

Fern Ridge School District Board of Directors

Monday, September 16, 2024 The doors will open at 6:15pm

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

1. Call to Order: Public - 6:30 pm

We have a shared vision in the Fern Ridge School District: Provide excellence for every student so that each will reach their greatest potential.

Thank you to the members of the public who have joined us. As a reminder, School Board meetings and work sessions are meetings of the Board held in public, providing an opportunity to observe the Board's discussion and actions.

In an effort to conduct official Board business, we ask that the audience be respectful and refrain from questions, comments, and unnecessary noise while the Board conducts the meeting.

There is an opportunity for citizen comment tonight, and the Board looks forward to hearing from those who signed up. I will share some reminders when we get to that portion of the meeting.

Also, please note that all Board meetings are live-streamed and posted on the School Board area of the website.

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 if you are a resident of the district. 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

5. **Business Office**

Presenter: Business
Manager, Quanah
Bennett

5.A. Enrollment Report

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

6. **Reports:**

6.A. Fern Ridge Education Association

Presenter: Jennifer
Snider-Prutzman

6.B. Student Representative(s) to the School Board
Report

Presenter: JT Meyers
and Fern Valle-Arvizu

6.C. Director of K-12 Programs Update

Presenter: Michelle
Marshall

6.D. Superintendent's Report

7. **Discussion Items**

7.A. SB732 - District Equity Committee

7.B. Oregon School Board Association Annual
Convention attendance

7.C. First Reading of Policies and Administrative
Rules

7.C.1. JECB Admission of Nonresident Students

7.C.2. JECB-AR(1) Admission of Nonresident
Students

7.C.3. JECB-AR(3-6) DELETE/REPLACE

7.C.4. JECB-AR(3) Request for Nonresident
Student Admission-Interdistrict Transfer

7.C.5. EBBB Injury or Illness Reports

7.C.6. AC Nondiscrimination

8. **Personnel**

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

8.A.1. None at this time

8.B. Non-Licensed Personnel Report

9. **Late Items/Closing Comments**

10. **Upcoming Events**

10.A. Elmira Elementary
September 17th:PTA 6pm
September 26th- Open House 6-7pm

Veneta Elementary
September 26th- Open House 6-7pm

Fern Ridge Middle
October 3rd- Open House 6:30-8pm

Elmira High
September 30th - Open House

11. **Adjournment**



FERN RIDGE SCHOOL DISTRICT 28J
School Board Meeting Minutes

REGULAR MEETING of the FERN RIDGE SCHOOL BOARD

August 19, 2024

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

CALL TO ORDER (Agenda Item 1): The regular meeting was called to order at 6:30 pm.

In attendance were Directors Mark Boren, Andrea Larson, Barbara Graham-Adams, Kathleen Pizzola, Lisa McCann, and Superintendent Gary Carpenter.

We have a shared vision in the Fern Ridge School District: Provide excellence for every student so that each will reach their greatest potential.

Thank you to the members of the public who have joined us. As a reminder, School Board meetings and work sessions are meetings of the Board held in public, providing an opportunity to observe the Board's discussion and actions.

In an effort to conduct official Board business, we ask that the audience be respectful and refrain from questions, comments, and unnecessary noise while the Board conducts the meeting.

There is an opportunity for citizen comment tonight, and the Board looks forward to hearing from those who signed up. I will share some reminders when we get to that portion of the meeting.

Also, please note that all Board meetings are live streamed and posted on the School Board area of the website.

FLAG SALUTE (Agenda Item 2): Director Graham-Adams led the flag salute.

PUBLIC COMMENT (Agenda Item 3): None at this time.

MONTHLY ITEMS (Agenda Item 4):

4. A. Approval of Minutes: The minutes from the retreat session on July 29, 2024 and regular meeting on July 15, 2024 were presented for approval.

Director Boren moved to approve the minutes from the retreat session on July 29, 2024 and regular session July 15, 2024; seconded by Director Pizzola.

There was a time of discussion on Item 6.D. with clarification that there would be no assignments this year. There was a time of discussion on Item 6.I. with clarification that the OSBA targeted survey would be used to evaluate the superintendent and the exit surveys would not be part of the superintendent evaluation. There was a time of discussion on clarifying that Item 6.B. was the topic of voting language.

The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

BUSINESS OFFICE (Agenda Item 5):

5. A. General Fund Revenue and Expenditure Report: Business Manager Quanah Bennett reviewed the general fund revenue and expenditure report as of July 31, 2024. The district has received 12% of budgeted revenue and spent 3% of operating expenditures.

Director Larsen moved to approve the general fund revenue and expenditures for fiscal year 24-25; seconded by Director McCann. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

5. B. Unaudited Financial Report for 2023-2024: Business Manager Quanah Bennett reviewed the unaudited financial report for 2023-2024. The district has collected 103% of the budgeted revenue and spent 95% of operating expenditures. The District ending fund balance is 25%/roughly \$4.5 million. The district underspent operating expenditures by 5.13%. The district spent \$0 of contingency dollars. The interim audit and final audit are underway simultaneously.

5. C. New Checking Account for Bond Funds: Business Manager Quanah Bennett presented that the board shall take action and present to the bank the minutes on opening a new checking account for bond funds.

There was a time of discussion around the procedure from the previous bond in 2014.

Director Larsen moved to approve the new checking account for the bond funds; seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

REPORTS (Agenda Item 6):

6. A. Director of K-12 Programs: Director Marshall presented the following information as an update and not an official report.

- that there will be an extra workshop with the Equity team.
- 16 Teachers participating in a reading training through October.
- Classified Assistants are training in trauma informed practices, relationships, behavior management through University of Oregon.
- Elementary team is starting year 2 of ORII
- SIA will be presented annual performance review leading into the application for 25-29

6. D. Superintendent's Report

- Presented a Post Pricing Talking Points from Piper Sandler on the sale of bonds.

- Superintendent Carpenter will post on district website.
- FREA president Jennifer Snyder was not present and Superintendent Carpenter presented for them:
 - 1.) Gave a reminder for the Papas Pizza Fund Raiser.
 - 2.) Thanked everyone for all the hard work to get the buildings ready for school.
 - Invited board to attend August 26 in-service day.

DISCUSSION ITEMS (Agenda Item 7):

7. A. Board Stipends:

Reminder that the board will wait until the legislature makes a fix on this topic before we make any motions.

7. B. Confirm Board Work Sessions:

Choose 2-3 work session dates of October 21, December 16, and March 17 with Kristin Miles to work on board goals through professional development tools. There was a brief discussion on topics and activities that will be options for those work sessions.

Director Boren moved to approve the three work session dates; seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

7. C. Adopt and Approve Superintendent's Goal and Identify Check-in Dates:

Superintendent Carpenter presented the 2 Superintendent's Goals for 2024-2025 as revised in the work session. The board will add an Executive session at the end of the regular November and February school board dates to check-in on those goals.

Director Boren moved to approve the Superintendent goals for 2024-2025 and the two check-in dates in November and February as proposed; seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

7. D. Exit Surveys:

Superintendent Carpenter explained that it will be presented to the board as summative information and presented in July.

Director Pizzola moved to approve the exit survey; seconded by Director Larsen.

There was a time of clarification between the exit survey summary and the targeted surveys and their purposes.

The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

7. E. Board Goals:

Superintendent Carpenter reviewed the board goals as revised in the work session.

Director McCann moved to approve the 2024-2025 Fern Ridge board goals; seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

7. F. Oregon School Board Association Work Sessions Schedule:

Superintendent Carpenter explained no action is needed.

7. G. Longitudinal Growth Reports:

*Skipped.

7. H. Board Operating Agreement: There was a time of discussion around the obligations as a voting board member and when abstention is appropriate. The wording of item number 16. of the operating agreement was discussed at length and will read “Board members will commit to voting for or against all actions proposed to the board and abstain when an abstention is appropriate.”

Director Boren moved to adopt the board operating agreement as written with the exception of the second sentence of number 16.) Voting deleted; seconded by Director Larsen.

There was a time of discussion about the importance of all board members agreeing on the Board Operating Agreement.

The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

Director Larsen moved to approve the Resolution #24-25/01; seconded by Director Boren. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

7. I. Second Reading of Proposed Policy Updates: A second reading of DJC Bidding Requirements (Delete and Replace), and DJC Bidding Requirements.

Director Larsen moved to approve the DJC bidding requirements; seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

PERSONNEL (Agenda Item 8):

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

9. A.1 None at this time.

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

Resignations/Retirements

- Resignation of McKenzie Lyon, Instructional Assistant at Elmira High School, effective August 1, 2024.

New Hires/Transfers

- Transfer of Jeannie Core from 3.75 Instructional Assistant at Elmira Elementary School to 6.00 Instructional Assistant at Elmira High School, effective August 26, 2024.

Coaches

- Hiring of Richard Jones, Assistant Football Coach at Elmira High School, effective the 2024-2025 season.
- Hiring of Conrad Davis, Assistant Football Coach at Elmira High School, effective the 2024-2025 season.
- Resignation of Patrick Wondra, Assistant Football Coach at Elmira High School, effective August 2, 2024.

LATE ITEMS/CLOSING COMMENTS (Agenda Item 9):

9. A. There was a time of discussion that under this agenda item in the September meeting, the board will discuss sharing their time spent in the community.

9. B. * 7. G. Longitudinal Growth Reports:

Superintendent Carpenter changed this item for a time of discussion of the Oregon School Board Association Summer Conference. Director McCann and Brie Scriber shared their experiences while attending.

UPCOMING EVENTS (Agenda Item 10):

10. A. Registration:

New Student Registration-August 14th
Returning Student Registration-August 20-22
First Day of School-September 3rd, 2024
Kindergarten first day-September 9th, 2024

10. B. Open House

EES - September 26th
VES - September 26th
EHS - September 30th
FRMS - October 3rd

ADJOURNMENT (Agenda Item 11): Chair Graham-Adams adjourned the meeting at 7:40 pm.

Attest: _____
School Board Representative

Gary E. Carpenter, Jr., Superintendent



FERN RIDGE SCHOOL DISTRICT 28J
ENROLLMENT REPORT

September 9, 2024

Avg.
Class
Size

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
EES Teacher 1	16													16
EES Teacher 2	16													16
EES Teacher 3		17												17
EES Teacher 4		16												16
EES Teacher 5			31											31
EES Teacher 6				30										30
EES Teacher 7				31										31
EES Teacher 8					21									21
EES Teacher 9					22									22
EES Teacher 10						26								26
EES Teacher 11						27								27
Elmira Elementary	32	33	31	61	43	53								253
VES Teacher 1	18													18
VES Teacher 2	19													19
VES Teacher 3	19													19
VES Teacher 4		24												24
VES Teacher 5		24												24
VES Teacher 6		23												23
VES Teacher 7			24											24
VES Teacher 8			23											23
VES Teacher 9				27										27
VES Teacher 10				26										26
VES Teacher 11					28									28
VES Teacher 12					29									29
VES Teacher 13						24								24
VES Teacher 14						24								24
Veneta Elementary	56	71	47	53	57	48								332
Total Elementary	88	104	78	114	100	101								585
Fern Ridge Middle School							103	106	96					305
FRMS Options									2					2
Elmira High School										90	97	95	81	363
EHS Options											4	12		16
EE Bridges (K-2)	3		4											7
EE Bridges (3-5)				2	1	2								5
VES (Structured Learning)	1	1	1	2	1	3								9
Home Tutor														-
FRMS Bridges (6-8)							2	3	3					8
Total In-District Enrollment	92	105	83	118	102	106	105	109	101	90	97	99	93	1,300
<i>Change from Adopted Budget (based on ADMr of 1,284)</i>														16
Out of District Placements	2	3		2	1	3	1	2	2	1	3	2	5	27
<i>Change from Adopted Budget (based on ADMr of 18)</i>														9
Total WLTL Charter School										5	18	28	35	86
FRSD Attending WLTL										4	8	14	20	46
<i>Change from Adopted Budget (based on ADMr of 65)</i>														21
Total District/ Out of District /Charter School Enrollment														1,413
<i>Change from Adopted Budget (based on ADMr of 1,367)</i>														46

23.00

23.71


FERN RIDGE SCHOOL DISTRICT 28J

General Fund Revenue and Expenditures

August 31, 2024	ADOPTED 24-25 BUDGET	2024-2025		TOTAL YTD	REMAINING BALANCE
		JULY	AUG		
Beginning Fund Balance	3,527,994	-	-	-	3,527,994
OPERATING REVENUE:					
PROPERTY TAXES	5,550,447	7,250	12,183	19,433	5,531,014
COUNTY SCHOOL FUNDS	20,000	-	-	-	20,000
COMMON SCHOOL FUND	210,000	-	-	-	210,000
STATE MANAGED COUNTY TIMBER	-	-	-	-	-
FEDERAL FOREST FEES	58,620	-	-	-	58,620
OTHER REVENUES	574,829	42,726	61,811	104,537	470,292
STATE SCHOOL FUND	11,880,479	2,056,928	999,784	3,056,713	8,823,766
OTHER RESTRICTED GRANTS	-	-	-	-	-
RESTRICTED FR FED/GOV ST	-	-	-	-	-
INTERUND TRANSFERS	-	-	-	-	-
SALE OF FIXED ASSETS	-	-	-	-	-
TOTAL OPERATING REVENUE	18,294,375	2,106,904	1,073,778	3,180,683	15,113,692

17%

**TOTAL BUDGETED REVENUE (INCLUDES
BEGINNING FUND BALANCE)** **21,822,369** **3,180,683**

OPERATING EXPENDITURES:					
SALARIES	8,286,866	160,615	188,940	349,556	7,937,310
BENEFITS	6,214,859	98,375	124,819	223,194	5,991,665
PURCHASED SERVICES	3,875,536	89,684	89,787	179,470	3,696,066
SUPPLIES & MATERIALS	472,048	33,620	28,968	62,588	409,460
CAPITAL OUTLAY	-	-	-	-	-
OTHER	297,805	244,737	6,820	251,557	46,248
TOTAL OPERATING EXPENDITURES	19,147,114	627,031	439,334	1,066,365	18,080,749

6%

NON-OPERATING EXPENDITURES					
INTERFUND TRANSFERS	868,500	-	-	-	868,500
CONTINGENCY	1,806,755	-	-	-	1,806,755
TOTAL NON-OPERATING EXPENDITURES	2,675,255	-	-	-	2,675,255

TOTAL BUDGETED EXPENDITURES **21,822,369** **1,066,365**

OSBA Model Sample Policy

Code: JECB

Adopted:

Admission of Nonresident Students

The district may enroll nonresident students as follows:

1. **Interdistrict Transfer Agreement.** By written consent of the affected school boards, the student becomes a resident student of the attending district thereby allowing the attending district to receive State School Fund moneys;
2. **Tuition Paying Student.** By admitting nonresident student with tuition, whereby neither affected districts are eligible for State School Fund moneys;
3. **Court Placement.** If a juvenile court determines it is in the student's best interest, a student placed in a substitute care program outside the district will continue to be considered a resident student and allowed to attend the school the student attended prior to placement. The public agency placing the student in a substitute care program will be responsible for the transportation of the student, if public agency funds are available.

The Board shall deny regular school admission to nonresident students who are under expulsion from another district for a weapons policy violation. The Board may, based on district criteria, deny regular school or alternative education program admission to nonresident students who are under expulsion from another district for reasons other than a weapons policy violation.

Consent for Admission of a Nonresident Student by Interdistrict Transfer or Consent for Admission of a Tuition Paying Student

Annually, by May 31st, the Board shall establish the number of student transfer requests into the district, and out of the district, to which consent will be given for the upcoming school year.

The Board may not consider nor ask for any information from the student about race, religion, sex, sexual orientation, gender identity, ethnicity, national origin, disability, health, whether a student has an individualized education program (IEP) or the terms of that IEP, identified as talented and gifted, income level, residence, proficiency in English, athletic ability, or academic records. The Board may not request or require the student to participate in an interview, tour any of the schools or facilities, or otherwise meet with any representatives of the school or district prior to the district deciding whether to give consent.

The Board may only ask for the student's name, contact information, date of birth, grade level, whether the student may be given priority on consent for admission (see the following paragraph for priorities), information about which schools the student prefers to attend, and whether the student is currently expelled.

If the number of students seeking consent exceeds the number of spaces, the Board will use an equitable lottery selection process. The process may give priority to students who have siblings currently enrolled in the district; who previously received consent for admission because of a change in legal residence; or who attended a public charter school located in the same district in which the student seeks to attend, for three

consecutive years, completed the highest grade offered by the public charter school, and did not enroll and attend school in another district following completion of that highest grade in the public charter school.

The Board may revise the maximum number of students to whom consent will be given at a time other than the annual date established by the Board if there are no pending applications for consent.

If the Board decides not to give consent to a student the Board must provide a written explanation to the student.

The district may require minimum standards of behavior and/or attendance once the student has been accepted. The minimum standards must be the same for all students that are given consent. The district is not allowed to establish minimum standards for academics as a criteria for the student to remain in the district. Students whose consent is revoked for violation of set attendance and/or behavior standards will not be allowed to apply for consent to return to this district in the same or the following school year.

The Board may determine the length of time the consent is given. Any limitations in length of time must be applied consistently among all students to whom consent is given.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

The attending district is responsible for a free appropriate public education for those students on an IEP.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)
[ORS 327.006](#)
[ORS 329.485](#)
[ORS 335.090](#)

[ORS 339.115 - 339.133](#)
[ORS 339.141](#)
[ORS 339.250](#)
[ORS 343.221](#)

[ORS 433.267](#)
[OAR 581-021-0019](#)

OSBA Model Sample Policy

Code: JECB-AR(1)

Revised/Reviewed:

Admission of Nonresident Students

By May 31st of each year, the principals will establish an approximate number of nonresident students their respective buildings can accommodate for the following school year.

Nonresident students may only be admitted with tuition, with the exception of students who become “resident pupils” by one of the following methods:

1. By written consent of affected school boards (interdistrict transfer);
2. A foreign exchange student attending a district school on a J-1 Visa; or
3. A court placement.

The amount of tuition will be established by July 1 of each year. Each admitted tuition paying student will be charged the same amount of tuition.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

A written appeal for a denied request may be made to the Board whose decision, based upon review, will be final.

Consent for Admission of a Nonresident Student by Interdistrict Transfer

1. The Board shall establish the number of student transfer requests into the district, to which consent will be given for the upcoming school year, by May 31st.
2. The application for admission must go through the superintendent’s office.
3. Admission ~~and annual renewal~~ must be approved by the superintendent.
4. Students receiving consent for admission may remain in the district ~~for one school year and re-apply annually~~ **until graduation**. The student will not need to seek permission more than once from the same district of origin, to transfer to this district.
5. The superintendent, may immediately revoke permission to attend the Host School for a student who does not maintain regular school attendance of at least 96 percent or better or for a student who does not honor the Student Code of Conduct.

Consent for Admission of a Tuition-Paying Student

1. The application for admission must go through the superintendent’s office.

2. Admission ~~and annual renewal~~ must be approved by the superintendent.
3. Admission of students paying tuition will result in a tuition agreement between the parties and will be filed with the business office for billing and payment control.
4. The business manager shall prepare semester bills for all tuition paying students, and any student whose tuition remains unpaid 15 days after presentation of bills shall be excluded; the superintendent may grant additional time for payment should circumstances warrant it.
5. Students receiving consent may remain in the district ~~for one school year and must reapply annually~~ until graduation¹.

¹ Ibid. p. 1

OSBA Model Sample Policy

Code: JECB-AR(3)

Revised/Reviewed:

Request for Nonresident Student Admission – Interdistrict Transfer

For Office Use Only

School Year _____ Student ID# _____

Transfer Requested for School Year _____

Student Information

Legal Last Name _____ Legal First Name _____ Legal Middle Name _____

Mailing Address _____

City _____ State _____ Zip _____

Date of Birth _____ (MM/DD/YY) Current Student Grade Level _____

Primary Phone of Parent/Guardian _____ Secondary Phone _____

Email Address _____

Parent/Guardian Name (person in parental relationship) _____

Is the student currently under expulsion? Yes No

If yes, what was the reason? _____

The superintendent, may immediately revoke permission to attend the Host School for a student who does not maintain regular school attendance of at least 96 percent or better or for a student who does not honor the Student Code of Conduct.

Is there a sibling of this applicant currently attending in this district? Yes No

If yes, name of sibling and school attending: _____

Does the student have a transfer for the current school year? Yes No

~~[Has the student attended a public charter school in the district for three consecutive years; finished the highest grade possible in that school; and has not attending another school outside the district since completing that highest grade? Yes No]~~

Is, or was the student a resident of this district in the current school year? Yes¹ No

If yes, please provide move/moving date _____

Preferred school placement _____

Students receiving consent for admission may remain in the district until graduation.

Signature of Parent/Guardian _____ Date _____

For Office Use Only

Final Action of Nonresident District: Approved Denied Lottery Number _____

¹ If applicant chooses “yes,” the district must give consent for admission pursuant to ORS 339.127(10).

Reason for denial: _____

Signature/Designee _____ Date _____

OSBA Model Sample Policy

Code: EBBB
Adopted:

Injury/ or Illness Reports

All injuries/ or illnesses¹, sustained by the employee while in the actual performance of the duty of the employee, occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business will be reported immediately to a supervisor. Staff members will report self-administered first-aid² treatment to an immediate supervisor. All accidents involving employees, students, visiting public or district property will be reported immediately to a supervisor.

~~Written reports will be submitted within 24 hours to the safety officer on all accidents/incidents occurring on district premises, in district vehicles, at a district sponsored activity or involving staff members who may be elsewhere on district business. Reports will cover property damage as well as person injury.~~

A written report will be submitted within 24 hours to the district's safety officer. Reports will cover property damage as well as personal injury.

In the event of a work-related³ illness or injury to an employee resulting in overnight in-patient hospitalization for medical treatment⁴ other than first aid, loss of an eye, amputation or avulsion⁵, the district safety officer shall inform report the incident to the Oregon Occupational Safety and Health Division (OR-OSHA). This report will be made within 24 hours after notification to the district of an illness or injury. Fatalities or catastrophes⁶ shall be reported⁷ to OSHA within eight hours.

¹ The Oregon Occupational Safety and Health Division provides: "Injury or illness" means an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illnesses include both acute and chronic illnesses, such as, but not limited to, skin disease, respiratory disorder, or poisoning (record injuries and illnesses only if they are new, work-related cases that meet one or more of the recording criteria). (OAR 437-001-0015(39))

² For employees, "first aid" means any one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, or similar injuries that do not ordinarily require medical care. Such one-time treatment and subsequent observation is considered first aid even though it is provided by a physician or registered professional personnel. (OAR 437-001-0015(34))

³ An injury or illness is work related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting condition injury or illness. (OAR 437-001-0700(6))

⁴ "Medical treatment" includes managing or caring for the management or care of a patient for the purpose of combatting disease or disorder. The following are not considered medical treatment: visits to a doctor physician or other licensed health care professional solely for observation or counseling; diagnostic procedures, such as x rays and blood tests, including administering prescription medications used solely for diagnostic purposes; and or any procedure that can be labeled first aid according to OAR 437-001-0700(8)(d)(A)(iii).

⁵ Amputations and avulsions are only required to be reported if they result in bone loss. (OAR 437-001-0704(4))

⁶ A "Catastrophe" is an accident in which two or more employees are fatally injured, or three or more employees are admitted to a hospital or an equivalent medical facility. (OAR 437-001-0015(11))

⁷ Reporting must be done in person or by telephone. (OAR 437-001-0704(3))

ALL injuries or illnesses sustained by an employee, while in the actual performance of the duty of the employee or by a student or visiting public and accidents involving district property, employees, students or visiting public will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

The district safety officer will maintain records and reports on serious on injuries, illnesses, including and accidents involving district property, or employees, students or visiting publics, and periodic statistical reports on the number and types of injuries/illnesses occurring in the district, as well as on the measures being taken to prevent such injuries/illnesses in the future.

The records will include monthly reporting information and an analysis of the data and trends will be conducted at least annually. These records will include prevention measures taken, reporting information, periodic statistical reports on the number and types of injuries, illnesses and accidents occurring in the district, and monthly and annual analyses of accident data. Such reports will be submitted to the superintendent for review [annually⁸].

END OF POLICY

Legal Reference(s):

[ORS 339.309](#)

[OAR 437-001-0700](#)

[OAR 437-002-0360](#)

[OAR 437-001-0704](#)

[OAR 437-002-0377](#)

[OAR 437-001-0015](#)

[OAR 437-001-0760](#)

[OAR 581-022-2225](#)

⁸ [Annual reporting is required, but may occur more often.]

OSBA Model Sample Policy

Code: AC
Adopted:

Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race¹, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals and to establish channels through which patrons can communicate their concerns to the administration and the Board.

The Board directs the superintendent to designate the district's civil rights coordinator and make contact information available to staff, students and parents.²

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act and Americans with Disabilities Act Amendments Act (ADA), Section 504 of the Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district's administrative office and available on the home page of the district's website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

END OF POLICY

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² {For additional information regarding civil rights coordinators and their responsibilities, see ORS 332.505(2)}.

Legal Reference(s):

ORS 174.100	ORS 659A.003	ORS 659A.321
ORS 192.630	ORS 659A.006	ORS 659A.409
ORS 326.051(1)(e)	ORS 659A.009	OAR 581-002-0001 – 002-0005
ORS 332.505	ORS 659A.029	OAR 581-021-0045
ORS 408.230	ORS 659A.030	OAR 581-021-0046
ORS 659.805	ORS 659A.040	OAR 581-021-0047
ORS 659.815	ORS 659A.103 - 659A.145	OAR 581-022-2310
ORS 659.850 - 659.860	ORS 659A.230 - 659A.233	OAR 581-022-2370
ORS 659.865	ORS 659A.236	OAR 839-003
ORS 659A.001	ORS 659A.309	

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).

~~House Bill 2935 (2021).~~

~~House Bill 3041 (2021).~~



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 16, 2024

Resignations/Retirements

1. None at this time.

New Hires/Transfers

1. Hiring of Suzette Yost, 3.75 Instructional Assistant at Elmira Elementary, effective August 26, 2024.
2. Hiring of Elizabeth Ramirez, 6.5 Instructional Assistant at Fern Ridge Middle School, effective August 26, 2024.
3. Hiring of Conrad Davis, 5.25 Instructional Assistant at Elmira High School, effective August 26, 2024.
4. Hiring of Bonnie McLaws, 2.5 Afterschool Special Program Assistant at Elmira Elementary and Veneta Elementary, effective September 18, 2024.
5. Hiring of Laura Maloney, 2.5 Afterschool Special Program Assistant at Elmira Elementary and Veneta Elementary, effective September 18, 2024.

Other

1. None at this time.

Coaches

1. Hiring of Kobe Bechtel, Assistant Football Coach at Elmira High School, effective the 2024-2025 season.
2. Resignation of Troy Jentsch, Assistant Wrestling Coach at Elmira High School, effective September 9, 2024.
3. Resignation of John Rhodes, Assistant Football Coach at Elmira High School, effective August 19, 2024.
4. Resignation of John Rhodes, Head Baseball Coach at Elmira High School, effective August 19, 2024.

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

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