        |
| CONTINGENCY                             | 1,506,139        | -        | -        | -        | 1,506,139        |
| <b>TOTAL NON-OPERATING EXPENDITURES</b> | <b>2,994,639</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>2,994,639</b> |

**TOTAL BUDGETED EXPENDITURES**      **19,822,437**      **906,526**

# Fern Ridge School District 28J



Gary E. Carpenter Jr.  
Superintendent

88834 Territorial Road, Elmira, OR 97437  
Phone: (541) 935-2253  
Fax: (541) 935-8222

## **Classified/Confidential/Manager/Coach Employees Resignations/New Hires/Transfers/Other Report**

September 19, 2022

### Resignations/Retirements

1. Resignation of Sheila Upton, 7.50 Instructional Assistant at Elmira Elementary School, effective September 5, 2022.

### New Hires

1. Hiring of Ethan Davis, One-Year Temporary 7.00 PE Instructional Assistant at Fern Ridge Middle School, effective August 29, 2022
2. Hiring of Stacey Bell, 7.00 PASS Instructional Assistant at Elmira Elementary School, effective August 29, 2022.
3. Hiring of Katy Miller, 6.50 Special Education Instructional Assistant at Fern Ridge Middle School, effective August 29, 2022.
4. Hiring of Clarisa Kinser-McDougal, 7.00 Instructional Behavior Assistant at Elmira Elementary School, effective September 26, 2022.
5. Hiring of Judy Alexander-Dady, 3.75 Special Education Instructional Assistant at Elmira Elementary School, effective September 6, 2022.
6. Hiring of Christy Carleton, 5.25 Special Education Instructional Assistant at Elmira High School, effective September 9, 2022.
7. Hiring of Amber Valenzuela, 3.50 Instructional Assistant at Veneta Elementary School, effective September 6, 2022.
8. Hiring of Michael Murray, 3.00 ASPIRE Coordinator at Elmira High School, effective August 29, 2022.
9. Hiring of Joe Anderson, 1.0 FTE Custodian, effective September 2, 2022.
10. Hiring of Marlee Black, 7.50 Instructional Behavior Assistant at Fern Ridge Middle School, effective August 29, 2022.
11. Hiring of Danielle Moore, 7.50 PASS Instructional Assistant at Fern Ridge Middle School, effective August 29, 2022.

### Other

1. Transfer of Amy Bassett, 6.50 Special Education Instructional Assistant at Fern Ridge Middle School to 6.50 Title Instructional Assistant at Veneta Elementary School, effective August 29, 2022.
2. Termination of Kelsey Boren, 6.50 Instructional Assistant at Veneta Elementary School, effective September 2, 2022

*The Fern Ridge School District is an equal opportunity educator and employer.*

Coaches

1. Hiring of Isabelle Nix, Cheer Coach at Elmira High School, effective for the 2022-2023 season.