

# School Board Meeting

Monday, April 10, 2023 Doors open at 6:15pm

District Administration Office, 88834 Territorial Road, Elmira, Oregon 97437

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

2. **Citizenship Award**

**Presenter:** Director  
Forrest Cooper

3. **Flag Salute led by Citizenship Award Winner**

4. **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.

5. **Monthly Items:**

5.A. Approval of Minutes - Board Action

6. **Business Office**

**Presenter:** Business  
Manager, Quanah  
Bennett

6.A. Enrollment Report - Quanah Bennett, Business  
Manager

6.B. General Fund Revenue and Expenditure Report

7. **Reports:**

7.A. Veneta Elementary Presentation

**Presenter:** Principal,  
Lisa Leatham

7.B. Elementary and Secondary School Emergency  
Relief (ESSER) III Expenditure Report - Board  
Action Required

**Presenter:** Director  
of K12 Programs,  
Michelle Marshall

7.C. Superintendent's Report

8. **Discussion Items**

8.A. 2022-2023 Calendar Adjustment so that Friday,  
May 26th is now a student contact day with an

early release schedule - Board Action Required

8.B. 55th Annual Distinguished Service Awards

8.C. First Reading of Policy and Administrative Rules

9. **Personnel**

9.A. Licensed Employees Resignations/New Hires/Transfers/Other

9.A.1. Adjusted resignation date of Sienna Griggs, 1.0 FTE teacher at Elmira Elmira Elementary from the end of the 2022-2023 school year to April 18, 2023.

9.B. Non-Licensed Personnel Report

10. **Executive Session Under ORS 192.660(2)(i): to review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing.**

11. **Resolution 22-23/10 Superintendent Contract Extension - Board Action Required**

12. **Late Items/Closing Comments**

13. **Upcoming Dates:**

**Elementary**

4/13: Outdoor School Parent Info Night at EES

4/21: No School (Parent/Teacher Conferences)

4/22: VES Auction

**Fern Ridge Middle School**

4/13: Parent Group Meeting

4/27: Track meet at EHS

**Elmira High School**

4/11: Softball vs. Siuslaw

4/12: EHS Track Meet

4/14: Baseball vs. Siuslaw

4/21: Baseball vs. Harrisburg

4/21: Softball vs. Harrisburg

4/25: Baseball vs. Sisters

4/25: Softball vs. Sisters

5/2: Baseball vs. Pleasant Hill

5/2: Softball vs. Pleasant Hill

5/6: Prom

14. **Adjournment**



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

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

**March 13, 2023**

**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 Chair Boren at 6:32 pm.

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

Director Graham-Adams was absent.

**CITIZENSHIP AWARD (Agenda Item 2):** The March Citizenship Award was presented to Fern Ridge Middle School student Penelope Cordon.

**FLAG SALUTE (Agenda Item 3):** Penelope Cordon led in the flag salute.

**PUBLIC COMMENT (Agenda Item 4):** None at this time.

Board Chair Boren moved the Career-Technical Education presentation to this portion of the meeting. Measure 98 Success Coordinator Jon Guldager and Elmira High School CTE teacher Mr. David Johnson gave an update to the school board on the programs in place at both Elmira High School and the middle school.

Four students attended to talk about their experience with the EHS CTE program. It was noted that more girls than boys are now enrolled in welding.

**MONTHLY ITEMS (Agenda Item 5):**

**5. A. Approval of Minutes:** The minutes from the February 27, 2023 regular board meeting were presented for approval.

Director Larson moved to approve the minutes as written; seconded by Director Turle. There was no discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

**BUSINESS OFFICE (Agenda Item 6):**

**6. A. March 1, 2023 Enrollment Report:** Business Manager Quannah Bennett presented the

current enrollment report.

District enrollment is 32 students below adopted budget projections.

Currently, the district is up nine students at the elementary level, is down one at the middle school level, and is down 40 students at the high school level.

**6.B. General Fund Revenue and Expenditure Report:** Business Manager Quanah Bennett reviewed the financial report as of February 28, 2023. The district has received 84% of revenue and spent 51% of operating expenditures.

At this same time last year, the district had received 83% of revenue and spent 48% of the operating expenditures.

The ending fund balance of 2021-2022 was recorded in this spreadsheet. The balance was a 6.5% increase over the 2020-2021 ending fund balance.

Director Turle made a motion to approve the financial report as presented; seconded by Director Daniels. There was no discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

#### **REPORTS (Agenda Item 7):**

**7. A. Elmira Elementary Presentation:** Principal Klingsporn shared the annual EES report. New/reassigned staff, current student activities, and upcoming events were shared in a slideshow presentation.

**7. B. Integrated Guidance Document Review:** Director of K12 Programs Michelle Marshall gave an overview of the FRSD Integrated Guidance Document. The complete plan was shared with parents via the district communication tool, ParentSquare, and was shared with the community on the school district website and social media accounts for feedback.

Director Larson moved to approve the integrated guidance document; seconded by Director Daniels. There was no further discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

**7. C. Superintendent's Report:** There was no report at this time – the time was given to Mr. Guldager and the students who came to speak.

**7. D. Career-Technical Education Program Update:** This was moved to an earlier part of the agenda.

#### **DISCUSSION ITEMS (Agenda Item 8):**

**8. A. Second Reading of 2023-2024 Public Calendar:** The second reading of the 2023-2024 public calendar was presented. There were no changes made to the calendar since the first reading was held in February.

Director Turle made a motion to approve the 2023-2024 Public Calendar; seconded by Director Daniels. There was no discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

**8.B. Second Reading of Proposed Policy Updates:** The second reading on the following policies was presented: BBBA – Board Member Qualifications, GBEA – Workplace Harassment, IGBB – Talented and Gifted Program and/or Services, IGBBA – Talented and Gifted Students – Identification, IGDJ – Interscholastic Activities, IK – Academic Achievement, IKF – Graduation Requirements, JGAB – Use of Restraint or Seclusion.

There was a time of discussion on the grammar used in policy IK and the board agreed that the word is should stay in the policy to make the sentence more readable.

There was also a discussion on policy GBEA. The board will revisit the language in the policy and may recommend edits in April.

Director Larson moved to approve all of the policies listed under second reading as written with the edit they agreed on; seconded by Director Turle. There was no discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

**PERSONNEL (Agenda Item 9):**

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

**9.A.1.** Resignation of Sienna Griggs, 1.0 FTE Teacher at Elmira Elementary, effective the end of the 2022-2023 school year.

**9.A.2.** Renew 2023-2024 Contracts for District Office Group: Quanah Bennett, Leiisa Boytz, Sarah Elliott, Amy Hand, Paul Lambert, and Michelle Smith.

Director Larson made a motion to accept the resignation of Sienna Griggs and the renewal of contracts for the District Office Group; seconded by Director Daniels. There was no further discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

**9.A.3. Teacher Contract Extensions: Resolution 22-23/04 Teacher Contract Renewals**

In this resolution, the following teachers shall be issued individual employment contracts for the 2023-2024 and 2024-2025 school years, pursuant to ORS 342.895: Kenneth Best, Ryan Brummett, Anne Caswell, Mirka Chen, Gretta Connoly, Forrest Cooper, Kasey Cutsforth, Bradley Davis, Whitney Davis, Thomas Edmundson, Emmy Erwin, Marian French, Deanna Greene, Jeff Greene, Mike Guill, Jon Guldager, Gwen Harper, Shannon Hart, Rebecca Hauge, Jennifer Herbert, Heather Hohnstein, Paris Hood, Kyle Humphrey, Alisa Johnson, David Johnson, Donna Jones, Wendy Kenyon, Ruth Larson, Robert Lee, Ruth F. Lewis, Jesse Light, Debra Lloyd, Michelle Markham, Jeff McCortney, Erika McGuire, Brittany McMillan, Lauren Midwood, Kyle Moeller, James Monegan, Michelle Nelson, Kailee Nienhaus, Ann Oxenford, Angela Pebworth, Reine' Peirce, Billie Perrier, Jennifer Prutzman, Rose Reynolds, Emilee Russell, Amy Schreiber-Hutton, Rachel Sinniger, Elizabeth Skenzick, Debra St. Hilaire, John Wagner, Estin Warren, Sarah Wartenbee, Patrick Wondra.

#### **9.A.4. Probationary Teacher Contract Renewals: Resolution 22-23/05 Probationary Teacher Contract Renewals**

In this resolution, the following teachers shall be issued individual employment contracts for the 2023-2024 school year, pursuant to ORS 342.895: Year One – None, Year Two – Michael Canon, Cassie Colon, Ian Cooper, Chanda Diekotto, Ashley Foltz, Alyssa Fuentes, Madison Hahn, River Hardy.

#### **9.A.5. Temporary Contracts Ending in 2022-2023: Resolution 22-23/06 One Year Temporary Contracts/Non-Renewal.**

In this resolution, the following temporary teaching contracts are terminal and issued for the 2022-2023 school year only: Arthur Franklin, Mari Jones, Kayce Mock, Teri Moen-Gay, Sarah Molloy.

#### **9.A.6 Administrator Three-Year Contract: Resolution 22-23/07 Administrator Three-Year Contract Extension.**

In this resolution, the following administrator shall be issued an individual employment contract for the 2023-2024, 2024-2025, and 2025-2026 school years, pursuant to ORS 342.845(5)(a): Eric Carman.

#### **9.A.7. Probationary Administrator Contract Renewal: Resolution 22-23/08 Probationary Administrator's Contract Renewals.**

In this resolution, the following administrators shall be issued an individual employment contract for the 2023-2024 year, pursuant to ORS 342.895: Rilke Klingsporn and Joel Smith.

#### **9.A.8. Administrator Contract Renewal: Resolution 22-23/09 Administrator Contract Extensions.**

In this resolution, the following administrators shall have their contract extended an additional year through the 2024-2025 school year pursuant to ORS 342.845(5)(a): Brian Brands, Rick Gardner, Olivia Johnson, and Michelle Marshall.

Director Turle made a motion to approve resolutions 22-23/04 to 09; seconded by Director Daniels. There was no further discussion. The motion carried with Directors Boren, Turle, Larson, and Daniels voting yes. 4-0.

**9.B. Non-Licensed Personnel Report:** The non-licensed personnel report was presented for review:

- Hiring of Ethan Davis, JV Baseball Coach at Elmira High School, effective the 2022-2023 season.
- Hiring of William Hill, JV Softball Coach at Elmira High School, effective the 2022-2023 season.

**LATE ITEMS/CLOSING COMMENTS (Agenda Item 10):** Director Larson volunteered as a

moderator at the 3 – 5 Oregon Battle of the Books (OBOB) competition. She noted that the OBOB committee was conducting student surveys.

The high school OBOB team competes this Wednesday evening.

Chair Boren mentioned that he volunteered at the 4A basketball tournament and highlighted the great championship game for the Unified basketball teams.

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

March 23: FRMS/EHS Parent-Teacher Conferences

March 24: No School

March 27-31: Spring Break

April 6: VES Talent Show

April 6: End of 3<sup>rd</sup> Quarter

April 7: No School (teacher workday)

**ADJOURNMENT (Agenda Item 12):** Chair Boren adjourned the meeting at 7:29 pm.

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

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



**FERN RIDGE SCHOOL DISTRICT 28J**  
**ENROLLMENT REPORT**

April 1, 2023

Avg.  
Class  
Size

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
EES Teacher 1	14													14
EES Teacher 2	15													15
EES Teacher 3		20												20
EES Teacher 4		20												20
EES Teacher 5		20												20
EES Teacher 6			21											21
EES Teacher 7			21											21
EES Teacher 8				27										27
EES Teacher 9				25										25
EES Teacher 10					18	12								30
EES Teacher 11					30									30
EES Teacher 12						29								29
<b>Elmira Elementary</b>	<b>29</b>	<b>60</b>	<b>42</b>	<b>52</b>	<b>48</b>	<b>41</b>								<b>272</b>
VES Teacher 1	22													22
VES Teacher 2	21													21
VES Teacher 3	21													21
VES Teacher 4		18												18
VES Teacher 5		20												20
VES Teacher 6		12	11											23
VES Teacher 7			23											23
VES Teacher 8			23											23
VES Teacher 9				26										26
VES Teacher 10				26										26
VES Teacher 11					32									32
VES Teacher 12					31									31
VES Teacher 13						31								31
VES Teacher 14						27								27
<b>Veneta Elementary</b>	<b>64</b>	<b>50</b>	<b>57</b>	<b>52</b>	<b>63</b>	<b>58</b>								<b>344</b>
<b>Total Elementary</b>	<b>93</b>	<b>110</b>	<b>99</b>	<b>104</b>	<b>111</b>	<b>99</b>								<b>616</b>
<b>Fern Ridge Middle School</b>							<b>93</b>	<b>86</b>	<b>94</b>					<b>273</b>
<b>FRMS Options</b>								<b>4</b>	<b>4</b>					<b>8</b>
<b>Elmira High School</b>										<b>100</b>	<b>83</b>	<b>80</b>	<b>70</b>	<b>333</b>
<b>EHS Options</b>										<b>3</b>	<b>14</b>	<b>22</b>	<b>8</b>	<b>47</b>
<b>EE Bridges (K-2)</b>	<b>3</b>	<b>2</b>	<b>3</b>											<b>8</b>
<b>EE Bridges (3-5)</b>					<b>3</b>	<b>1</b>								<b>4</b>
<b>VES (Structured Learning)</b>			<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>								<b>6</b>
<b>Home Tutor</b>	<b>1</b>				<b>1</b>									<b>2</b>
<b>FRMS Bridges (6-8)</b>							<b>3</b>	<b>2</b>	<b>2</b>					<b>7</b>
<b>Total In-District Enrollment</b>	<b>96</b>	<b>112</b>	<b>103</b>	<b>106</b>	<b>115</b>	<b>102</b>	<b>96</b>	<b>92</b>	<b>100</b>	<b>103</b>	<b>97</b>	<b>102</b>	<b>78</b>	<b>1,304</b>
<i>Change from Adopted Budget (based on ADMr of 1340)</i>														<b>(36)</b>
<b>Out of District Placements</b>	<b>2</b>	<b>1</b>	<b>1</b>		<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>19</b>
<i>Change from Adopted Budget (based on ADMr of 16)</i>														<b>3</b>
<b>Total WLTL Charter School</b>										<b>20</b>	<b>16</b>	<b>25</b>	<b>22</b>	<b>83</b>
<b>FRSD Attending WLTL</b>										<b>15</b>	<b>10</b>	<b>9</b>	<b>15</b>	<b>49</b>
<i>Change from Adopted Budget (based on ADMr of 63)</i>														<b>20</b>
<b>Total District/ Out of District /Charter School Enrollment</b>														<b>1,406</b>
<i>Change from Adopted Budget (based on ADMr of 1419)</i>														<b>(13)</b>

22.67

24.57


**FERN RIDGE SCHOOL DISTRICT 28J**

## General Fund Revenue and Expenditures

<b>March 31, 2023</b>	<b>ADOPTED 22-23 BUDGET</b>	<b>2022-2023</b>									<b>TOTAL YTD</b>	<b>REMAINING BALANCE</b>
		<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>		
<b>Beginning Fund Balance</b>	3,263,059	-	-						5,685,770		5,685,770	(2,422,711)
<b>OPERATING REVENUE:</b>												
PROPERTY TAXES	5,103,445	9,210	19,284	13,550	21,864	3,294,509	1,502,106	65,940	39,861	111,895	5,078,218	25,227
COUNTY SCHOOL FUNDS	53,000	-	-	-	-	-	-	-	-	-	-	53,000
COMMON SCHOOL FUND	172,885	-	-	-	-	-	-	-	-	-	-	172,885
STATE MANAGED COUNTY TIMBER	-	-	-	298,145	-	-	-	-	5,423	-	303,567	(303,567)
FEDERAL FOREST FEES	57,350	-	-	-	-	-	-	-	-	-	-	57,350
OTHER REVENUES	392,033	15,976	24,815	27,543	40,480	34,577	135,372	64,477	40,999	119,570	503,808	(111,775)
STATE SCHOOL FUND	10,780,665	1,872,377	921,030	883,095	899,557	901,235	896,297	-	1,854,787	899,775	9,128,152	1,652,513
OTHER RESTRICTED GRANTS	-	-	-	-	-	-	-	-	-	-	-	-
RESTRICTED FR FED/GOV ST	-	-	-	-	-	-	-	-	-	-	-	-
INTERUND TRANSFERS	-	-	-	-	-	-	-	-	-	-	-	-
SALE OF FIXED ASSETS	-	-	-	-	-	-	-	-	-	1,801	1,801	(1,801)
<b>TOTAL OPERATING REVENUE</b>	<b>16,559,378</b>	<b>1,897,563</b>	<b>965,129</b>	<b>1,222,333</b>	<b>961,901</b>	<b>4,230,322</b>	<b>2,533,775</b>	<b>130,416</b>	<b>1,941,069</b>	<b>1,133,040</b>	<b>15,015,547</b>	<b>1,543,831</b>

**TOTAL BUDGETED REVENUE (INCLUDES BEGINNING FUND BALANCE)** **91%**  
**19,822,437** **20,701,317**

<b>OPERATING EXPENDITURES:</b>												
SALARIES	7,582,257	137,112	169,251	582,708	588,737	603,832	601,035	583,354	595,788	682,786	4,544,603	3,037,654
BENEFITS	5,752,135	93,606	115,022	448,661	435,357	431,335	426,363	423,271	449,345	485,412	3,308,372	2,443,763
PURCHASED SERVICES	2,937,935	40,942	71,885	119,500	194,895	431,826	121,849	241,857	287,657	292,173	1,802,583	1,135,352
SUPPLIES & MATERIALS	319,661	11,539	53,369	29,507	14,754	28,892	11,931	20,370	8,770	24,077	203,209	116,452
CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-	-	-	-
OTHER	235,810	13,302	200,497	2,987	2,234	1,316	332	664	348	2,831	224,511	11,299
<b>TOTAL OPERATING EXPENDITURES</b>	<b>16,827,798</b>	<b>296,501</b>	<b>610,025</b>	<b>1,183,363</b>	<b>1,235,977</b>	<b>1,497,200</b>	<b>1,161,510</b>	<b>1,269,516</b>	<b>1,341,908</b>	<b>1,487,279</b>	<b>10,083,278</b>	<b>6,744,520</b>

**TOTAL BUDGETED EXPENDITURES** **60%**

<b>NON-OPERATING EXPENDITURES</b>												
INTERFUND TRANSFERS	1,488,500	-	-	-	-	-	1,480,000	-	-	-	1,480,000	8,500
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>-</b>	<b>-</b>	<b>1,480,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,480,000</b>	<b>1,514,639</b>

**TOTAL BUDGETED EXPENDITURES** **11,563,278**

# OSBA Model Sample Policy

Code: JECBB  
Adopted:

## **Intradistrict Transfer Students**

With the superintendent’s approval, the district may grant the request of a resident student to attend another school in the district, provided the receiving school agrees to that request.

Students who attend a district school identified as persistently dangerous, or who are victims of a violent criminal offense occurring in or on the grounds of the school the student attends, may transfer to a safe public school in the district, including transfer to a public charter school in the district.

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

END OF POLICY

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### **Legal Reference(s):**

[ORS 332.107](#)

[ORS 339.133](#)

[OAR 581-021-0045](#)

Every Student Succeeds Act, 20 U.S.C. § 7912 (2012).

# Fern Ridge School District 28J

Code: JECBB AR

Adopted:

## Intradistrict Transfer Students

Fern Ridge School District elementary students will attend the school within the attendance boundaries in which they reside unless at least one of the following conditions occurs:

1. Requests that a student attend a district school other than the student's assigned school within the student's regular attendance boundary must be made by the parent/guardian and submitted on the district form. Requests to transfer will be considered on a space-available basis and subject to the following criteria:
  - a. Transfer requests are due by the last day of the in-person elementary registration period before the start of each school year. Later requests may be considered in unusual circumstances at the district's discretion. Transfer requests are submitted at the start of a school year only unless at the time of a permanent address change, mid-year initial district enrollment, or a district-initiated transfer.
  - b. The principals of the sending and receiving schools will consult and must mutually agree to the transfer. If either principal objects, the request will be denied.
  - c. Transportation will be the responsibility of the parent.
  - d. Notification of approval/denial will be made the week before the start of the school year. In case of mid-year initial enrollment or permanent address change, notification will be made within one week.
  - e. Once a student transfer is approved, the district will, to the extent practicable, continue the student in the receiving school through the highest grade in that building. Continuation of the transfer may be denied based on such considerations as space limitations, student behavior, on-time attendance, or academic performance.
  - f. Families must complete a transfer request form for each sibling. An approved transfer granted to a student will not obligate the district to approve subsequent requests from another student in the same family. However, prior household approvals will be a factor in consideration.
  - g. If a family chooses to return to their home boundary school, transition time will be at least two school days. If a student returns to their home boundary school mid-year, the transfer approval is voided.
  - h. Student violations of Board policy, administrative regulations, or school rules may result in revocation of the transfer at any time at the discretion of the district, in addition to discipline imposed.
  - i. Students are expected to pre-register and complete final registration for the school in their assigned attendance area pending disposition of a transfer request.
2. The district may initiate a transfer of a student from one school to another. Such action would require notification of parents at least ten (10) days prior to transfer and the parents must agree to the transfer. If agreement is not reached, the superintendent will make a decision.

3. Students may be assigned to a school outside their attendance boundary when the grade/class population of the school within the boundary becomes too large for the school building to accommodate. In such situations, the district will notify the parents of students involved as soon as possible prior to reassignment. Initially, student reassignment will be on a voluntary basis. If there are not enough volunteers, a district team consisting of staff from both schools will meet to make a decision. The district will provide transportation for students that are transferred in this situation for that school year. At the end of the school year, transferred students will return to their home boundary school for the following year or submit a transfer request.

## INTRA-DISTRICT TRANSFER REQUEST FORM

Fern Ridge School District 28J

Date of Request \_\_\_\_\_

Presently resides in:       Elmira Elementary       Veneta Elementary

Request to attend:       Elmira Elementary       Veneta Elementary

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Parent Name \_\_\_\_\_ Day phone \_\_\_\_\_ Evening phone \_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street or PO Box      City, State, Zip

Residence address: (if different) \_\_\_\_\_  
Street or PO Box      City, State, Zip

Student Name \_\_\_\_\_ Current grade: \_\_\_\_\_

Student Name \_\_\_\_\_ Current grade: \_\_\_\_\_

Student Name \_\_\_\_\_ Current grade: \_\_\_\_\_

Reason for request (please be specific): \_\_\_\_\_

*By signing below, I understand the guidelines for intra-district transfer requests outlined in Fern Ridge School District Policy JECBB-AR (see reverse).*

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY

Date Received \_\_\_\_\_

Request is:  Approved  Denied

Administrator Signature \_\_\_\_\_

Notes:

# 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**

April 10, 2023

### Resignations/Retirements

1. Resignation of Makaila Cravenho, 6.50 Special Education Instructional Assistant at Elmira High School, effective March 21, 2023.
2. Resignation of Quinn Larson, 1.0 FTE Custodian, effective March 24, 2023.
3. Resignation of Dani Upton, 7.00 Instructional Behavior Assistant at Elmira Elementary School, effective June 16, 2023.

### New Hires/Transfers

1. Hiring of Margaret Smith, 6.50 Title Instructional Assistant at Elmira Elementary School, effective

### Other

1. None at this time.

### Coaches

1. None at this time.

April 10, 2023– Resolution #22-23/10

**FERN RIDGE SCHOOL DISTRICT 28J**  
**88834 Territorial Road**  
**Elmira, OR 97437**  
**RESOLUTION NO. 22-23/10**

**RESOLUTION FOR SUPERINTENDENT’S CONTRACT EXTENSION**

**WHEREAS**, ORS 332.505(2)(a) provides that a superintendent will be employed pursuant to a contract no greater than three years in length; and

**WHEREAS**, ORS 332.505(2)(a) provides that a school board may elect to issue a subsequent contract for “an additional three years” at any time; and

**WHEREAS**, the current contract between the superintendent covers three years and expires June 30, 2025; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Fern Ridge School District No. 28J, Lane County, Oregon, that the superintendent shall have his contract by this resolution extended by one year so that it now expires June 30, 2026.

Gary E. Carpenter, Jr.

**ADOPTED** by the Board this 10<sup>th</sup> day of April 2023, Lane County School District 28J.

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Board of Directors, Chair

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Superintendent