

Regular Meeting

Thursday, August 21, 2025 6:00 PM

The Dalles Middle School - Commons, 1100 East 12th Street, The Dalles, Oregon
97058

1. **Call Meeting to Order and Pledge of Allegiance** **Presenter:** Betsy Hege, Chair
2. **District Mission / Vision / Values**
3. ***Oath of Office - Student Representatives to the Board***
4. **Review / Revision of the Agenda**
5. **Public Comment on Agenda Items Only**
6. **Consent Agenda**
- 6.a. **School Board Meeting Minutes from the 7.14.25 Special Meeting and the 7.24.25 Regular Board Meeting.**
- 6.b. **Personnel Report**
7. **Board Action Calendar - Review**
8. **New Staff Welcome** **Presenter:** Stephanie Bowen, Director of Communications
9. **Student Representatives to the Board - Report:**
 - ***Nancy Diaz Sanchez***
 - ***Lariah Lind***
 - ***Rafael Camacho***
10. **Staff Reports:**
11. **Appoint School Board Members to Standing Committees:**
12. **New Business:**
- 12.a. **Presentations / Reports:**
- 12.a.1. **Summer Facilities Presentation** **Presenter:** Dan Pedersen, CFO and Ryan Allinger, Facilities Director
- 12.a.2. **Staff Recognition: Facilities Team** **Presenter:** Ryan Allinger, Facilities Director
- 12.a.3. **Superintendent's Report** **Presenter:** Dr. Carolyn Bernal, Superintendent
- 12.a.4. **Chief Financial Officer's Report** **Presenter:** Dan Pedersen, CFO
- 12.a.4.a. **Action Item: Approve Resolution 25-26-03**
- 12.a.4.b. **Financial Statements:**
- 12.a.5. **Board Attorney's Report** **Presenter:** Jason

13. Discussion / Action Items:

14. 1st Reading on School Board Policies
(*informational only*):

14.a. Policy JFCEB - Personal Electronic
Devices (NEW)

15. Informational Only:

15.a. New Administrative Regulation: JFCEB AR -
Request for Personal Electronic Devices Exception

16. Comments from the Audience about Non Agenda
Items

17. Adjourn the Regular School Board Meeting

North Wasco County School District

Human Resource Office • Sandra Harris - Director
3632 West 10th Street • The Dalles, Oregon 97058 • (541) 506-3420

PERSONNEL CHANGES AND VACANCIES School Board Meeting – August 21, 2025 *Current as of -August 13, 2025*

Licensed Staff – New Hires

NAME	POSITION	BUILDING	COMMENTS
Elle Gross	Kindergarten Teacher	CWE	Begins August 22, 2025
Timothy Bartelt	ELL Teacher	TDHS	Begins August 22, 2025
Carol Dowsett	SPED Facilitator	District Wide	Begins August 26, 2025
Amber Todd	Grade 5 Teacher	CWE	Begins August 22, 2025
Georgine Thompson	SPED Learning Specialist	CWE	Begins August 22, 2025
Angel LeVan	SPED Learning Specialist	DHE	Begins August 22, 2025
Abigail Birman	Kindergarten Teacher	CWE	Begins August 22, 2025
Ashley Ferguson	Grade 3 Teacher	CES	Begins August 22, 2025
Joshua Carlson	Grade 1 Teacher (temporary 25'26' SY)	CES	Begins August 22, 2025
Faith Kempf	TOSA-Climate and Culture	DHE	Begins August 22, 2025

Licensed Staff – Internal Transfer and or Hires

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
N/A		

Licensed Staff – Resignation/Retirements/Separation of Employment

NAME	POSITION	BUILDING	COMMENTS
Toni Sheppard	Transition 21 Teacher	WC	Resigned August 4, 2025

Licensed Staff– Request for Leave of Absence

NAME	POSITION	BUILDING	COMMENTS
Courtney Middleton	TOSA-McKinney Vento, ELL, TAG	District Wide	Requesting Leave of Absence for the 25'-26' school year

Administrative Staff – New Hires

NAME	POSITION	BUILDING	COMMENTS
N/A			

Administrative Staff – Internal Transfer and or Hires

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
N/A		

Administrative Staff – Resignation/Retirements/Separation of Employment

NAME	POSITION	BUILDING	COMMENTS
N/A			

Administrative Staff– Request for Leave of Absence

NAME	POSITION	BUILDING	COMMENTS
N/A			

Please Note: The following information regarding employment is presented to the Board for purposes of (Information Only) and requires no action.

ESP Staff – New Hires – No Action Required

NAME	POSITION	BUILDING	COMMENTS
Kathryn Bayer	Vocational Youth Transition Specialist	District Wide	Begins August 4, 2025
Yesenia Mondragon	Maintenance I	Facilities	Begins August 5, 2025
Brittany Vieira	Media Asst-PT	CWE	Begins August 22, 2025
Loren Harwood	Maintenance I	Facilities	Begins TBD

ESP Staff –Transfers and Internal Hires – No Action Required

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
N/A		

ESP Staff – Request for Leave of Absence – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

ESP Staff – Resignation/Retirements/Separation of Employment – No Action Required

NAME	POSITION	BUILDING	COMMENTS
William Harrington	Maintenance V	Operations	Retiring October 30, 2025
Dawn Steele	Ed Asst IV-SPED	TDHS	Resigned August 4, 2025
Stephen Ganders	Bus Driver	Transportation	Resigned August 6, 2025
Paul Anderson	Ed Asst II-Instructional	DHE	Resigned August 11, 2025
Danni Dooley	Ed Asst II	IA	Resigned August 10, 2025

Confidential Staff – New Hires – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

Confidential Staff – Internal Transfer and Hires-No Action Required

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
N/A		

Confidential Staff – Resignation/Retirements/Separation of Employment – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

Non-Licensed Administrative Staff – New Hires – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

Non-Licensed Administrative Staff – Internal Transfer and Hires-No Action Required

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
N/A		

Non-Licensed Administrative Staff – Resignation/Retirements/Separation of Employment – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

Coaching Staff – New Hires – No Action Required

NAME	POSITION	BUILDING	COMMENTS
Richard Maier	Asst Football Coach	TDHS	Begins Fall Season

Coaching Staff – Resignations/Separation of Employment – No Action Required

NAME	POSITION	BUILDING	COMMENTS
Kathryn Bradford	Asst Softball Coach	TDHS	Resigned August 5, 2025

Advertised Vacancies

Position	HRS/FTE	Building	Close Date	Comments
DLI Classroom Asst(s) 25'-26' SY	7.5 Hrs	CES	Open Until Filled	Advertised
DLI Kindergarten Teacher 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
Bilingual Title I Reading Specialist 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
Instructional Coach-Deeper Learning Focus (Temporary) 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
Ed Asst IV-SELA 25'-26' SY	7.5 Hrs	CES	Open Until Filled	Advertised
Secretary III-Attendance/Athletics	8 Hrs	TDMS	Open Until Filled	Advertised
Maintenance V	8 Hrs	Operations	Open Until Filled	Advertised
SLPA -Autism Focus	8 Hrs	Student Services	Open Until Filled	Advertised
Ed Asst IV-SPED Assistant(s)	7.5 Hrs	Student Services	Open Until Filled	Advertised
Special Ed Learning Specialist(s)-Elementary High Needs, Transition 21, TDHS 25'-26' SY	8 Hrs	Student Services	Open Until Filled	Advertised
High School Campus Monitor	7.5 Hrs	TDHS	Open Until Filled	Advertised
ELL Assistant	7.5 Hrs	TDHS	Open Until Filled	Advertised
Interim Asst Principal 25'-26' SY	8 Hrs	TDHS	Open Until Filled	Advertised
ELL Assistant	7.5 Hrs	TDMS	Open Until Filled	Advertised
Ed Asst II-Classroom	7.5 Hrs	TDMS	Open Until Filled	Advertised
Director of Transportation	8 Hrs	Transportation	Open Until Filled	Advertised
Bus Driver-Regular Route	6 Hrs	Transportation	Open Until Filled	Advertised
Substitute Driver (Pool)	TBD	Transportation	Open Until Filled	Advertised
Substitute SPED Bus Aide	TBD	Transportation	Open Until Filled	Advertised
Asst Football Coach 25'-26'	Seasonal	TDHS	Open Until Filled	Advertised
Asst Girls Basketball Coach 25'-26'	Seasonal	TDHS	Open Until Filled	Advertised
Head Girls Basketball Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Asst Girls Basketball Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Asst Boys Basketball Coach 25'-26' SY	Seasonal	TDMS	Open Until Filled	Advertised
Head Boys Basketball Coach 25'-26' SY	Seasonal	TDMS	Open Until Filled	Advertised
Head Wrestling Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Asst Wrestling Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised

WELCOME

Jordan Ray	Grade 5 Teacher	CES
Kara Kent	Grade 3 Teacher	CES
Samuel Carrigan	Grade 5 Teacher	CES
Max Dodge-Harkins	ELA Teacher	TDHS
Elle Gross	Kindergarten Teacher	CWE
Timothy Bartelt	ELL/ESL Teacher	TDHS
Carol Dowsett	SPED Facilitator	DW
Amber Todd	Grade 5 Teacher	CWE
Georgine Thompson	SPED Learning Specialist	CWE
Angel LeVan	SPED Learning Specialist	DHE
Abigail Birman	Kindergarten Teacher	CWE
Ashley Ferguson	Grade 3 Teacher	CES
Joshua Carlson	Grade 1-Teacher	CES

Grace Junkins	Virtual PE, SS, Science Teacher	IA
Nadia Telles	Health Teacher	TDMS
Daniel Kenealy	Choir Teacher 6-12	TDMS/TDHS
Daniel Taylor	Music Teacher	DHE
Ellen Johansing	SLP	DW
Erin Flynn	Science	TDHS
Colleen Ahlfs	ELA	TDHS
Tara Davis	Math	TDMS
	TOSA-Coord. For Intensive and Strategic Success	DW
Celia Newton		
Caroline Goin	ELA Teacher	TDMS
Elizabeth Crews	SPED Facilitator	DW

Licensed Staff

WELCOME

ESPs

Dayana Valera Morillo	Maintenance I	Operations
Eric Manning	Bus Driver	Transportation
Leslie Gilbert	SELA	CWE
Kathryn Bayer	Vocational Youth Transition Specialist	Dist. Wide
Brittany Vieira	Media Asst-PT	CWE
Yecenia Mondragon	Maintenance I	TDHS

Facilities Updates

School Board Presentation



North Wasco County School District

August '25

CWE

- Summer Clean
- Installed Handrails
- Fixed Concrete main office entrance
- Installed new climbing ropes
- Installed window on PE office door
- Installed new fence for safety
- Painted parking lot lines
- Installed new door between classrooms



DHE

- Summer Clean
- Shampoo the carpets
- Installed Sunshade in the playground
- Installed some LED lights



TDMS

- Summer Clean
- Waxed the hallways, entryways and commons areas
- The school hosted summer school and migrant school
- The school was used to assist the Red Cross on 2 occasions to provide a safe and clean environment
- Restriped the blacktop basketball court
- Painted parking lot lines



TDHS

- Summer Clean
- Waxed entry way and hallways
- Installed LED light west wing
- TDHS was used to help EMS and the Red Cross with setting up a day where those who were affected had a place to speak with agencies for resources.



WAH

- **Summer Clean**
- **Installed Led Lighting in hallways and Restrooms**
- **Installed a new Chiller for the Library and IT building**



CES

- **Summer Clean**
- **CES had the Seismic work done on the GYM all the way to the Cafeteria**
 - **The main office got an upgrade with new drop ceiling, and we installed split unit for main office to provide A/C and heat. The office got new flooring, including the Principal's office. The cafeteria got new flooring and a restroom upgrade. The GYM got all new LED lighting along with safety upgrades. The outside of the GYM and Cafeteria got new paint, and the breezeway got new lighting. The Seismic area also received a new roof and outdoor lighting.**

GYM



Cafeteria



Principal



Grounds

- The grounds crew worked hard on keeping up on the schools mowing.
- They took care of the fire break areas.
- The team got the football and soccer field ready for the upcoming season.
- Special thanks to Wade Walker for spraying fence lines and some other projects.



Hawks Nest



Hawks Nest Story

This project is what community support is all about! Without it, this would not have been possible.

- Les Schwab made a great contribution to get this project started.
- Bishop Sanization helped make this happen.
- Chad Smith Evacuation got the concrete slab.
- Larry Pray Electric handled the electrical.
- A&L Construction installed the fence around the base.
- The facilities team helped with the unloading of the trucks.
- Friends of Football helped make this happen.
- Bleacher experts helped with constructing the Hawks Nest.

Thank you to all who made this happen!

RESOLUTION TRANSFERRING APPROPRIATIONS
WITHIN VARIOUS FUNDS

Resolution No. 25-26-03

Whereas, actual expenditures within certain funds of North Wasco County School District 21 occurred in areas other than those originally budgeted; and

Whereas, the District did not provide spending authority for these increases when the budget for fiscal year 2025-2026 was created;

Therefore, be it resolved, that the amounts for the fiscal year beginning July 1, 2025, are adjusted as follows, and allowed per ORS 294.493 (1):

107 - TEXTBOOK FUND APPROPRIATION TRANSFER

	<u>Existing</u>	<u>Changes</u>	<u>Adjusted</u>
INSTRUCTION (1000)	\$461,500	\$ (12,000)	\$ 449,500
SUPPORT SERVICES (2000)	<u>\$ -</u>	<u>\$ 12,000</u>	<u>\$ 12,000</u>
Total Textbook Funds	\$ 461,500	\$ -	<u>\$ 461,500</u>

Adopted this 21st day of August, 2025

Betsy Hege, Board Chair

Dan Pedersen, CFO

NORTH WASCO COUNTY SCHOOL DISTRICT

Balance Sheet

June 30, 2025

Balance Sheet	General Fund	Reserve Funds	Federal Grants Fund	All State Grant Funds	Local Grants Fund	Special Revenue Funds	Nutrition Services Fund	Debt Service Funds	Capital Projects Fund	Internal Services Fund	District Totals
ASSETS:											
Cash & Investments	3,925,868	289,290	(269,789)	(427,094)	117,182	185,689	36,602	25,097	15,658	161,481	4,059,984
Accounts Receivable	1,410,574		330,586	1,216,801			98,265		12,870		3,069,096
Inventory/Prepaid expense	65,124			8,665			15,135				88,924
Total Assets	5,401,566	289,290	60,797	798,372	117,182	185,689	150,002	25,097	28,528	161,481	7,218,003
LIABILITIES:											
Accounts Payable	3,891,187	1,004	2,550	709,232			47,268		4,793		4,656,034
Payroll Liabilities	1,998,887										1,998,887
Deferred Revenue	466,893				40,300		16,201				523,394
Total Liabilities	6,356,967	1,004	2,550	709,232	40,300	-	63,469	-	4,793	-	7,178,315
FUND BALANCE:											
Total Fund Balance	(955,401)	288,286	58,247	89,139	76,882	185,689	86,533	25,097	23,735	161,481	39,688
Revenues & Expenditures: 2024-25 Year to Date											
Beginning Fund Balance	(1,064,334)	350,396	58,246	138,609	112,043	516,664	41,687	14,567	26,661	98,276	292,815
Year to Date Revenues	38,589,362	563,646	2,936,617	8,069,399	10,635	454,944	1,907,755	2,756,074	257,254	879,115	56,424,802
Year to Date Expenditures	38,480,430	625,756	2,936,617	8,118,869	45,796	785,919	1,862,909	2,745,544	260,180	815,910	56,677,930
Year to Date Net Income (Loss)	108,932	(62,110)	1	(49,469)	(35,161)	(330,975)	44,845	10,530	(2,926)	63,205	(253,128)
Ending Fund Balance	(955,402)	288,286	58,247	89,140	76,882	185,689	86,532	25,097	23,735	161,481	39,687

NORTH WASCO COUNTY SCHOOL DISTRICT

Expenditure Status Report

For the year ending June 30, 2025

DESCRIPTION	Budget	Year to Date Expenditures	Encumbrances	Balance	% Budget Expended
100 General Fund					
1000 - Instruction	22,374,992	22,152,621	29,887	192,484	99.01%
2000 - Support Services	15,552,757	15,358,091	9,333	185,333	98.75%
5000 - Debt Service & Fund Transfers	2,305,000	969,718	-	1,335,282	42.07%
6000 - Contingency	300,000	-	-	300,000	0.00%
7000 - Unappropriated Ending Fund Balance	500,000			500,000	0.00%
Totals	41,032,749	38,480,430	39,220	2,513,099	93.78%
105 Technology Fund					
2000 - Support Services	325,000	317,456	-	7,544	97.68%
7000 - Unappropriated Ending Fund Balance				-	
Totals	325,000	317,456	-	7,544	97.68%
107 - Textbook Replacement Fund					
1000 - Instruction	400,000	238,385	-	161,615	59.60%
2000 - Support Services	25,000	22,985	-	2,015	91.94%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	
Totals	425,000	261,369	-	163,631	61.50%
110 - Vehicle Replacement Fund					
2000 - Support Services	50,000	46,931		3,069	93.86%
7000 - Unappropriated Ending Fund Balance	-			-	
Totals	50,000	46,931	-	3,069	93.86%
210 - Federal Programs Fund					
1000 - Instruction	2,872,448	2,643,509	105	228,834	92.03%
2000 - Support Services	872,171	259,162	-	613,009	29.71%
3000 - Enterprise & Community Services	98,263	33,946	-	64,317	34.55%
4000 - Capital Outlay	300,000	-	-	300,000	0.00%
7000 - Unappropriated Ending Fund Balance	-			-	0.00%
Totals	4,142,882	2,936,617	105	1,206,160	70.88%
220 - State Grant Funds					
1000 - Instruction	1,735,436	1,405,107	6,016	324,313	80.97%
2000 - Support Services	526,728	422,341	-	104,387	80.18%
3000 - Enterprise & Community Services	66,626	56,438	-	10,188	84.71%
4000 - Capital Outlay	2,234,060	1,106,964	-	1,127,096	49.55%
7000 - Unappropriated Ending Fund Balance				-	0.00%
Totals	4,562,850	2,990,850	6,016	1,565,984	65.55%
230 - Local Grants					
1000 - Instruction	65,179	35,388		29,791	54.29%
2000 - Support Services	36,650	10,408	-	26,242	28.40%
3000 - Enterprise & Community Services	-			-	
5000 - Debt Service & Fund Transfers	-	-		-	
Totals	101,829	45,796	-	56,033	44.97%
240 - Vocational Education Fund					
1000 - Instruction	30,000	-	-	30,000	0.00%
Totals	30,000	-	-	30,000	0.00%

NORTH WASCO COUNTY SCHOOL DISTRICT

Expenditure Status Report (continued)

For the year ending June 30, 2025

DESCRIPTION	Budget	Year to Date Expenditures	Encumbrances	Balance	% Budget Expended
242 - Enterprise Zone Funds					
1000 - Instruction	-	-	-	-	
2000 - Support Services	540,000	499,691	-	40,309	92.54%
4000 - Capital Outlay	-	-	-	-	
Totals	540,000	499,691	-	40,309	92.54%
251 - Student Investment Account					
1000 - Instruction	1,369,052	1,374,253	-	(5,201)	100.38%
2000 - Support Services	2,801,148	2,848,228	210	(47,290)	101.68%
3000 - Enterprise & Community Services	-	-	-	-	
4000 - Capital Outlay	-	-	-	-	
Totals	4,170,200	4,222,481	210	(52,491)	101.25%
252 - High School Success Account					
1000 - Instruction	707,479	798,761	105	(91,387)	112.90%
2000 - Support Services	118,349	106,777	-	11,572	90.22%
4000 - Capital Outlay	-	-	-	-	
Totals	825,828	905,538	105	(79,815)	109.65%
295 - Bus Replacement Fund					
2000 - Support Services	385,000	286,228	-	98,772	74.34%
3000 - Enterprise & Community Services	-	-	-	-	
Totals	385,000	286,228	-	98,772	74.34%
299 - Nutrition Services Fund					
2000 - Support Services	2,500	193	-	2,307	7.72%
3000 - Enterprise & Community Services	1,883,611	1,862,716	-	20,895	98.89%
Totals	1,886,111	1,862,909	-	23,202	98.77%
303 - OSBA PERS Bonds					
5000 - Debt Service & Fund Transfers	2,019,484	2,019,484	-	-	100.00%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	
Totals	2,019,484	2,019,484	-	-	100.00%
304 - Full Faith & Credit Obligation					
5000 - Debt Service & Fund Transfers	379,063	379,063	-	-	100.00%
7000 - Unappropriated Ending Fund Balance	5,937	-	-	5,937	0.00%
Totals	385,000	379,063	-	5,937	98.46%
305 - Bus Purchase Fund					
5000 - Short term debt service	348,000	346,997	-	1,003	99.71%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	
Totals	348,000	346,997	-	1,003	99.71%
401 - Capital Improvements					
2000 - Support Services	10,000	4,149	-	5,851	41.49%
4000 - Capital Outlay	398,100	256,031	94,815	47,254	64.31%
Totals	408,100	260,180	94,815	53,105	63.75%
601 - Internal Services					
2000 - Support Services	462,146	350,910	-	111,236	75.93%
5000 - Debt Service & Fund Transfers	465,000	465,000	-	-	100.00%
Totals	927,146	815,910	-	111,236	88.00%
Total All Funds	62,565,179	56,677,930	140,471	5,746,778	

OSBA Model Sample Policy

Code: JFCEB
Adopted: D

Personal Electronic Devices */**

{This policy is required by ORS 336.840 and EO 25-09. EO-25-09 requires policy to be in place by October 31, 2025, with full implementation by January 1, 2026.}

Student ~~[possession or]~~ use of a personal electronic device is prohibited from the start of regular instructional hours until the end of regular instructional hours, except as provided below. ~~[Personal electronic devices can be used when students are not on school grounds and are not under the supervision of school personnel (other than a school bus driver)¹.]~~

Except as otherwise provided in this policy, “personal electronic device” means any portable, electrically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school’s network infrastructure.² ~~“This includes personal electronic devices that can make calls, send texts, or access the internet via cellular data are restricted. This includes smartphones, web-enabled flip phones, cellular-capable tablets and e-readers, smartwatches, smart glasses, and connected headphones or earbuds. This does not include laptop computers or other devices required to support academic activities.”] This includes headphones and earbuds attached to personal electronic devices. This does not include a laptop computer or other device required to support academic activities.~~

Personal electronic devices may be used when use complies with the terms of:

1. The student’s medical provider’s order for the care and treatment of a medical condition;³
2. The student’s individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);⁴
3. A written exemption provided for the student based on a request received in JFCEB-AR. School administration will respond to such a request within ~~[ten]~~ school days.⁵

Personal electronic devices ~~[must be placed in district provided pouches or storage] [may be kept by students in lockers or backpacks, but personal electronic devices are not to be stored on the student’s~~

¹ If students are under the supervision of school personnel other than a school bus driver, the use of personal electronic devices is prohibited during regular instructional hours. {ODE’s document *Fostering Student Learning, Well-Being, and Belonging* provides that districts have discretion related to field trips. The district could include language regarding field trips here.}

² [ODE’s document *Fostering Student Learning, Well-Being, and Belonging* provides “This includes personal electronic devices that can make calls, send texts, or access the internet via cellular data are restricted. This includes smartphones, web-enabled flip phones, cellular-capable tablets and e-readers, smartwatches, smart glasses, and connected headphones or earbuds. This does not include laptop computers or other devices required to support academic activities.”]

³ JFCEB-AR must be submitted to the building administrator, along with a copy of the order.

⁴ If use of the personal electronic device is included in the individualized education program or education plan, JFCEB-AR submission is not required.

⁵ JFCEB-AR must be submitted to the building administrator.

~~person or in the student's clothing]~~ ~~[may be stored on the student's person, but~~ **may not be used**] during regular instructional hours. **Storage of devices may vary by grade level.**

Students in violation of this policy will be subject to disciplinary action. Discipline for mere possession or use of a personal electronic device may not include loss of instructional time for the student (including suspension or expulsion), but could include **[detention, Saturday school, a change to storage requirements, etc.]**. However, if the actions taken by a student violate another conduct policy, the student may be subject to discipline up to and including expulsion.⁶ **[Steps may include:**

- 1. First instance of Noncompliance: staff will give the student a verbal reminder of the policy and expectations to reinforce appropriate use of personal electronic devices;**
- 2. Second Instance of Noncompliance: the device will be temporarily confiscated and held ~~and~~ [at the front office until the end of the school day. [The student may pick it up at the end of the day.] Parents or caregivers will [may] be notified, ~~and a meeting with school administration may be scheduled to discuss ways to support the student;~~**
- 3. Third Instance of Noncompliance: the device will ~~again be temporarily held~~ [at the front office until], ~~and~~ parents or caregivers [are able to pick it up or other arrangements are made with school administration for pickup] ~~will be informed. A meeting with school administration and family will~~ [may] be arranged to review the policy and plan for improved compliance;**
- 4. Beyond Third Instance of Noncompliance: If non-compliance continues, schools will determine additional appropriate consequences, always prioritizing keeping students in class and engaged in learning.]{⁷}**

Necessary communications between students and parents or caregivers can be made through the school office.

The superintendent or designee shall ensure this policy is ~~posted~~ on the district website and made available to district personnel, students, parents, guardians, partners who are in school buildings during the school day, and the Oregon Department of Education.

In accordance with ORS 336.840, students may be allowed to use personal electronic devices⁸ that support academic activities and independent communications⁹, except as prohibited by this policy. In academic activities in which a personal electronic device is required as part of the curriculum, students may be allowed, but not required to use their own personal electronic devices for that portion of the curriculum. Students using their own device must be granted access to any applications or electronic materials that are available to students who do not use their own personal electronic devices. These applications must be free of charge if students who do not use their own devices have access free of charge.

⁶ For example: a student could be disciplined with lost instructional time for using a personal electronic device to bully another student. Discipline will be in accordance with Board policies.

⁷ {From guidance from the Oregon Department of Education. Consider whether these procedures apply at all grade levels and whether this much detail is desired in policy.}

⁸ The use of “personal electronic device” in this paragraph comes from ORS 336.840, which does not define the term. However, the definition in EO 25-09 wouldn’t necessarily apply. Consequently, items like laptop computers or other devices required to support academic activities would likely be considered personal electronic devices within this paragraph.

⁹ “Independent communication means communication that does not require assistance or interpretation by an individual who is not part of the conversation, but that may require the use or assistance of an electronic device. ORS 336.840(1).

Requests for exemptions to this policy can be processed in accordance with JFCEB-AR, Request for Personal Electronic Devices Exemption. Appeals can be filed with the superintendent in accordance with KL-AR, Public Complaints.

The taking, disseminating, transferring or sharing of obscene, pornographic or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies.

[This policy takes effect on January 1, 2026.]

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Oregon Executive Order 25-09

[ORS 336.840](#)

[] More information needed. Please submit by _____(date) for reconsideration.

D
Signed _____ Date _____

School administration decisions will be issued and communicated to the parent or guardian within ~~five~~ [ten] school days of receipt and can be appealed [with the superintendent][~~in accordance with KL AR(1) Public Complaint Procedure~~] within ten school days of issuance. [The [superintendent]'s decision will be final]. Denied requests may be resubmitted if circumstances change or after 12 months, whichever is earlier.

R
Guidelines for exemption consideration:

1. [Exemptions should only be approved for [clearly documented] needs of students and their families, not mere convenience;
2. Exemptions should be consistently granted in a non-discriminatory manner;
3. Exemptions should be limited to address the specific need, with any limitations communicated to the student regarding other possession and use;
4. Exemptions should only be approved when other communication methods and device availability (school phones, laptops, computers, available internet, etc.) are not adequate for the specific need;
5. Exemptions should be communicated to necessary staff in a way that protects student privacy;
6. Exemptions should minimize disruption to other students, staff and the educational environment.]