

## Regular Meeting

Wednesday, March 18, 2026 6:00 PM

Sheridan School District Office, 435 South Bridge St, Sheridan, OR 97378

### 1. Pledge of Allegiance

### 2. Roll Call

### 3. Approval of Agenda - Action Items Consent Agenda

#### 3.A. Meeting Minutes

3.A.1. Board Work Session – March 4, 2026

3.A.2. Regular Board Meeting – February 18, 2026

### 4. Presentations

4.A. SHS Leadership

4.B. FCS Student Representatives

### 5. Public Input

### 6. Administrative/Program Reports

6.A. Faulconer-Chapman School

**Presenter:** Adam  
DeLatte

6.B. Superintendent Report

**Presenter:** Dorie  
Vickery

6.C. Fiscal

**Presenter:** Karen  
Daniels

6.D. SHAPA

**Presenter:** Jesse  
Watson

### 7. New/Unfinished Business

### 8. Action Items

8.A. 26-27 Calendar

8.B. Policies

8.C. FCS Trip Request

8.D. Baseball Co-Op w/Willamina

8.E. Softball Co-Op with Willamina

8.F. Executive Session - Superintendent Evaluation

### 9. Topics For Next Meeting

### 10. Board Comments

11. **Next Regular Meeting Date: Wednesday, April  
15th at 6:00 P.M.**

12. **Upcoming Events**

13. **Adjournment**

Board Work Session  
March 4, 2026 6PM

OSBA Training  
Presenter: Jenn Nelson

Present: Dorie, Samantha, Rubi, Jeremy, Ray and Natalya  
Governance and Management

Governance (Board)

- Policy
- Budget adoption
- Program adoption
- Curriculum adoption
- Community engagement
- Informed oversight / monitoring

Management (Superintendent)

- ARs/ Policy implementation
- Budget spending
- Program implementation
- Curriculum recommendation
- Community engagement
- Providing data and information

Tools for Collaboration

- Board self-assessment
- Communication protocols
- Board operating agreements
- Superintendent evaluation process
- Board meeting norms

Communication Protocols - One Board, One Voice

1. Clear, consistent messaging supports public trust
2. Maintain transparency while honoring roles, especially in a crisis.
  - a. Board supports the office message
  - b. Superintendent = lead spokesperson
3. Avoid serial meetings - no chain conversations
  - a. Use official channels; skip group texts & reply-alls
4. Know and follow your organization's specific communication channels and protocols

## Board - Superintendent Operating Agreements

### Review the Sheridan School District documents

1. Items that are well in place
2. Items that could use improvement

### Board Working Agreements

1. Review OSBA sample
2. If approved by the Board, approved each year

### Scenarios & Practice

Meeting ended at 7:15 PM

---

Board Chair

---

Superintendent

Regular Meeting  
Wednesday, February 18, 2026 6:00 PM

Sheridan School District Office  
435 South Bridge St  
Sheridan, OR 97378

## Agenda

### 1. Pledge of Allegiance

### 2. Roll Call

- [ x ] Natalya Ables, Director .....Pos. #1 - 2029
- [ x ] Jeremy Hutchinson, Director.....Pos. #2 - 2029
- [ x ] Samantha Bagby, Director ..... Pos. #3 - 2027
- [ x ] Rubi Yarez, Director ..... Pos. #4 - 2027
- [ ] Ray Watkins, Director..... Pos. #5 - 2029

Not present, arrived late @ 6:16 pm

### 3. Approval of Agenda - Action Items

#### Consent Agenda

#### 3.A. Meeting Minutes

- 3.A.1. Board Work Session - February 11, 2026
- 3.A.2. Board Retreat Session - January 24, 2026
- 3.A.3. Regular Board Meeting - January 21, 2026
- 3.A.4. Board Work Session - January 7, 2026

#### 3.B. HR Report

Motion to Approve: Natalya

Second By: Jermeiy

- [ x ] Natalya Ables, Director .....Pos. #1 - 2029
- [ x ] Jeremy Hutchinson, Director.....Pos. #2 - 2029
- [ x ] Samantha Bagby, Director ..... Pos. #3 - 2027
- [ x ] Rubi Yarez, Director ..... Pos. #4 - 2027
- [ ] Ray Watkins, Director..... Pos. #5 - 2029

Motion Passes

### 4. Presentations

#### 4.A. SHS Leadership

Rayauna Meneley - Winter formal, planning prom for next year, fundraiser success (freshman class won), winter sports recap, upcoming activities through FFA

#### 4.B. FCS Student Leaders

No present - will come on months Adam is presenting

### 5. Public Input

NA

### 6. Administrative/Program Reports

#### 6.A. Facilities & Operations

**Presenter:** Sean Vesper

Compliance driven repairs - boilers, pumps, bleachers, sprinkler system, passed bleacher inspection, fire panel at FCS replaced

Review of repairs, inspections, wood dome, lock down shades installed, custom orders on remaining, playground report pending - inspected yesterday 2/17.

Easement, Bloodhound Underground to locate the entire line before building development begins.

EOP, IPM, Cross Training

Questions: Rotation of staff, Fire upgrade, Club Usage

#### 6.B. Sheridan High School

**Presenter:** Patrick Schrader

Follow up to the cleaned area in the old gym, thanks to Sean for that work.

Enrollment Review - Fall Membership Report - Researched COHORT started with 77 - review of data table and where those students have gone since starting at SHS.

45 Students recognized for academic honors

3 Students with perfect attendance

Student of the month - Jolly or Positive attitude for December

Semester growth - Locked In - One from each class

Sports participation is up despite drop in enrollment by 17% over winter 2025

Rubi - compliment to breakdown of COHORT

#### 6.C. Superintendent Report

BOC - Supporting grants, OSCIM, Energy Trust, Business Oregon, COPS Grant (safety and security). Review of bond websites and upcoming work packages are being built.

Summer projects - HS Parking Lot, Roof and Exterior Parking Lighting

CTGR - Educator Admin Collab Day - Pat and Missy this year

Tribal Holidays - Incorporating them into curriculum

Reading Intervention - Funded by 3 grants

Adam presented a detailed overview - Multi tiered level of support - STAR testing - COVID brought a lot of kids off of grade level. Discuss the process of STAR testing, diagnostics, and interventions.

Sample of Walk to Read Group Document - 90 min breakdown of groups and what those groups focus on Title 1.

Samantha - question regarding process of additional support when the testing reflects something more or if a parent requests help.

Jeremy - Rebounding from lost of reading momentum

**Presenter:** Dorie Vickery/Adam DeLatte

6.D. Fiscal

**Presenter:** Karen Daniels

Next year's budget discussion is similar across many districts

Facilities - Lighting Project, paid up front and incentive from ETO - Check from PGE monthly, gym floor at SHS- water leak covered by insurance company.

Samantha - looking for trend on finances for facilities over the last idea

**7. New/Unfinished Business**

7.A. Board Member Stipends - Sample, not proposed

Money in the budget vs a stipend monthly, runs through payroll, overall agreement to secure in budget to use. The policy committee will review.

**8. Action Items**

8.A. Policies

Motion to Approve with Changes: Jeremy

Second By: Ray

- [ x ] Natalya Ables, Director .....Pos. #1 - 2029
- [ x ] Jeremy Hutchinson, Director.....Pos. #2 - 2029
- [ x ] Samantha Bagby, Director ..... Pos. #3 - 2027
- [ x ] Rubi Yarez, Director ..... Pos. #4 - 2027
- [x ] Ray Watkins, Director..... Pos. #5 - 2029

Motion Passes

8.B. Classified Appreciation Resolution

Motion to Accept: Rubi

Second By: Ray

- [ x ] Natalya Ables, Director .....Pos. #1 - 2029
- [ x ] Jeremy Hutchinson, Director.....Pos. #2 - 2029
- [ x ] Samantha Bagby, Director ..... Pos. #3 - 2027
- [ x ] Rubi Yarez, Director ..... Pos. #4 - 2027
- [ x ] Ray Watkins, Director..... Pos. #5 - 2029

Motion Passes

8.C. Renew/Non Renew 2026-2027

Motion to Accept: Jeremy

Second By: Natalya

- [ x ] Natalya Ables, Director .....Pos. #1 - 2029
- [ x ] Jeremy Hutchinson, Director.....Pos. #2 - 2029
- [ x ] Samantha Bagby, Director ..... Pos. #3 - 2027
- [ x ] Rubi Yarez, Director ..... Pos. #4 - 2027
- [ x ] Ray Watkins, Director..... Pos. #5 - 2029

Motion passes

9. Executive Session @ 7:21 PM - 7:51 PM

ORS: 192.660 (2)(i): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing

10. **Topics For Next Meeting**

Missy coming back

Concerns of taking care of staff and rising behavior concerns

Classified Appreciation

Food Service - Report

Field Trip Transportation - Budget

Future Budget Concerns

MidCo

11. **Board Comments**

Jazz Night Upcoming, Board Attire - Firm Request

**12. Next Regular Meeting Date: Wednesday, March 18th at 6:00 P.M.**

**13. Upcoming Events**

Feb. 28 Community Dinner, 5:00 - 7:00

March 2-6 Classified Employee Week

March 4 Board Work Session, 6:00 PM

March 5 Keegan Smith Memorial Basketball Game, SHS, 6:00 PM

March 12 Jazz Night, FCS, 6:00 PM

March 15 Community Dinner, 6:00 PM

March 17 SHS Music Concert, 6:30 PM

March 23-27 Spring Break

**14. Adjournment @ 7:57 PM**

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Superintendent

# FCS March Board Report



## **Sports**

Boys' basketball has wrapped up and they had a fantastic season. We had 25 student athletes out for basketball this year, which is a new high in participation for the last 6 years!

Now that spring is here, we have begun the track and field season. Practice started last week with a rolling start beginning with 8th graders. Track is the only school sport 6th graders compete in and it typically has the largest number of participants. This year we already have over 54 athletes signed up!

## **Fundraisers**

Last week we participated in two fundraising events for FCS. On Tuesday night, McMenamins in McMinnville hosted a fundraiser evening for our PBIS program. The restaurant donated 50% of the night's proceeds directly to our school. This is the 2nd year we've participated in the fundraiser and we are very thankful for their willingness to partner with us.

On Thursday we hosted our 2nd annual FCS Jazz Night. Thank you to all board members who joined us for the concert. We were able to offer an excellent BBQ dinner along with fantastic cupcakes by Natayla and concluded the evening by auctioning off a donated guitar from Uptown Music.

This month, FCS has been participating in the Book Blast fundraiser for the fourth year in a row. This program puts brand new books in the hands of each FCS student and has been a huge success over the last few years.

## **Staff Highlights**

March 2nd-6th we celebrated Classified Appreciation Week here at FCS. Certified staff planned multiple appreciation events for classified including potlucks, candy-themed decorations, and a spirit week for staff and students to participate in. Our classified staff work tirelessly to support our students and the school overall. We are incredibly proud and thankful for their hard work and commitment to FCS.

Classified staff member Tru Weatherly works at FCS as a special education one-on-one assistant. Since joining FCS, Tru has actively sought out feedback and training and has shown immense growth in her work with students. She cares deeply for her kids and is thriving in her role. Thank you Tru for your commitment to our students!

Abbie Warmbier joined FCS this year as a STEM and electives teacher for 4th-8th grade. Abbie previously worked for OSU Extension office and spent a lot of time at FCS running our cooking club and healthy eating lessons for our elementary students. This year, Mrs. Warmbier's classes have quickly become a student favorite. She does an excellent job planning and executing engaging lessons with strong learning objectives. Not only has Abbie been a great classroom

instructor, but she also spearheaded a grant writing project to try to get FCS a student led garden. I am very pleased to announce that last week we were informed that FCS received the Oregon Farm to Nutrition Programs grant that Abbie wrote. This grant will award over \$12,000 to go towards building a garden at FCS!

**Upcoming Dates**

Mar 23rd-27th	Spring Break
April 16th-17th	Parent Teacher Conferences
May 7th	3rd-5th Grade Fishing Field Trip

# Superintendent Report

March 2026



# Summer Learning Grant

## History

2024 - Sheridan SD was not awarded a summer learning grant due to the formula used by ODE.

2025 - Awarded \$134,000 spent \$124,000 on program costs

2026 - Competitive Grant, three years

# Grant Requirements

Grant proposal due Friday, March 20, 5:00 PM

- Literacy focus, prioritize students not yet reading at grade level
- 80 hrs of student contact time, encourage regular attendance
- Academic learning and youth development activities
  - Hands-on inquiry based learning
  - Center on student voice and interests
  - Promote students' mental, emotional, social, and physical well-being
- Provide transportation and meals

# Program Design

Students entering first grade through eighth grade

July 6 - 31

Students attend 8:00 - 12:00

Field trips on Fridays

Partnership with the CTGR and the Sheridan Library

Students will be in groups, rotating through a variety of learning activities

# Calendar 26-27 Details

Starting school August 31, the week before Labor Day.

Worked through many renditions of this calendar. Things that were under consideration:

- November 11 Veterans Day is on a Wednesday
- Addressing license staff weekly hours/minutes, on the four day modified week
- Conferences - how and when, reviewing the purpose, ways to improve

# 2025 Bond Update

Going into design planning with the following schedule:

## Design Meeting 2 - Friday, April 10

10:00 - 11:00	SHS Science
11:00 - 11:30	SHS Secure Entry
11:30 - 12:00	Lunch
12:00 - 1:00	FCS Music Rooms
1:00 - 2:00	FCS Locker rooms, restrooms, concessions

May 15, 10:00 - 2:00 - follow up meeting, similar schedule

Optional meeting May 29, review scope of seismic grant, if awarded

Questions or Comments

# Board Meeting Financial Report

## March, 2026

### Included Documents

- General Fund Budget Update
- Appropriations Check
- Bond Expenditures
- AP Check Listing

### Current Events

- Budget Prep
- Calendars

### Future Events

- Budget
- Contracts

100 GENERAL FUND As of February 28, 2026							
Revenue	SOURCE	BUDGET	YEAR TO DATE	RECEIVABLE ENCUMBRANCE	TOTAL	BALANCE	Year to Date % of Budget
R1111	CUR YR TAXES	1,998,500	2,062,813.29	-	2,062,813.29		103.22%
R1510	INTEREST ON INVESTMENTS	199,000	140,438.08	58,561.92	199,000.00		70.57%
R1960	RECOV PRIOR YRS EXP	-	12,119.23	-	12,119.23		
R1990	MISC	4,017	2,945.22	-	2,945.22		73.32%
R2199	HERT REVENUE	-	1,108.43	-	1,108.43		
R3101	SSF- GEN SUPPORT	13,278,238	10,036,145.00	3,334,065.53	13,370,210.53		75.58%
R3103	COMMON SCH FUND	120,000	85,930.87	34,069.13	120,000.00		71.61%
R5200	INTERFUND TRANSFERS	100,000	-	-	-		
R5400	RESOURCES BEG FUND BAL	1,000,000	1,354,991.00	-	1,354,991.00		
<b>Revenue Totals:</b>		<b>16,699,755</b>	<b>13,696,941.12</b>	<b>3,426,246.58</b>	<b>17,123,187.70</b>		
Expenses	DESCRIPTION	BUDGET	YEAR TO DATE	REC/ENC	TOTAL	BALANCE	% of Budget
100	SALARIES	5,704,966	3,157,635.35	2,623,792.74	5,781,428.09	(76,462.09)	55.35%
200	BENEFITS	3,579,314	2,017,716.76	1,599,662.72	3,617,379.48	(38,065.48)	56.37%
300	PURCHASED SERVICES	5,768,025	4,335,977.27	1,761,074.74	6,097,052.01	(329,027.01)	75.17%
400	SUPPLIES	350,000	298,198.93	91,578.10	389,777.03	(39,777.03)	85.20%
600	OTHER OBJECTS	197,450	194,237.39	9,531.06	203,768.45	(6,318.45)	98.37%
700	FUND MODIFICATIONS	100,000	-	-	-		
810	CONTINGENCY	200,000	-	200,000.00	200,000.00		
820	RESERVED FOR NEXT YEAR	800,000	-	800,000.00	800,000.00		
<b>Expense Totals:</b>		<b>16,699,755</b>	<b>10,003,765.70</b>	<b>7,085,639.36</b>	<b>17,089,405.06</b>	<b>6.19%</b>	
						<b>Ending Balance</b>	
Balance Based On		BFB	Revenue	Expenditures	Balance	1,000,000.00	
Year to Date Actuals		1,354,991	12,341,950.12	10,003,765.70	3,693,175.42	33,782.64	
Actuals + Receivables/Encumb		1,354,991	15,768,196.70	17,089,405.06	33,782.64	1,033,782.64	

## 2025-26 Appropriations Review

As of February 28, 2026

	Adopted Budget	Budget Modifications	New Appropriation	Y to D Expenditures	Check	EOY
<b>General Fund</b>						
Instruction	11,045,262		11,045,262	7,089,257	✓	✗
Support Services	4,554,493		4,554,493	2,914,508	✓	✗
Transfer	100,000		100,000	-	✓	✓
Contingency	200,000		200,000	-	✓	✓
Fund Total	15,899,755		15,899,755			
<b>Combined Special Project Fund</b>						
Instruction	1,517,451	149,000	1,666,451	740,880	✓	✓
Support Services	2,292,404		2,292,404	481,454	✓	✓
Enterprise Services	629,849		629,849	325,602	✓	✓
Facilities Acquisition/Construction	-	500,000	500,000	-	✓	✓
Transfer	10,000		10,000	-	✓	✓
Fund Total	4,449,704		5,098,704			
<b>Debt Service</b>						
Debt Service	681,017		681,017	92,748	✓	✓
Fund Total	681,017		681,017			
<b>Capitol Project Funds</b>						
Support Services	310,000		310,000	240,943	✓	✓
Facilities (Capitol Projects)	12,007,000		12,007,000	156,052	✓	✓
Transfer	50,000		50,000	-	✓	✓
Fund Total	12,367,000		12,367,000			
<b>Unemployment Fund</b>						
Support Services	275,000		275,000	-	✓	✓
Fund Total	275,000		275,000			
<b>Total Appropriations</b>	<b>33,672,476</b>		<b>34,321,476</b>			
Total Unappropriated Reserve	800,000		800,000			
<b>Total Budget</b>	<b>34,472,476</b>		<b>35,121,476</b>			

**BOND FINANCIAL UPDATE**

As of 02/28/2026

		<i>000</i>	<i>WP1-901</i>	<i>WP2-902</i>	<i>WP3-903</i>	<i>WP4-904</i>
		<i>OPERATIONS</i>	<i>DISTRICT</i>	<i>SHS</i>	<i>FCS</i>	<i>FCS GYM</i>
BUDGET	12,000,000.00					
EXPENDITURES	156,051.86	72,561.07	-	34,617.39	13,586.00	35,287.40
ENCUMBRANCES	422,230.88	65,950.67	-	135,738.11	60,988.00	159,554.10
BALANCE	11,421,717.26		-			
		ABIDE WEB DESIGN LLC BOND - ADVERTISING BOND - LEGAL BOND - SUPPLIES KYLE LAIER R&C MANAGEMENT GROUP LLC		AKS ENGINEERING & FORESTRY LLC BRIC ARCHITECTURE INC COLUMBIA WEST ENGINEERING INC PROFESSIONAL ROOF CONSULTANTS INC R&C MANAGEMENT GROUP LLC	AKS ENGINEERING & FORESTRY LLC R&C MANAGEMENT GROUP LLC	BRIC ARCHITECTURE INC COLUMBIA WEST ENGINEERING INC R&C MANAGEMENT GROUP LLC

REVENUE		YEAR TO DATE	
	R1510	INTEREST ON INVESTMENTS	125,815.58
	R3299	RESTR GRANTS OTHER	-
	R5110	BOND PROCEEDS	6,187,709.19
TOTAL REVENUE			6,313,524.77

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 1  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50230	09/03/25	16330	WALTER E NELSON CO	1002542116000	410	#SOSLM005263 8/13	0.00	-11.76
A101	50230	09/03/25	16330	WALTER E NELSON CO	1002542116000	410	#SOSLM005709 8/27	0.00	-801.61
A101	50230	09/03/25	16330	WALTER E NELSON CO	1002542620000	410	#SOSLM005709 8/27	0.00	-400.80
TOTAL CHECK								0.00	-1,214.17
A101	50787	02/03/26	16441	CENTURY LINK - NC	1002410620000	351	SHS #320155978 1/1	0.00	65.18
A101	50788	02/03/26	17476	CINTAS CORPORATION	1002542620000	410	SHS 1/27	0.00	208.87
A101	50788	02/03/26	17476	CINTAS CORPORATION	1002542005000	324	UNIFORMS 1/27	0.00	114.13
TOTAL CHECK								0.00	323.00
A101	50789	02/03/26	17476	CINTAS CORPORATION	1002542116000	410	FCS 1/27	0.00	478.03
A101	50790	02/03/26	17626	GREGG DAHLKE	1002543005000	322	SET UP FEE MEDIUM	0.00	150.00
A101	50792	02/03/26	15262	FAULCONER-CHAPMAN S	1002520005000	640	FCS JAN '26 SQUARE	0.00	38.45
A101	50795	02/03/26	17466	GRAINGER	1002542116000	410	SOLENOID VALVES 1/2	0.00	222.54
A101	50795	02/03/26	17466	GRAINGER	1002542620000	410	SOLENOID VALVES 1/2	0.00	222.54
TOTAL CHECK								0.00	445.08
A101	50796	02/03/26	17619	FASTSIGNS SALEM	1002310005000	389	BOARDROOM	0.00	982.95
A101	50797	02/03/26	17498	HASCO STATIONS, LLC	1002558005320	322	SPED FUEL TO 1/31	0.00	140.60
A101	50797	02/03/26	17498	HASCO STATIONS, LLC	1002552005011	410	FUEL TO 1/31	0.00	157.13
TOTAL CHECK								0.00	297.73
A101	50800	02/03/26	01794	NORTHWEST NATURAL G	1002542116000	326	FCS 2/22	0.00	4,320.09
A101	50800	02/03/26	01794	NORTHWEST NATURAL G	1002542620000	326	SHS 1/22	0.00	5,108.90
A101	50800	02/03/26	01794	NORTHWEST NATURAL G	1002542005000	326	DO 1/21	0.00	270.65
TOTAL CHECK								0.00	9,699.64
A101	50801	02/03/26	16225	POINT MONITOR CORPO	1002542005000	322	1/14/26 TROUBLESHO	0.00	630.00
A101	50802	02/03/26	15514	SALEM WRESTLING OFF	1001132620000	389	1/21 WRESTLING	0.00	824.00
A101	50803	02/03/26	12203	SHERIDAN CHAMBER OF	1002321005000	640	MEMBERSHIP 2025/26	0.00	75.00
A101	50806	02/03/26	17486	VERIZON CONNECT	1002552005000	389	VEHICLE TRACKING 2/	0.00	105.40
A101	50807	02/03/26	17380	WEST VALLEY BULLETI	1002310005000	354	ADS JANU '26	0.00	360.00
A101	50811	02/11/26	17295	ABIDE WEB DESIGN LL	1002660005000	470	'26 HOST & MAINT	0.00	799.00
A101	50813	02/11/26	17476	CINTAS CORPORATION	1002542620000	410	SHS 2/10	0.00	151.69
A101	50813	02/11/26	17476	CINTAS CORPORATION	1002542620000	410	SHS 2/3	0.00	208.87
A101	50813	02/11/26	17476	CINTAS CORPORATION	1002542005000	324	UNIFORMS 2/3	0.00	114.13
A101	50813	02/11/26	17476	CINTAS CORPORATION	1002542005000	324	UNIFORMS 2/10	0.00	114.13
TOTAL CHECK								0.00	588.82
A101	50814	02/11/26	17476	CINTAS CORPORATION	1002542116000	410	FCS 2/3	0.00	154.00

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50815	02/11/26	17476	CINTAS CORPORATION	1002542116000	410	FCS 2/10	0.00	239.41
A101	50816	02/11/26	00489	CITY OF SHERIDAN	1002542116000	327	FCS #99-0017-01 2/	0.00	686.52
A101	50816	02/11/26	00489	CITY OF SHERIDAN	1002542116000	327	FCS #99-0016-00 2/2	0.00	1,481.19
A101	50816	02/11/26	00489	CITY OF SHERIDAN	1002542620000	327	SHS #02-0262-00 2/2	0.00	1,321.34
A101	50816	02/11/26	00489	CITY OF SHERIDAN	1002542005000	327	ANNEX #02-0310-02 2	0.00	54.79
A101	50816	02/11/26	00489	CITY OF SHERIDAN	1002542005000	327	DO #02-0234-00 2/2	0.00	68.18
TOTAL CHECK								0.00	3,612.02
A101	50817	02/11/26	00489	CITY OF SHERIDAN	1002542005550	327	BRCTEC H2O/SEWER 2/	0.00	171.66
A101	50818	02/11/26	15041	GARRETT HEMANN ROBE	1002310005000	382	LEGAL JAN '26	0.00	60.00
A101	50819	02/11/26	17466	GRAINGER	1002542116000	460	FCS COMBUST BLOWER	0.00	690.50
A101	50819	02/11/26	17466	GRAINGER	1002542005000	410	INV #9785492886 1/	0.00	87.10
A101	50819	02/11/26	17466	GRAINGER	1002542005000	410	INV #9783136535 1/	0.00	150.69
TOTAL CHECK								0.00	928.29
A101	50821	02/11/26	17216	FIRE UP INSPECTION	1002546005000	389	ANNUAL FACP-SPRINKL	0.00	590.00
A101	50821	02/11/26	17216	FIRE UP INSPECTION	1002546005000	389	ANNUAL FACP-SPRINKL	0.00	2,495.00
TOTAL CHECK								0.00	3,085.00
A101	50823	02/11/26	01794	NORTHWEST NATURAL G	1002542116000	326	FCS 32201-2 1/21	0.00	1,507.15
A101	50826	02/11/26	16225	POINT MONITOR CORPO	1002542005000	389	2/2/2026 ASSIST WI	0.00	4,685.00
A101	50827	02/11/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #5731231000 2/5	0.00	211.88
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542116000	328	FCS #1080224311 1/3	0.00	219.76
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542116000	328	FCS #1080286062 1/3	0.00	955.93
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542620000	328	SHS #1080224303 1/3	0.00	760.85
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542005000	328	DO #1080224303 1/3	0.00	125.00
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542005000	324	30 YARD DUMPSTER	0.00	600.17
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542005000	324	RENT / DAY	0.00	144.04
A101	50829	02/11/26	17256	RECOLOGY WESTERN OR	1002542005000	324	30 YARD DUMPSTER AN	0.00	608.98
TOTAL CHECK								0.00	3,414.73
A101	50830	02/11/26	02310	SALEM-KEIZER SCHOOL	1002410137000	355	FCS COMM FORM	0.00	79.44
A101	50831	02/11/26	04563	SHERIDAN BUILDING M	1002542620000	410	SUPPLY JAN	0.00	100.15
A101	50832	02/11/26	16759	SIERRA SPRINGS	1002520005000	410	WATER	0.00	28.13
A101	50832	02/11/26	16759	SIERRA SPRINGS	1002310005000	410	WATER	0.00	54.81
A101	50832	02/11/26	16759	SIERRA SPRINGS	1002190005050	410	SUPPLY SPED	0.00	52.96
TOTAL CHECK								0.00	135.90
A101	50835	02/11/26	02586	STUCK ELECTRIC CO	1002542005000	322	BLOWER MOTORS SHS S	0.00	2,724.62
A101	50837	02/11/26	16528	US BANK EQUIPMENT F	1001250005320	355	SP KYOCERA	0.00	166.75
A101	50837	02/11/26	16528	US BANK EQUIPMENT F	1002190116320	355	FCS KYOCERA	0.00	166.75

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50837	02/11/26	16528	US BANK EQUIPMENT F	1002310005000	355	DO KYOCERA	0.00	260.05
A101	50837	02/11/26	16528	US BANK EQUIPMENT F	1002410137000	355	FCS KYOCERA	0.00	573.70
A101	50837	02/11/26	16528	US BANK EQUIPMENT F	1002410620000	355	SHS KYOCERA	0.00	166.75
TOTAL CHECK								0.00	1,334.00
A101	50838	02/11/26	17071	US BANK/10	1002310005000	410	SUPPLY	0.00	23.49
A101	50838	02/11/26	17071	US BANK/10	1002490005000	410	COMMONLY REQUIRED P	0.00	54.00
A101	50838	02/11/26	17071	US BANK/10	1002490005000	340	OSPA 2026 WINTER SU	0.00	399.00
TOTAL CHECK								0.00	476.49
A101	50839	02/11/26	17274	US BANK/16	1002321005000	410	SUPPLY	0.00	175.74
A101	50839	02/11/26	17274	US BANK/16	1002542116000	410	FCS 410 SUPPLY	0.00	416.39
A101	50839	02/11/26	17274	US BANK/16	1002542620000	410	SHS 410 SUPPLY	0.00	200.00
A101	50839	02/11/26	17274	US BANK/16	1002542005000	410	DO 410 SUPPLY	0.00	20.00
A101	50839	02/11/26	17274	US BANK/16	1002410116000	470	QUICKBOOKS	0.00	38.00
A101	50839	02/11/26	17274	US BANK/16	1002410620000	470	QUICKBOOKS SHS	0.00	38.00
A101	50839	02/11/26	17274	US BANK/16	1002222620000	410	SHS LIB SUPPLY	0.00	32.39
A101	50839	02/11/26	17274	US BANK/16	1002222620000	430	SHS LIB BOOKS	0.00	39.68
A101	50839	02/11/26	17274	US BANK/16	1002240005000	340	MANDT TRAINING PDN	0.00	66.00
A101	50839	02/11/26	17274	US BANK/16	1002240005000	340	MANDT TRAINING - PD	0.00	66.00
A101	50839	02/11/26	17274	US BANK/16	1001131620050	420	SHS	0.00	237.00
A101	50839	02/11/26	17274	US BANK/16	1002660005000	410	TECHNOLOGY SUPPLY	0.00	227.98
A101	50839	02/11/26	17274	US BANK/16	1002310005000	389	DISTRICT SUPPLY	0.00	1,080.00
TOTAL CHECK								0.00	2,637.18
A101	50841	02/11/26	16330	WALTER E NELSON CO	1002542116000	410	SOSLM009992 1/28	0.00	519.16
A101	50841	02/11/26	16330	WALTER E NELSON CO	1002542116000	460	ORDER #SOSLM10219	0.00	263.19
A101	50841	02/11/26	16330	WALTER E NELSON CO	1002542620000	460	ORDER #SOSLM010219	0.00	263.19
TOTAL CHECK								0.00	1,045.54
A101	50843	02/18/26	17406	AGSENSE, LLC	1002543005000	640	SUBSCRIPT MON/CONT	0.00	185.00
A101	50844	02/18/26	15927	CENTURY LINK/AZ	1002410137000	351	FCS #314225840 2/11	0.00	67.77
A101	50844	02/18/26	15927	CENTURY LINK/AZ	1002410137000	351	FCS #446533202 2/1	0.00	317.77
A101	50844	02/18/26	15927	CENTURY LINK/AZ	1002410620000	351	SHS #313747293 2/11	0.00	131.30
A101	50844	02/18/26	15927	CENTURY LINK/AZ	1002321005000	351	DO ETC #446533202 2	0.00	317.77
TOTAL CHECK								0.00	834.61
A101	50845	02/18/26	15048	CHEMEKETA COMMUNITY	1001131620050	371	EXPANDED OP HG	0.00	70.00
A101	50847	02/18/26	17466	GRAINGER	1002542620000	460	SEAL KIT GOSSETT	0.00	127.96
A101	50848	02/18/26	17498	HASCO STATIONS, LLC	1002558005320	322	SPED FUEL TO 2/15	0.00	285.94
A101	50851	02/18/26	17618	MATTHEW W POMEROY	1001132620000	389	1/7 - 2/12/2026	0.00	350.00
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	FREIGHT	0.00	20.00
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	#121484 24" BROWN	0.00	74.00
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	#100199 3/8" X 2-1	0.00	4.65
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	#100362 3/8" FLAT	0.00	1.71
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	#100353 3/8" FLAN	0.00	2.98

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 4  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	#100198 3/8" X 1-1	0.00	1.98
A101	50852	02/18/26	16762	ROSS RECREATION EQU	1002542005000	322	#100327 3/8" STAND	0.00	1.82
TOTAL CHECK									107.14
A101	50854	02/18/26	16330	WALTER E NELSON CO	1002542620000	410	SOSLM010417 2/11	0.00	39.74
A101	50862	02/25/26	17476	CINTAS CORPORATION	1002542620000	410	SHS 2/17	0.00	215.83
A101	50862	02/25/26	17476	CINTAS CORPORATION	1002542005000	324	UNIFORMS 2/17	0.00	114.13
A101	50862	02/25/26	17476	CINTAS CORPORATION	1002542005000	324	UNIFORMS 2/24	0.00	114.13
TOTAL CHECK									444.09
A101	50863	02/25/26	17476	CINTAS CORPORATION	1002542116000	410	FCS 2/17	0.00	86.23
A101	50864	02/25/26	17476	CINTAS CORPORATION	1002542116000	410	FCS 2/24	0.00	478.03
A101	50865	02/25/26	17626	GREGG DAHLKE	1002543005000	322	2/1/26 RACCOON	0.00	100.00
A101	50866	02/25/26	04260	GRAINGER	1002543005000	410	INV #9803231373 2/1	0.00	146.64
A101	50866	02/25/26	04260	GRAINGER	1002543005000	460	INV #9803231373 2/1	0.00	387.01
TOTAL CHECK									533.65
A101	50868	02/25/26	15507	MID COLUMBIA BUS CO	1002552005000	331	HOME / SCHOOL JAN '	0.00	38,244.03
A101	50868	02/25/26	15507	MID COLUMBIA BUS CO	1002558005320	331	SPED TRANS JAN '25	0.00	22,509.02
A101	50868	02/25/26	15507	MID COLUMBIA BUS CO	1002552620620	331	SHS FILED JAN '25	0.00	1,129.17
A101	50868	02/25/26	15507	MID COLUMBIA BUS CO	1002552116116	332	7-8 COCURR JAN '26	0.00	660.26
A101	50868	02/25/26	15507	MID COLUMBIA BUS CO	1002552620620	332	SHS COCURR JAN '26	0.00	7,405.49
TOTAL CHECK									69,947.97
A101	50869	02/25/26	17024	NORTHWEST LOGGING S	1002543005000	410	SUPPLY 2/3	0.00	29.60
A101	50870	02/25/26	01794	NORTHWEST NATURAL G	1002542116000	326	FCS 2201-2	0.00	1,507.15
A101	50870	02/25/26	01794	NORTHWEST NATURAL G	1002542116000	326	FCS 2201-2	0.00	-1,507.15
TOTAL CHECK									0.00
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542116000	325	FCS #0038610000 2/1	0.00	847.48
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542116000	325	FCS #9949211000 2/	0.00	6,417.49
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #7721670000 2/1	0.00	24.36
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS 31611690000 2/1	0.00	45.73
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS 31038610000 2/1	0.00	208.55
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #0905290000 2/1	0.00	240.48
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS 30059211000 2/1	0.00	814.97
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #6758520000 2/1	0.00	836.37
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #8847290000 2/	0.00	3,023.55
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542005000	325	DO #0742760000 2/16	0.00	162.64
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1002542005000	325	ANNEX #2649280000 2	0.00	378.38
A101	50871	02/25/26	02043	PORTLAND GENERAL EL	1001250618320	325	DLC #6038221000 2/1	0.00	743.98
TOTAL CHECK									13,743.98
A101	50872	02/25/26	17196	SALEM BASKETBALL OF	1001132620000	389	SHS BASKETBALL (2/2	0.00	5,002.50
A101	50873	02/25/26	17196	SALEM BASKETBALL OF	1001122116000	389	MS BASKETBALL	0.00	3,752.66

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 5  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50874	02/25/26	02310	SALEM-KEIZER SCHOOL	1001121116060	410	PALLET WHITE COPY	0.00	808.83
A101	50874	02/25/26	02310	SALEM-KEIZER SCHOOL	1001111137050	410	PALLET WHITE COPY	0.00	808.84
TOTAL CHECK									1,617.67
A101	50877	02/25/26	16528	US BANK EQUIPMENT F	1002410620000	355	SHS KYOCERA	0.00	125.00
A101	50877	02/25/26	16528	US BANK EQUIPMENT F	1002410620000	355	CONTRACT PAY & FEE	0.00	195.00
TOTAL CHECK									320.00
A101	50878	02/25/26	17220	US BANK/11	1001111137130	410	FCS MUSIC	0.00	35.94
A101	50878	02/25/26	17220	US BANK/11	1002410116000	353	FCS POSTAGE	0.00	24.33
A101	50878	02/25/26	17220	US BANK/11	1001111137050	410	FCS SUPPLY	0.00	1,106.91
A101	50878	02/25/26	17220	US BANK/11	1001121116060	410	FCS SUPPLY	0.00	222.99
A101	50878	02/25/26	17220	US BANK/11	1002134005000	410	HELATH ROOM SUPP	0.00	390.84
TOTAL CHECK									1,781.01
A101	50879	02/25/26	17222	US BANK/13	1002240005000	640	HANSEN ACTE	0.00	120.00
A101	50879	02/25/26	17222	US BANK/13	1002490005000	389	FIELD PRINT	0.00	12.50
TOTAL CHECK									132.50
A101	50880	02/25/26	17224	US BANK/15	1002321005000	410	SUPT BRD RETREAT	0.00	34.92
A101	50880	02/25/26	17224	US BANK/15	1002558005320	322	SPED VAN WASH	0.00	11.00
A101	50880	02/25/26	17224	US BANK/15	1002222620000	430	LIBRARY BOOKS - SHS	0.00	64.06
A101	50880	02/25/26	17224	US BANK/15	1002222620000	440	PERIODICALS - SHS L	0.00	148.90
A101	50880	02/25/26	17224	US BANK/15	1002520005000	340	OASBO ZONE MEETING	0.00	25.00
TOTAL CHECK									283.88
A101	50881	02/25/26	17603	VORTEX INDUSTRIES,	1002542005000	389	FCS ROLLING STEEL F	0.00	1,155.00
A101	50892	02/25/26	03087	OSEA	100	L472.302	DED:5003 OSEA ADD'L	0.00	133.91
A101	50892	02/25/26	03087	OSEA	100	L472.302	DED:5001 OSEA DUES	0.00	2,003.59
TOTAL CHECK									2,137.50
A101	V50785	02/03/26	15648	OEBB	100	L472.001	DED:2073 AFTERTAX	0.00	416.82
A101	V50785	02/03/26	15648	OEBB	100	L473.110	DED:2020 MEDICAL	0.00	132,481.88
TOTAL CHECK									132,898.70
A101	V50809	02/09/26	02037	OREGON PERS/EMPLOYE	100	L473.002	DED:1000 PERS	0.00	31,562.89
A101	V50809	02/09/26	02037	OREGON PERS/EMPLOYE	100	L473.000	DED:1012 PERS	0.00	107,903.01
A101	V50809	02/09/26	02037	OREGON PERS/EMPLOYE	100	L473.001	DED:1011 PERS	0.00	24,375.89
TOTAL CHECK									163,841.79
A101	V50842	02/17/26	15899	SHERIDAN ALL PREP	1001288005320	360	SAP SPED SSF FEB '1	0.00	45,628.87
A101	V50842	02/17/26	15899	SHERIDAN ALL PREP	1001288005000	360	SAF SSF FEB '26	0.00	369,179.00
TOTAL CHECK									414,807.87
A101	V50855	02/27/26	02037	OREGON PERS/EMPLOYE	100	L472.020	DED:2064 PERS VOL	0.00	118.31
A101	V50856	02/23/26	11747	INTERNAL REVENUE SE	100	L471.003	Q1/26 MEDICARE	0.00	16,754.20
A101	V50856	02/23/26	11747	INTERNAL REVENUE SE	100	L471.001	Q1/26 FED W/H	0.00	44,018.36
A101	V50856	02/23/26	11747	INTERNAL REVENUE SE	100	L471.003	Q1/26 FICA	0.00	71,638.64

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 6  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	132,411.20
A101	V50857	02/23/26	03099	OREGON DEPT OF REVE	100	L472.010	Q1/26 WBFA ER	0.00	133.97
A101	V50857	02/23/26	03099	OREGON DEPT OF REVE	100	L471.005	Q1/26 WBFA EE	0.00	133.97
A101	V50857	02/23/26	03099	OREGON DEPT OF REVE	100	L471.006	Q1/26 TRANSIT	0.00	587.55
A101	V50857	02/23/26	03099	OREGON DEPT OF REVE	100	L471.002	Q1/26 STATE W/H	0.00	37,630.00
TOTAL CHECK								0.00	38,485.49
A101	V50858	02/23/26	16131	EMPLOYMENT DEPARTME	100	L471.007	Q4/25 UNEMPLOYMENT	0.00	693.29
A101	V50858	02/23/26	16131	EMPLOYMENT DEPARTME	100	L473.004	Q4/25 UNEMPLOYMENT	0.00	8,059.81
TOTAL CHECK								0.00	8,753.10
A101	V50859	02/23/26	15151	SAIF CORPORATION	100	L472.010	SAIF POLICY	0.00	1,579.83
A101	V50859	02/23/26	15151	SAIF CORPORATION	100	L471.007	SAIF POLICY	0.00	280.38
TOTAL CHECK								0.00	1,860.21
A101	V50882	02/25/26	03048	AFLAC	100	L472.006	DED:2066 AFLAC	0.00	194.74
A101	V50883	02/25/26	10088	AMERICAN FIDELITY A	100	L472.008	DED:2068 AMER PREM	0.00	3,221.58
A101	V50883	02/25/26	10088	AMERICAN FIDELITY A	100	L472.009	DED:2067 AMER FIDEL	0.00	5,365.39
TOTAL CHECK								0.00	8,586.97
A101	V50884	02/25/26	10094	AMERICAN FIDELITY A	100	L472.002	DED:2070 MEDICAL	0.00	125.00
A101	V50884	02/25/26	10094	AMERICAN FIDELITY A	100	L472.003	DED:2069 AMER DEPEN	0.00	716.66
TOTAL CHECK								0.00	841.66
A101	V50885	02/25/26	10097	AMERICAN FIDELITY A	100	L472.039	DED:4010 ROTH IRA	0.00	250.00
A101	V50885	02/25/26	10097	AMERICAN FIDELITY A	100	L472.038	DED:4003 DEF COMP	0.00	1,300.00
A101	V50885	02/25/26	10097	AMERICAN FIDELITY A	100	L472.033	DED:4004 TSA	0.00	5,167.00
TOTAL CHECK								0.00	6,717.00
A101	V50886	02/25/26	16055	AMERICAN FIDELITY H	100	L472.011	DED:2035 HSA EMPEE	0.00	245.00
A101	V50886	02/25/26	16055	AMERICAN FIDELITY H	100	L472.011	DED:2033 HSA	0.00	8,219.10
TOTAL CHECK								0.00	8,464.10
A101	V50887	02/25/26	16905	AXA-EQUITABLE	100	L472.035	DED:4009 TSA	0.00	350.00
A101	V50888	02/25/26	16768	HRA VEBA TRUST CONT	100	L472.012	DED:2034 HRA	0.00	19,635.00
A101	V50889	02/25/26	03084	OEA-NEA/OREGON EDUC	100	L472.300	DED:5000 OEA DUES	0.00	4,916.22
A101	V50890	02/25/26	03099	OREGON DEPT OF REVE	100	L472.965	DED:6003 ORE REV	0.00	166.83
A101	V50891	02/25/26	11984	TEXAS LIFE INSURANC	100	L472.051	DED:3000 LIFE INS	0.00	2,267.97
TOTAL CASH ACCOUNT								0.00	1,090,114.39
TOTAL FUND								0.00	1,090,114.39

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 7  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 202 - CARES FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50838	02/11/26	17071	US BANK/10	2023300005000	410	DOLLAR GENERAL GRAN	0.00	161.12
A101	50880	02/25/26	17224	US BANK/15	2023300005000	410	DOLLAR GENERAL GRAN	0.00	55.49
TOTAL CASH ACCOUNT								0.00	216.61
TOTAL FUND								0.00	216.61

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 8  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 203 - EDUCATION FOUNDATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50786	02/03/26	00123	ART REID TRUCKING I	2032690650000	389	GRAVEL CONEX	0.00	400.00
TOTAL CASH ACCOUNT								0.00	400.00
TOTAL FUND								0.00	400.00

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 9  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 204 - HIGH SCHOOL SUCCESS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50839	02/11/26	17274	US BANK/16	2041299620050	410	CLASSROOM SUPPLY -	0.00	192.50
A101	50849	02/18/26	01206	INDUSTRIAL WELDING	2041299620050	410	TANK RENTAL	0.00	5.00
A101	50880	02/25/26	17224	US BANK/15	2041299620050	410	CLASSROOM SUPPLY -	0.00	74.02
TOTAL CASH ACCOUNT								0.00	271.52
TOTAL FUND								0.00	271.52

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 10  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 207 - ESD

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50878	02/25/26	17220	US BANK/11	2072240005050	410	FCS FISH PROJECT	0.00	73.00
TOTAL CASH ACCOUNT								0.00	73.00
TOTAL FUND								0.00	73.00

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 11  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 209 - CAREER PATHWAYS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50879	02/25/26	17222	US BANK/13	2091131620130	410	LOWE'S ORDER 1/20/	0.00	448.59
TOTAL CASH ACCOUNT								0.00	448.59
TOTAL FUND								0.00	448.59

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 12  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 215 - SIA GRANT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50808	02/03/26	16315	YAMHILL COUNTY HEAL	2152143005050	389	B/H HEALTH JAN '26	0.00	9,562.03
A101	50878	02/25/26	17220	US BANK/11	2151121116000	410	AGRICULUTRE CLASS -	0.00	252.35
TOTAL CASH ACCOUNT								0.00	9,814.38
TOTAL FUND								0.00	9,814.38

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 13  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 221 - 2025-26 TITLE IA

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50808	02/03/26	16315	YAMHILL COUNTY HEAL	2212143005000	389	B/H HEALTH JAN '26	0.00	4,781.02
A101	50839	02/11/26	17274	US BANK/16	2211272137000	410	TITLE ONE BOOK GIV	0.00	249.90
A101	50878	02/25/26	17220	US BANK/11	2211272137365	410	FRIDAY ENRICHMENT	0.00	114.89
A101	50878	02/25/26	17220	US BANK/11	2211272137000	410	TITLE ONE BOOK GIV	0.00	248.93
TOTAL CHECK								0.00	363.82
TOTAL CASH ACCOUNT								0.00	5,394.74
TOTAL FUND								0.00	5,394.74

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 14  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 252 - CTEC REVITALIZATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50799	02/03/26	11642	NEWBERG SCHOOL DIST	2522690005554	389	11/20/25 EVENT	0.00	450.05
A101	50834	02/11/26	17460	SEDCOR	2522690005554	389	PROFESS SERV 2/1/2	0.00	2,000.00
A101	50850	02/18/26	17549	CRAIG ALAN BROCKETT	2522690005554	389	ASA-CTE 1/20-2/13/2	0.00	7,600.00
TOTAL CASH ACCOUNT								0.00	10,050.05
TOTAL FUND								0.00	10,050.05

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 15  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 264 - HAMPTON LUMBER - CTECH

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50820	02/11/26	17489	JUST LOOK LEFT LLC	2642690005000	389	CONSULT DEC - JAN	0.00	3,500.00
A101	V50810	02/10/26	17012	OTAK INC	2642690005000	389	BRCTEC JAN '26	0.00	163.50
TOTAL CASH ACCOUNT								0.00	3,663.50
TOTAL FUND								0.00	3,663.50

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 16  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 270 - FFV PROGRAM

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50805	02/03/26	17077	UNITED SALAD CO	2703100116000	450	FCS 1/8 FFVP CRED	0.00	-151.95
A101	50805	02/03/26	17077	UNITED SALAD CO	2703100116000	450	FCS 1/22 FFVP CRE	0.00	-52.95
A101	50805	02/03/26	17077	UNITED SALAD CO	2703100116000	450	FCS 1/8 FFVP	0.00	151.95
A101	50805	02/03/26	17077	UNITED SALAD CO	2703100116000	450	FCS 1/27 FFVP	0.00	616.60
A101	50805	02/03/26	17077	UNITED SALAD CO	2703100116000	450	FCS 1/6 FFVP	0.00	617.70
A101	50805	02/03/26	17077	UNITED SALAD CO	2703100116000	450	FCS 1/20 FFVP	0.00	977.75
TOTAL CHECK								0.00	2,159.10
TOTAL CASH ACCOUNT								0.00	2,159.10
TOTAL FUND								0.00	2,159.10

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 17  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 271 - FOOD SERVICE

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50793	02/03/26	17625	GOLD STAR FOODS	2713100116000	450	FCS 1/26	0.00	394.27
A101	50793	02/03/26	17625	GOLD STAR FOODS	2713100620000	450	SHS 1/29	0.00	197.13
TOTAL CHECK									591.40
A101	50794	02/03/26	15986	GOODY MAN DISTRIBUT	2713100116000	450	FCS 1/29	0.00	153.00
A101	50794	02/03/26	15986	GOODY MAN DISTRIBUT	2713100620000	450	SHS 1/29	0.00	72.00
TOTAL CHECK									225.00
A101	50798	02/03/26	17464	LINDA LEE HILL	2713100116000	324	MILE 1/24/26	0.00	23.78
A101	50798	02/03/26	17464	LINDA LEE HILL	2713100116000	450	FCS 1/24	0.00	18.86
TOTAL CHECK									42.64
A101	50804	02/03/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 1/29	0.00	287.11
A101	50804	02/03/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 1/27	0.00	659.13
A101	50804	02/03/26	15118	SPRING VALLEY DAIRY	2713100620000	450	SHS 1/27	0.00	281.24
TOTAL CHECK									1,227.48
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100620000	450	SHS 1/13	0.00	509.25
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100620000	450	SHS 1/6	0.00	523.85
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100620000	450	SHS 1/27	0.00	570.05
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/15 NSLP CRED	0.00	-28.30
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/27 NSLP	0.00	49.00
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/6 NSLP	0.00	80.15
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/13 NSLP	0.00	148.30
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/13 NSLP	0.00	569.65
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/6 NSLP	0.00	585.25
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/13 NSLP	0.00	604.10
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/27 NSLP	0.00	713.15
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100116000	450	FCS 1/20 NSLP	0.00	746.60
A101	50805	02/03/26	17077	UNITED SALAD CO	2713100620000	450	SHS 1/20	0.00	371.25
TOTAL CHECK									5,442.30
A101	50824	02/11/26	15060	OREGON SCHOOL NUTRI	2713100116000	324	OSNA HILL SHENK MCK	0.00	420.00
A101	50824	02/11/26	15060	OREGON SCHOOL NUTRI	2713100620000	324	OSNA ANDERSON	0.00	140.00
A101	50824	02/11/26	15060	OREGON SCHOOL NUTRI	2713100005000	340	OSNA VESPER	0.00	140.00
TOTAL CHECK									700.00
A101	50825	02/11/26	17565	CARLOS JOSE PENA	2713100116000	322	HOOD SUPPRESSION IN	0.00	375.00
A101	50833	02/11/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/5	0.00	222.17
A101	50833	02/11/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/3	0.00	624.38
A101	50833	02/11/26	15118	SPRING VALLEY DAIRY	2713100620000	450	SHS 2/3	0.00	291.34
TOTAL CHECK									1,137.89
A101	50836	02/11/26	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 2/9	0.00	2,022.89
A101	50836	02/11/26	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 2/2	0.00	2,633.40
A101	50836	02/11/26	02625	SYSCO FOOD SERVICES	2713100620000	450	SHS 2/9	0.00	474.85
A101	50836	02/11/26	02625	SYSCO FOOD SERVICES	2713100620000	450	SHS 2/2	0.00	881.18
A101	50836	02/11/26	02625	SYSCO FOOD SERVICES	2713100620000	450	SHS 2/9	0.00	1,451.04
TOTAL CHECK									7,463.36

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 18  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 271 - FOOD SERVICE

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50838	02/11/26	17071	US BANK/10	2713100116000	450	FOOD FOR RESALE	0.00	34.98
A101	50838	02/11/26	17071	US BANK/10	2713100620000	450	FOOD	0.00	166.15
TOTAL CHECK									201.13
A101	50839	02/11/26	17274	US BANK/16	2713100116000	460	FCS WARMER REPAIR	0.00	706.07
A101	50840	02/11/26	17218	JENNIFER DANIELLE V	2713100005000	340	2/5 CLACKAMAS	0.00	89.17
A101	50846	02/18/26	15986	GOODY MAN DISTRIBUT	2713100116000	450	FCS 2/12	0.00	134.64
A101	50853	02/18/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/12	0.00	190.95
A101	50853	02/18/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/10	0.00	382.22
A101	50853	02/18/26	15118	SPRING VALLEY DAIRY	2713100620000	450	SHS 2/10	0.00	220.21
TOTAL CHECK									793.38
A101	50860	v 02/25/26	16851	AUTO-CHLOR SYSTEM	2713100116000	324	FCS 2/12	0.00	-287.50
A101	50860	v 02/25/26	16851	AUTO-CHLOR SYSTEM	2713100116000	324	FCS 2/12	0.00	-287.50
A101	50860	v 02/25/26	16851	AUTO-CHLOR SYSTEM	2713100620000	324	SHS 2/12	0.00	-257.25
A101	50860	v 02/25/26	16851	AUTO-CHLOR SYSTEM	2713100620000	324	SHS 2/12	0.00	-257.25
A101	50860	02/25/26	16851	AUTO-CHLOR SYSTEM	2713100116000	324	FCS 2/12	0.00	287.50
A101	50860	02/25/26	16851	AUTO-CHLOR SYSTEM	2713100116000	324	FCS 2/12	0.00	287.50
A101	50860	02/25/26	16851	AUTO-CHLOR SYSTEM	2713100620000	324	SHS 2/12	0.00	257.25
A101	50860	02/25/26	16851	AUTO-CHLOR SYSTEM	2713100620000	324	SHS 2/12	0.00	257.25
TOTAL CHECK									0.00
A101	50875	02/25/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/17	0.00	18.72
A101	50875	02/25/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/19	0.00	336.50
A101	50875	02/25/26	15118	SPRING VALLEY DAIRY	2713100116000	450	FCS 2/17	0.00	551.38
A101	50875	02/25/26	15118	SPRING VALLEY DAIRY	2713100620000	450	SHS 2/17	0.00	212.39
TOTAL CHECK									1,118.99
A101	50876	02/25/26	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 2/23	0.00	1,611.97
A101	50876	02/25/26	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 2/16	0.00	1,745.75
A101	50876	02/25/26	02625	SYSCO FOOD SERVICES	2713100620000	450	SHS 2/23	0.00	1,173.49
TOTAL CHECK									4,531.21
TOTAL CASH ACCOUNT								0.00	24,779.66
TOTAL FUND								0.00	24,779.66

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 19  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 281 - PERS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	V50785	02/03/26	15648	OEBB	2812700005000	240	OEBB	0.00	3,273.72
TOTAL CASH ACCOUNT								0.00	3,273.72
TOTAL FUND								0.00	3,273.72

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 20  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 282 - FORD FAMILY FOUNDATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101	50791	02/03/26	17556	ELAINE BURKE	2822690000000	389	COMM JAN '26	0.00	2,230.00
TOTAL CASH ACCOUNT								0.00	2,230.00
TOTAL FUND								0.00	2,230.00

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 21  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 403 - CAPITAL PROJECTS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50867	02/25/26	16143	RUBEN CRUZ	4032542005000	389	FCS 1/18, 2/1 & 15	0.00	900.00
TOTAL CASH ACCOUNT								0.00	900.00
TOTAL FUND								0.00	900.00

POWERSCHOOL  
DATE: 03/09/2026  
TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
CHECK REGISTER - BY FUND

PAGE NUMBER: 22  
ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
ACCOUNTING PERIOD: 9/26

FUND - 404 - BUILDING FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50822	02/11/26	17216	FIRE UP INSPECTION	4042542005000	322	EXTERIOR   REPLAC	0.00	8,400.00
A101	50822	02/11/26	17216	FIRE UP INSPECTION	4042542005000	322	LABOR / SPRINKLER R	0.00	3,184.00
A101	50822	02/11/26	17216	FIRE UP INSPECTION	4042542005000	322	SPRINKLER PARTS / F	0.00	3,324.52
A101	50822	02/11/26	17216	FIRE UP INSPECTION	4042542005000	322	UNDER BLEACHER SPRI	0.00	5,040.00
TOTAL CHECK								0.00	19,948.52
TOTAL CASH ACCOUNT								0.00	19,948.52
TOTAL FUND								0.00	19,948.52

POWERSCHOOL  
 DATE: 03/09/2026  
 TIME: 11:41:03

SHERIDAN SCHOOL DISTRICT  
 CHECK REGISTER - BY FUND

PAGE NUMBER: 23  
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='8'  
 ACCOUNTING PERIOD: 9/26

FUND - 405 - 2025 BOND PROJECT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	50812	02/11/26	17541	KYLE LAIER	4054190005000	389	JAN '26 PJT MANAGE	0.00	382.50
A101	50828	02/11/26	17616	R&C MANAGEMENT GROU	4054150620902	389	SHS JAN '26	0.00	5,769.00
A101	50828	02/11/26	17616	R&C MANAGEMENT GROU	4054150137903	389	FCS JAN '26	0.00	1,923.00
A101	50828	02/11/26	17616	R&C MANAGEMENT GROU	4054150137904	389	FCS OLD GYM JAN '2	0.00	5,769.00
A101	50828	02/11/26	17616	R&C MANAGEMENT GROU	4054190005000	389	PROGRAM MANAGE JAN	0.00	1,500.00
TOTAL CHECK								0.00	14,961.00
A101	50861	02/25/26	17073	BRIC ARCHITECTURE I	4054150620902	383	WP2 SHS DEC '25	0.00	11,391.39
A101	50861	02/25/26	17073	BRIC ARCHITECTURE I	4054150137904	383	FCS OLD GYM DEC '25	0.00	11,551.40
TOTAL CHECK								0.00	22,942.79
TOTAL CASH ACCOUNT								0.00	38,286.29
TOTAL FUND								0.00	38,286.29
TOTAL REPORT								0.00	1,212,024.07

## Enrollment Averages

2025-2026: 408  
2024-2025: 376  
2023-2024: 300  
2022-2023: 248

## SHAPA Buildings

- Purchased in 2022
- School Office
- Sheridan AllPrep Children's Center
- Community Groups

## Sheridan AllPrep Children's Center (SHACC)

Ages of Children	Staffing	Enrollment Capacity
6 wk to 23 mo	1 Caregivers	8
24 mo to 35 mo	2 Caregivers	10
3 to 5 years	1 Caregiver	20
6 to 10 years	1 Caregiver	15
	1 Director	
	1 Assistant Director	
	1 Floating Teacher	

## Early College

**22% of our eligible high school students participate in Early College at one of our partner community colleges:**

- Portland Community College
- Chemeketa Community College
- Clackamas Community College
- Oregon Institute of Technology
- Southwestern Oregon Community College
- Lane Community College

## Faculty and Staff

26 Full-time and Part-time Teachers  
8 Staff members for SHACC  
4 Teaching Assistants  
1 Early College Coordinator  
1 Technology Specialist  
2 School Counselors  
1 Registrar  
1 Executive Assistant  
1 HR Specialist  
1 Business Manager  
1 Custodian  
3 Administrators  
24 employees hold a Master's Degree or higher



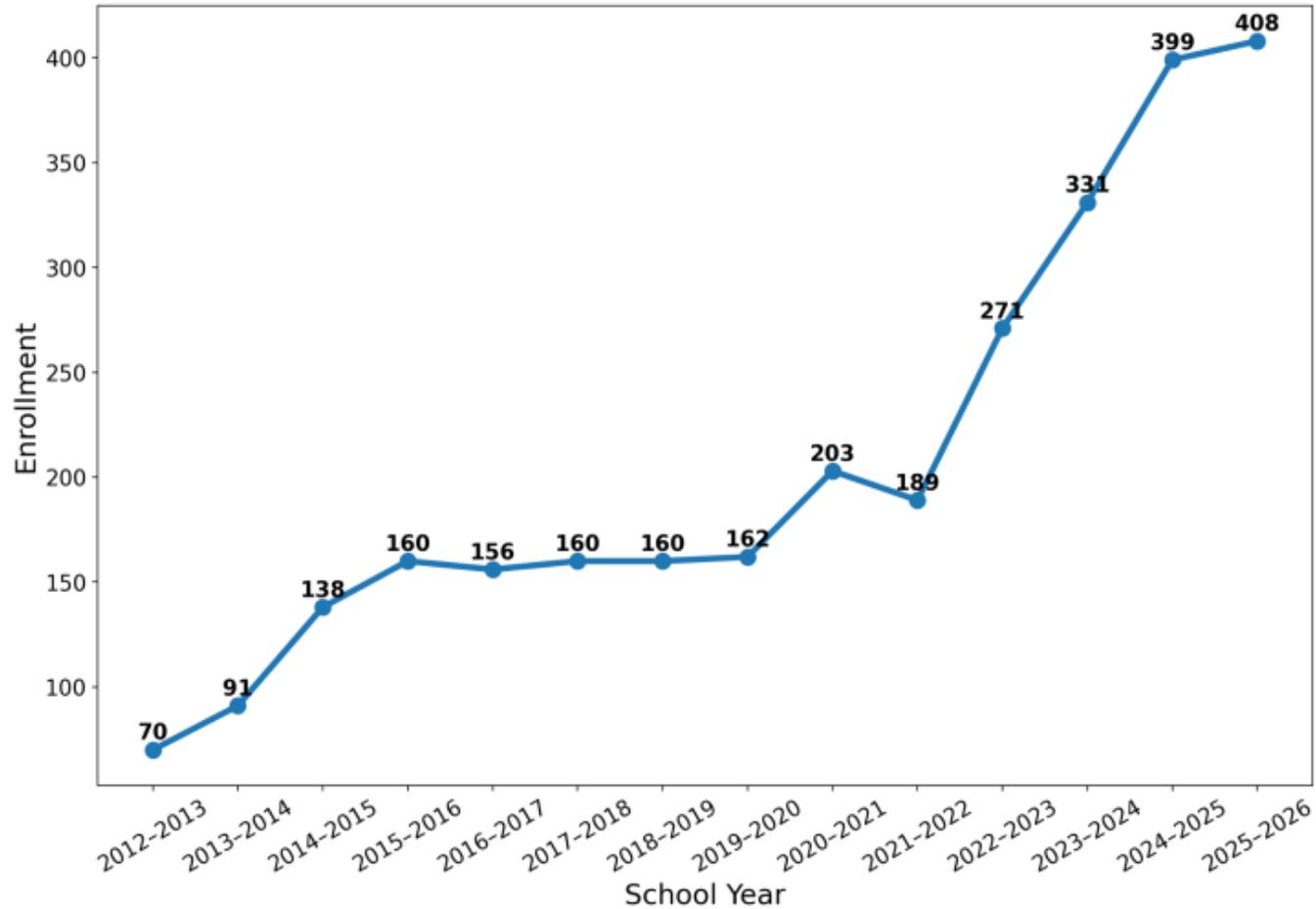
**2026-2027  
Registration  
Opened  
February 1st**

## Career and Technical Education (CTE)

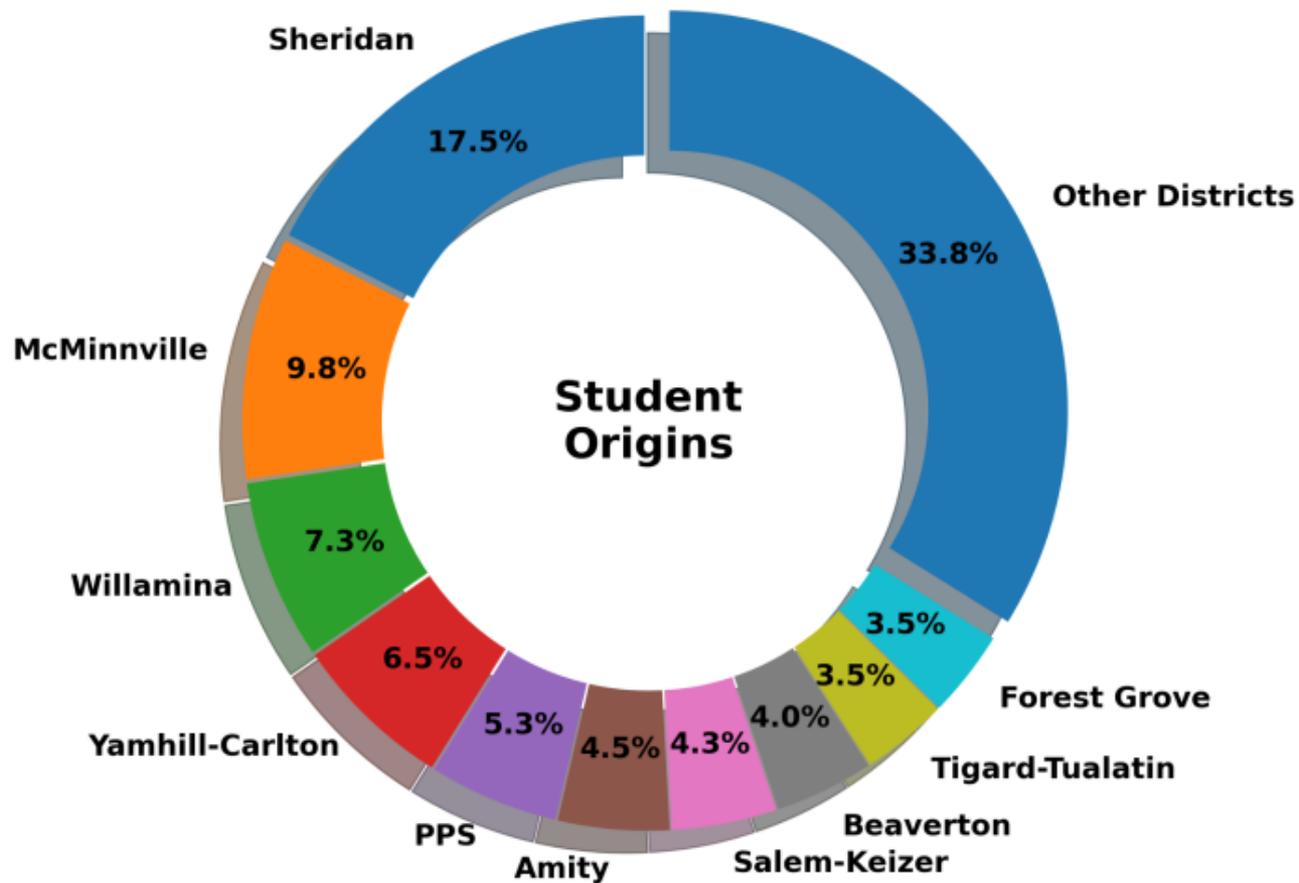
**Three pathways:**

- Education & Training
- Health Sciences
- Business Marketing

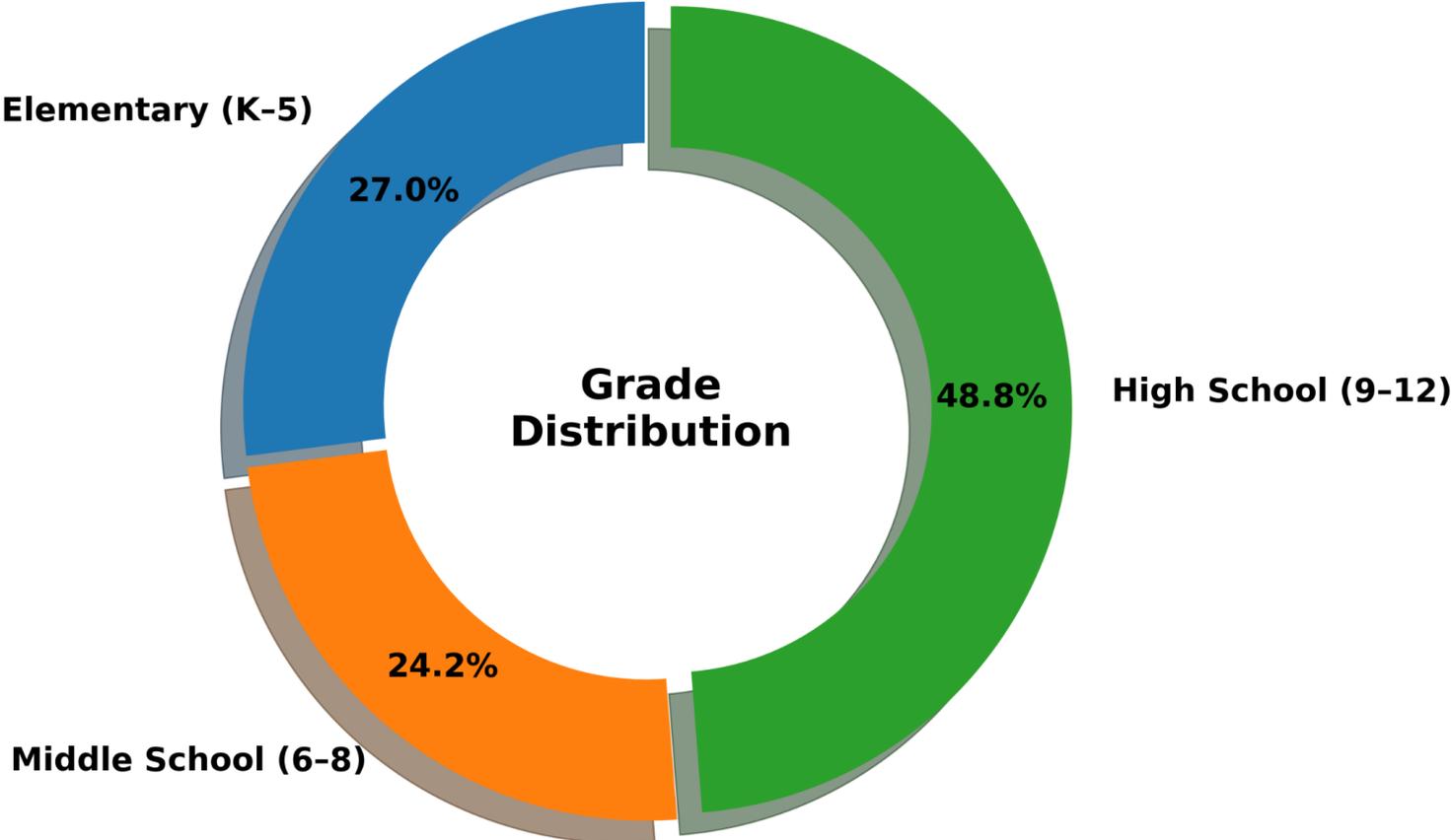
# SHAPA Enrollment Growth Since 2012



# Where SHAPA Students Live (Top Districts)



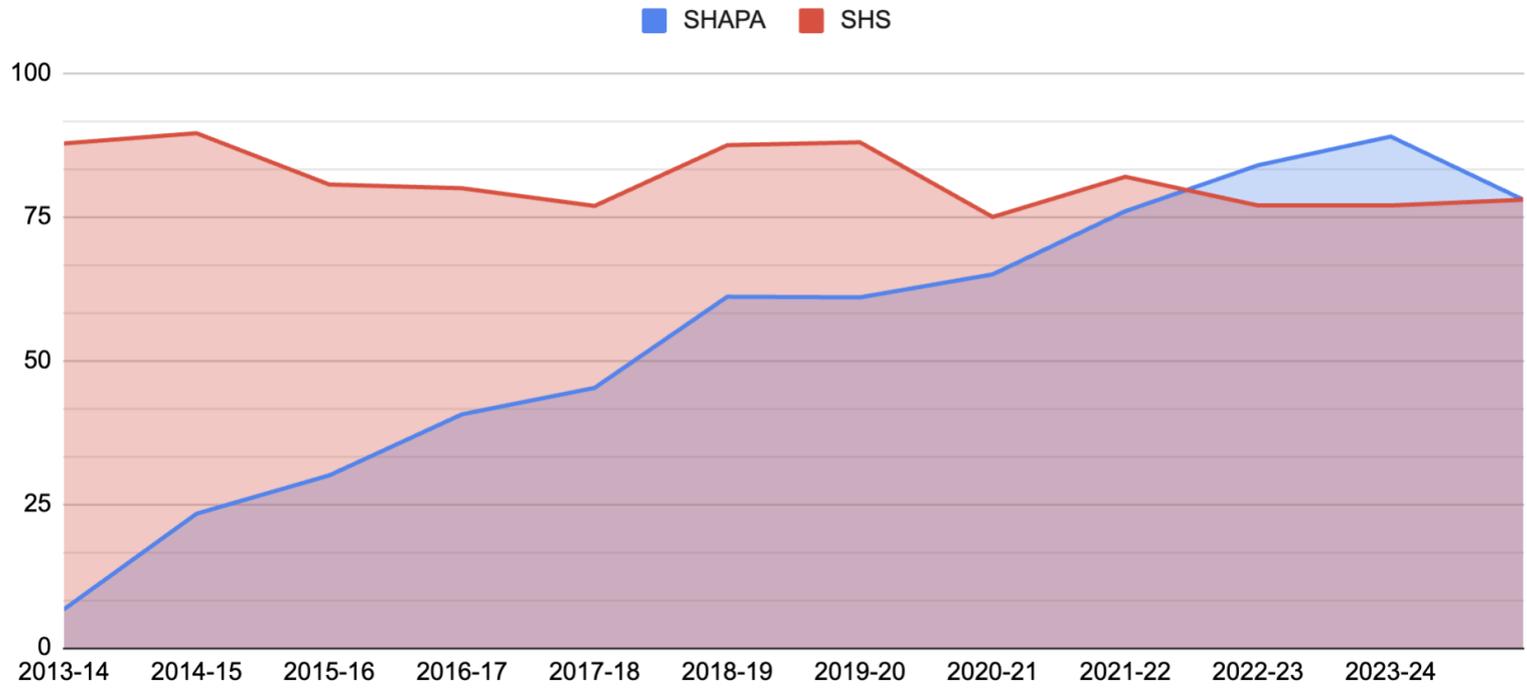
# Student Distribution by Grade Band



### Four-Year Cohort Graduation Rates

Years	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
<b>SHAPA</b>	6.67	23.33	30	40.63	45.24	61.11	61	65	76	84	89	78
<b>SHS</b>	87.8	89.58	80.65	80	76.92	87.5	88	75	82	77	77	78

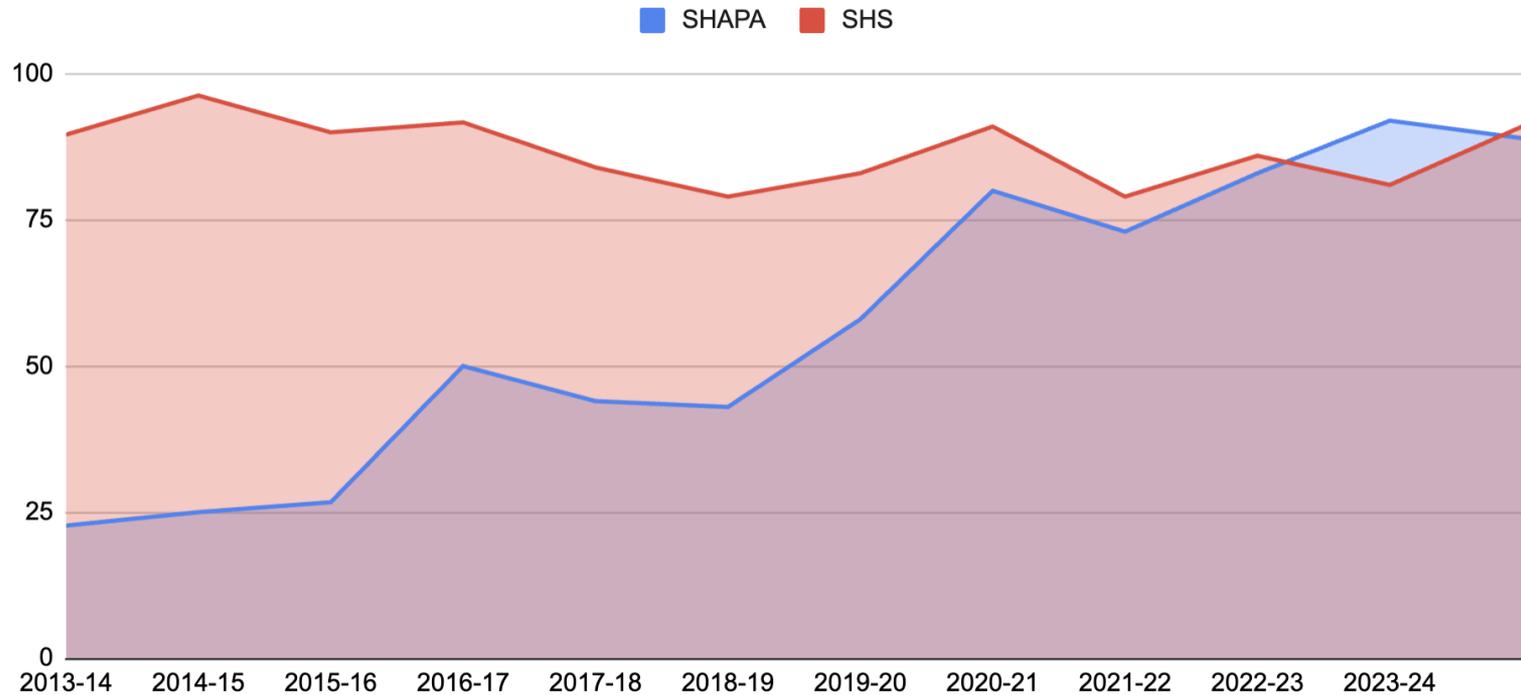
### SHAPA and SHS 4-Year Graduation Rates



### Five-Year Completer Rates

Years	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
<b>SHAPA</b>	22.7	25	26.7	50	44	43	58	80	73	83	92	89
<b>SHS</b>	89.6	96.3	90	91.7	84	79	83	91	79	86	81	91

### SHAPA and SHS 5-Year Completer Rates



# **Thank You**

Sheridan AllPrep Academy is grateful for the continued support of the Sheridan School District Board and administration.

Your partnership allows us to expand opportunities for students, support families, and help more learners achieve their goals.

We look forward to continuing our work together to serve students and families across Oregon.

July 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1: Winter Break
4: Teacher Work Day - No School
8: Friday School Day
18: MLK Day - No School
22: Friday School Day
16 School Days
19 Work Days
20 Paid Days

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20-21: New Staff Training
24-27: Inservice
28: NonContract Day
31: First Day of School
1 School Days
5 Work Days
5 Paid Days

August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

15: Presidents Day - No School
19: Friday School Day
16 School Days
19 Work Days
19 Paid Days

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

4: NonContract Day
7: Labor Day - No School
11: Friday School Day
18 School Days
20 Work Days
21 Paid Days

September 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

22-26: Spring Break
15 School Days
18 Work Days
18 Paid Days

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

9: NonContract Day
17 School Days
21 Work Days
21 Paid Days

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

15-16: Conferences
16 School Days
22 Work Days
22 Paid Days

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

11: Veterans Day-No School
12-13: Conferences
25-27: Thanksgiving Break
13 School Days
17 Work Days
19 Paid Days

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

31: Memorial Day - No School
16 School Days
20 Work Days
21 Paid Days

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

18-31: Winter Break
11 School Days
13 Work Days
13 Paid Days

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

4: Friday School Day
8: Last Day of School - Half Day
9: Grade Day 8.5HR
10: Teacher Work Day 8HR
11: Teacher Work Day 6HR
6 School Days
9 Work Days
9 Paid Days

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

School Starts: 8/31/2026	Paid Days: 188	<table border="0"> <tr> <td>22</td> <td>: Non Contract</td> <td>5</td> <td>: Paid Holiday</td> </tr> <tr> <td>4</td> <td>: Conferences</td> <td>2</td> <td>: Grading Day</td> </tr> <tr> <td>4</td> <td>: Inservice</td> <td></td> <td></td> </tr> <tr> <td>28</td> <td>: Staff work</td> <td></td> <td></td> </tr> </table>	22	: Non Contract	5	: Paid Holiday	4	: Conferences	2	: Grading Day	4	: Inservice			28	: Staff work		
22	: Non Contract		5	: Paid Holiday														
4	: Conferences		2	: Grading Day														
4	: Inservice																	
28	: Staff work																	
Last Day of School: 6/8/2027	Student Contact Days: 145																	
Winter Break: 12/18-1/1	1st Semester Ends: Jan 28																	
Spring Break: 3/22-26	2nd Semester Ends: Jun 8																	
Parent/Teacher Conferences: November 12-13 & April 15-16																		

# Sheridan School District 48J

Code: BBF  
Adopted: 10/21/09  
Readopted: 12/14/11; 2/19/20  
Orig. Code: BBF

## Board Member Standards of Conduct

A Board member should:

1. Comply with the ethic laws for public officials;
2. Understand that the Board sets the standards for the district through Board policy. Board members do not manage the district on a day-to-day basis;
3. Understand that the Board makes decisions by a quorum vote of the Board. Individual Board members may not commit the Board to any action;
4. Respect the right of other Board members to have opinions and ideas which differ;
5. Recognize that decisions made by a quorum vote are the final decisions of the Board. Such decisions should be supported by all Board members;
6. Make decisions only after the facts are presented and discussed;
7. Understand the chain of command and refer problems or complaints to the proper administrative office;
8. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at properly noticed Board meetings;
9. Insist that all Board and district business is ethical and honest;
10. Be open, fair and honest - no hidden agendas;
11. Understand that you will receive information that is confidential and cannot be shared;
12. Recognize that the superintendent is the Board's employee and designated as the chief executive officer of the district;
13. Take action only after hearing the superintendent's recommendations;
14. Refuse to bring personal or family problems into Board considerations;
15. Give district staff the respect and consideration due to skilled, professional employees;
16. Present personal criticism of district operations to the superintendent, when appropriate, not to district staff;
17. Respect the right of the public to attend and observe Board meetings;

18. Respect the right of the public to be informed about district decisions and school operations as allowed by law;
19. Remember that content discussed in executive session is confidential.;
20. Use social media, websites, or other electronic communication judiciously, respectfully, and in a manner that does not violate Oregon’s Public Meetings Laws;
21. When posting online or to social media, Board members will treat and refer to other Board members, staff, students and the public with respect, and will not post confidential information about students, staff, or district business;
22. A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately make a report to the Department of Human Services (DHS), to the designee of the department or to a law enforcement within the county where the board member making the report is located at the time of contact.

END OF POLICY

---

**Legal Reference(s):**

[ORS 162.015 - 162.035](#)  
[ORS 162.405 - 162.425](#)  
[ORS 192.610 - 192.710](#)  
[ORS 244.040](#)

[ORS Chapter 244](#)  
[ORS 332.055](#)  
[ORS 419B.005](#)  
[ORS 419B.010](#)

[ORS 419B.015](#)  
[Senate Bill 415 \(2019\)](#)

**Cross Reference(s):**

BBFA - Board Member Ethics and Conflicts of Interest  
GBI - Staff Gifts and Solicitations

# Sheridan School District 48J

Code: CB  
Adopted: 1/17/01  
Readopted: 12/14/11; 3/15/23  
Orig. Code: CB

## Superintendent

The superintendent<sup>1</sup> is designated as the district’s chief executive officer. Under the Board’s direction, the superintendent exercises general supervision of all district schools, personnel and departments. The superintendent is responsible for managing the schools under the Board’s policies and is accountable to the Board for that management. The Board may not direct the superintendent to take any action that conflicts with a local, state or federal law<sup>2</sup> that applies to school districts<sup>3</sup>.

The superintendent may delegate to other district personnel any powers and duties imposed upon the superintendent by Board policies or by vote of the Board. Delegation of power or duty will not relieve the superintendent of responsibility for action taken under such delegation.

END OF POLICY

---

### Legal Reference(s):

[ORS 332.505](#)  
[ORS 332.515](#)

[OAR 581-022-2405](#)  
[OAR 584-005-0005\(51\)](#)

Senate Bill 1521 (2022)

### Cross Reference(s):

CBG - Evaluation of the Superintendent

---

<sup>1</sup> The term “superintendent” includes an interim superintendent.

<sup>2</sup> “Local, state or federal law” means a local, state or federal directive having the force of law, including an ordinance, a city or county resolution, a statute, a court decision, an administrative rule or regulation, an order issued in compliance with ORS Chapter 183, an executive order or any other directive, declaration or statement that is issued in compliance with the law as having the force of law and that is issued by a local government as defined in ORS 174.116, the state government as defined in ORS 174.111 or the federal government.

# Sheridan School District 48J

Code: EBBA  
Adopted: 4/19/06  
Readopted: 6/20/12  
Orig. Code: EBBA

## First Aid/CPR

In cases of sudden illness or injury to a student or staff member, first aid will be given by school staff. Further medical attention to students is the parents' or guardians' responsibility, or of someone the parents or guardians designate in case of emergency.

Each principal is charged with providing for the immediate care of ill or injured persons within his/her area of responsibility.

In each school, procedures for handling health emergencies will be established and made known to the staff. Each school and school vehicle will be equipped with appropriate first-aid equipment.

All employees are expected to know where first-aid supplies are kept in their work areas. Designated employees in each building shall hold current first-aid/CPR cards, issued by the American Heart Association, American Red Cross or Medic First Aid, national or state high school federation as well as state or federal institutions will be accepted.

In compliance with Oregon Administrative Rules, each school shall have, at a minimum, at least one staff member with a current first aid card for every 60 students enrolled or an emergency response team per building. Such team shall consist of no less than six persons who hold current first-aid/CPR cards, issued by the American Heart Association or American Red Cross and who are trained annually in the district and building emergency plans. Names of the designated employees will be posted.

Staff members shall report self-administered first-aid treatment to an immediate supervisor.

END OF POLICY

---

### Legal Reference(s):

[ORS 30.800](#)  
[ORS 342.126](#)

[ORAR 437-002](#)-0120 to -0139

[OAR 437-002](#)-0161  
[OAR 437-002](#)-0360  
[OAR 437-002](#)-0377  
[OAR 581-022](#)-0705

[OAR 581-022](#)-1420  
[OAR 581-022](#)-1440  
[OAR 581-053](#)-0517(13)(e)

### Cross Reference(s):

EBBAA/GBEBC/JHCCC - Infection Control - HIV, AIDS, HBV  
GB - General Personnel Policies  
GBE - Staff Health and Safety

# Sheridan School District 48J

Code: EBBA  
Adopted:

## Student Health Services\*\*

{Highly recommended policy. The requirement for school districts to develop and implement a health services plan comes from OAR 581-022-2220.}

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. A health services plan shall be developed, implemented, and updated annually. The plan shall describe a health services program for all students at each facility that is owned or leased where students are present for regular programming.

The district shall maintain a written prevention-oriented health services plan for all students. The health services plan will<sup>1</sup>:

1. Explain available health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid;
2. Refer to available communicable disease prevention and management plan that includes school-level protocols<sup>2</sup>;
3. Outline a district-to-school communication plan<sup>3</sup>;
4. Provide information about health screenings, including immunizations and TB certificate requirements;
5. Describe how services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs are managed<sup>4</sup>;
6. Integrate school health services with school health education programs and coordinate with health and social service agencies, public and private;
7. Describe how hearing, vision and dental screenings are managed and/or verified for required students<sup>5</sup>;

---

<sup>1</sup> For exact language and complete requirement, see OAR 581-022-2220(1).

<sup>2</sup> For specific protocol content requirements, see OAR 581-022-2220(1)(b).

<sup>3</sup> For requirements of this plan see OAR 581-022-2220(1)(c).

<sup>4</sup> For more information regarding these requirements see ORS 336.201 and 339.869, OARs 581-021-0037, 581-015-2040, 581-015-2045, 851-045-0040 – 0060, and 851-047-0010 – 0030.

<sup>5</sup> For vision screening or eye examination or dental screening information see ORS 336.211 and 336.213.

8. Include a process to assess and determine a student’s health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more new medical diagnose(s) impacting a student’s access to education, and implement a student’s individual health plan prior to attending school<sup>6</sup>;
9. Comply with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids<sup>7</sup>;
10. Refer to adopted policy and procedures for medications in accordance with Oregon law<sup>8</sup>;
11. Include guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities<sup>9</sup>.
12. Menstrual products are available to all students on both campuses in designated locations near restrooms to ensure easy and discreet access.

Any nurse(s) employed by the district and providing services to students on behalf of the district shall be licensed in Oregon to practice as a registered nurse or nurse practitioner or be a licensed practical nurse (LPN) in alignment with LPN supervision requirements of OAR 851-045-0050 – 0060.

A nurse employed by the district shall follow all applicable requirements of ORS Chapter 678 and OAR Chapter 851. This includes, but is not limited to, delegation in accordance with OAR 851-047, which includes performing a nursing assessment of a student prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.<sup>10</sup>

A nurse employed by the district will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

The district provides a menstrual product dispenser with a variety of products in every student bathroom which meets the requirements of law.

END OF POLICY

**Legal Reference(s):**

[ORS 329.025](#)  
[ORS 332.107](#)

[ORS 336.201](#)  
[ORS 336.204](#)

[ORS 336.211 – 336.214](#)  
[OAR 581-021-0017](#)

<sup>6</sup> For definitions for this policy see ORS 336.201.

<sup>7</sup> OAR 437-002-0360 lists various health and safety regulations that apply in the employment setting.

<sup>8</sup> Medication laws can be found in ORS 339.866 – 339.874 and OAR 581-021-0037; relevant Board policy includes JHCD/JHCDA - Medications.

<sup>9</sup> For guideline requirements see OAR 581-022-2220(1)(k).

<sup>10</sup> For additional delegation requirements see OAR [851-047-0030](#).

[OAR 581-021-0031](#)  
[OAR 581-021-0587](#)

[OAR 581-021-0590](#)  
[OAR 581-022-2050](#)

[OAR 581-022-2220](#)  
[OAR 581-022-2515](#)

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).  
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

# Sheridan School District 48J

Code: EBBA-AR  
Revised/Reviewed: 4/19/06; 6/20/12  
Orig. Code: EBBA-AR

## First Aid/CPR

Designated employees in each building shall hold current first-aid/CPR cards, issued by American Heart Association, American Red Cross, or Medic First Aid.

Designated employees:

1. All paid coaches;
2. Members of the Emergency Response Team;
3. All PE staff;
4. All administrators;
5. Shop teacher;
6. Fifty percent of the secretarial staff;
7. Science teachers;
8. All Outdoor Education staff.

There will be one adult who holds an approved first-aid/CPR card, per every 60 students on school field trips.

The Emergency Response Team will consist of one staff member for every 60 students from each school.

The district will offer an approved first-aid/CPR class a minimum of once per year.

# Sheridan School District 48J

Code: EBC

Adopted:

## Emergency Plan and First Aid\*\*

{Highly recommended policy. This policy informs districts about requirement for an emergency procedures plan (OAR 581-022-2225), and other minimum standards for providing emergency care to students.}

The district will maintain a comprehensive safety program for all employees and students. This program will include a plan for responding to emergency situations. The superintendent will consult with community and county agencies while developing this plan. The district's emergency plan will meet any requirements of the State Board of Education.

Copies of the emergency plan will be available in every school office and other strategic locations throughout the district. Parents or guardians will be informed of the district's plan.

In each district facility, procedures for handling health emergencies will be established and made known to staff. Each district facility and district vehicle will be equipped with appropriate first-aid supplies and equipment. All employees are expected to know where first-aid supplies and equipment are kept in their work areas.

Each school in the district shall have, at a minimum, at least one staff member with a current first-aid/CPR/AED card for every 60 students enrolled and who are trained annually on the district and building emergency plans. Emergency planning will include the presence of at least one staff member with a current first-aid/CPR/AED card for every 60 students for school-sponsored activities where students are present.

The district shall provide instruction to staff and students in the emergency plan and safety program.

END OF POLICY

---

### Legal Reference(s):

[ORS 30.800](#)

[ORS 192.660\(2\)\(k\)](#)

[ORS 332.107](#)

[ORS 433.260](#)

[ORS 433.441](#)

[OAR 437-002-0042](#)

[OAR 437-002-0120 - 0139](#)

[OAR 437-002-0161](#)

[OAR 437-002-0360](#)

[OAR 437-002-0377](#)

[OAR 581-022-2030\(3\)\(c\)](#)

[OAR 581-022-2220](#)

[OAR 581-022-2225](#)

[OAR 581-053-0003\(40\)](#)

[OAR 581-053-0220\(3\)\(e\)\(B\)\(iii\)](#)

[OAR 581-053-0320\(5\)\(b\)](#)

[OAR 581-053-0420\(2\)\(f\)\(B\)](#)

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

# Sheridan School District 48J

Code: EBCB  
Adopted: 2/18/98  
Revised/Readopted: 3/21/12; 12/18/13; 5/20/15; 2/17/16  
Orig. Code: EBCB

## Emergency Procedure Drills and Instruction

Each building administrator will conduct emergency procedure drills in accordance with the provisions of Oregon Revised Statutes (ORS) and the applicable Oregon Fire Code.

All schools are required to instruct and drill students on district emergency procedures so they can respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes, tsunami procedures and safety threats. Instruction on emergency procedures shall be conducted regularly throughout each school month.

The first emergency evacuation drill shall be conducted within 10 days of the beginning of classes.

### Fire Emergencies

Drills and instruction on fire emergencies shall include routes and methods of exiting the school building.

### Earthquake and Tsunami Emergencies

At least two drills on earthquakes shall be conducted each year. Drills and instruction for earthquake emergencies shall include methods of “drop, cover and hold on” during the earthquake. When based on the evaluation of specific engineering and structural issues related to a building, the district may include additional response procedures for earthquake emergencies.

Drills and instruction on tsunami emergencies shall include immediate evacuation after an earthquake, when appropriate, or after a tsunami warning to protect students against inundation by tsunamis.<sup>1</sup>

### Safety Threats

At least two drills on safety threats shall be conducted each year. Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety, and will include explanation of the district’s communication strategy following a safety threat action (see Board policy EBCA – Safety Threats\*\*).

The district may provide additional instruction relating to other disasters such as flooding, drought, excessive snowfall or wildfires.

Local units of government and state agencies associated with emergency procedures training and planning shall review the emergency procedures and assist the district with the instruction and the conducting of drills for students in these emergency procedures.

---

<sup>1</sup> This is required language for districts in a tsunami hazard zone.

## END OF POLICY

---

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

[ORS 192.660\(2\)\(k\)](#)  
[ORS 336.071](#)

[ORS 476.030\(1\)](#)

[OAR 581-022-1420](#)

OREGON STATE FIRE MARSHAL, OREGON FIRE CODE (2014).

### **Cross Reference(s):**

GBE - Staff Health and Safety

# Sheridan School District 48J

Code: GBEB  
Adopted: 3/21/12  
Revised/Readopted: 1/17/18; 12/16/20

## Communicable Diseases in Schools

The district shall provide reasonable protection against the risk of exposure to communicable disease for students and employees while engaged in the performance of their duties. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance for Schools* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA).

A student or employee may not attend school or work, respectively while in a communicable stage of a restrictable disease or when an administrator has reason to suspect the student or employee has or has been exposed to any disease for which exclusion is required in accordance with law. The district may provide an education program in an alternative setting. Services will be provided to students as required by law.

Employees shall comply with all other measures adopted by the district and with all rules adopted by Oregon Health Authority, Public Health Division, and the local health department.

The district shall protect the confidentiality of each student's and employee's health condition and record to the extent possible and consistent with federal and state law. In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator may inform employees with a legitimate educational interest.

The district will include, as part of its general emergency plans, a description of the actions to be taken by district staff in buildings and by the district in response to medical emergencies.

END OF POLICY

---

### Legal Reference(s):

[ORS 332.107](#)  
[ORS 431.150 - 431.157](#)  
[ORS 433.001 - 433.004](#)

[ORS 433.010](#)  
[OAR 333-018](#)  
[OAR 333-019-0010](#)  
[OAR 581-022-2220](#)

[OAR 333-019-0014](#)  
[OAR 333-019-1000](#)  
[OAR 581-022-2225](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance for Schools*  
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2023).  
Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §§ 1320d to -1320d-8 (2018); 45 C.F.R. Parts 160, 164 (2023).

### Cross Reference(s):

EBC/EBCA - Emergency Procedures and Disaster Plans  
JHCC - Communicable Diseases

# Sheridan School District 48J

Code: GBEB-AR  
Revised/Reviewed: 2/01/94; 3/21/12; 12/16/20  
Orig. Code: GBEB/JHCC-AR

## Communicable Diseases in Schools

In accordance with state law, administrative rule, the local health authority and the *Communicable Disease Guidance*, the procedures established below will be followed.

1. “Restrictable diseases” are defined by rule<sup>1</sup> and include but are not limited to COVID-19<sup>2</sup>, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection if, in a child who, the opinion of the local health officer, the person poses an unusually high risk to other children (e.g., exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health.
2. “Susceptible” for a child means lacking documentation of immunization required under OAR 333-050-0050, or if immunization is not required, lacking evidence of immunity to the disease.
3. “Susceptible” for a school employee means lacking evidence of immunity to the disease.
4. “Reportable diseases” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

### Restrictable Diseases

1. A student or employee of the district will not attend school or work, respectively at a district school or facility while in a communicable stage of a restrictable disease, , unless authorized to do so under Oregon law. When an administrator has reason to suspect that a student or employee has a restrictable disease, the administrator shall send themhome.
2. An administrator shall exclude a student or employee if the administrator has reason to suspect they have been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not necessary to protect the public’s health. The administrator may request the local health officer to make a determination as allowed by law. If the disease is reportable, the administrator or designee may report the occurrence to the local health department.
3. A student or employee will be excluded in such instances until such time as the student or employee, respectively presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 -

---

<sup>1</sup> OAR 333-019-0010 lists restrictable diseases

678.390, local health department nurse or school nurse stating that the student or employee does not have or is not a carrier of any restrictable disease. An exclusion for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or committing may be removed by a school nurse or health care provider.

4. More stringent exclusion standards for students or employees from school or work may be adopted by the local health department.

### **Reportable Diseases Notification**

1. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by Oregon Health Authority, Public Health Division and the local health department.
2. An administrator may seek confirmation and assistance from the local health officer to determine the appropriate district response when the administrator is notified that an employee or a student has been exposed to a restrictable disease which is also a reportable disease.
3. District staff with impaired immune responses, that are of childbearing age or some other medically fragile condition, should consult with a medical provider for additional guidance<sup>4</sup>.
4. An administrator shall determine other persons who may be informed of an employee's communicable disease, or that of a student's when a legitimate educational interest exists or for health and safety reasons, in accordance with law.

### **Equipment and Training**

1. The administrator or designee shall, determine what equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The administrator or designee shall consult with the district's school nurse or other appropriate health officials to provide special training in the methods of protection from disease transmission.
3. All district personnel will be instructed annually to use the proper precautions pertaining to blood and body fluid exposure per the Occupational Safety and Health Administration (OSHA).

---

<sup>4</sup> Refer to *Communicable Disease Guidance for Schools* published by the Oregon Health Authority and the Oregon Department of Education.

---

# Sheridan School District 48J

---

**Code: GBHA**

**Adopted:**

## **Appropriate Gifts and Professional Boundaries Between Employees and Students**

The District is committed to maintaining a safe, respectful, and professional learning environment for all students. This policy applies to **all District employees**, including licensed and non-licensed employees, substitutes, coaches, advisors, contractors, and volunteers, and establishes clear expectations regarding gift-giving and interactions with students. The intent is to foster and maintain appropriate and professional boundaries.

### **Professional Expectations**

All employees are expected to understand and respect appropriate adult–student boundaries, to provide a climate conducive to learning that respects the rights and dignity of all persons without discrimination. All employees assume responsibility for activities planned or conducted through the District’s programs and assist colleagues in maintaining these professional standards.

Employees must engage in appropriate interactions with students at all times and remain mindful of behaviors the District considers to be inappropriate or unprofessional. Appropriate interactions foster a safe environment in which students may grow, learn, seek help, and develop social skills. Inappropriate or unprofessional interactions are those that cross professional boundaries, blur the distinction between adult and student roles, or create relationships that resemble peer-to-peer rather than adult-to-student interactions.

### **Prohibited or Discouraged Conduct**

The following actions are considered inappropriate or unprofessional and are prohibited or strongly discouraged by the District, including but not limited to:

- Providing money or personal items directly to students.
- Giving excessive or individualized gifts.
- Maintaining relationships or communications that extend beyond professional duties.

## **Guidelines for Gifts and Support to Students**

### **1. Direct Gifts, Money, Rewards, or Personal Items**

Any gifts, money, or personal items given to an individual as rewards or incentives need to be done with prior approval of the building administrator and must not exceed a value of \$30 per student per year.

### **2. Donations Through Established School Programs**

Employees who wish to support a student(s) by donating items or funds should do so through District approved funds and programs. Approved methods include donations to:

- School clothing closets
- School or District care funds
- Athletic department assistance programs
- District-approved fundraisers
- The school's main office

### **3. Coordination Through Administration or Student Services**

When an employee becomes aware of a student or family in need of assistance, employees should notify:

- The building administrator or counselor
- The athletic director, for athletic or activity-related equipment needs
- The school care-team or student services program coordinator

**END OF POLICY**

# OSBA Model Sample Policy

Code: GBNAA/JHFF

Adopted:

## **Suspected Sexual Conduct with Students and Reporting Requirements \***

{Required policy. ORS 339.372 establishes the requirement for boards to adopt policy on suspected sexual conduct.}

Sexual conduct by district employees, contractors<sup>1</sup>, agents<sup>2</sup>, and volunteers<sup>3</sup> is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers, and students<sup>4</sup> are subject to this policy.

<sup>5</sup>“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within one calendar year prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

---

<sup>1</sup> “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

<sup>2</sup> “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>3</sup> “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>4</sup> Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

<sup>5</sup> This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

Any district employee {<sup>6</sup>}, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the {<sup>7</sup>}designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the {<sup>8</sup>}designated licensed administrator position title who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district’s administrative regulation GBNA/JHFF-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student’s safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student’s safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee,

---

<sup>6</sup> {The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

<sup>7</sup> {ORS 339.372 requires the district to have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

<sup>8</sup> {A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is ~~strongly discouraged~~ prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

---

**Legal Reference(s):**

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

House Bill 4160 (2024).

# Sheridan School District 48J

Code: GCBDA/GDBDA  
Adopted: 1/20/10  
Revised/Readopted: 3/21/12; 4/19/17; 5/17/17;  
5/15/24  
Orig. Code: GCBDA/GDBDA

## Family Medical Leave

When applicable, the district will comply with the provisions of the Family and Medical Leave Act (FMLA)<sup>1</sup>, the Oregon Family Leave Act (OFLA)<sup>2</sup>, the Oregon Military Family Leave Act (OMFLA), Paid Family Medical Leave Insurance (PFMLI) and other applicable provisions of state and federal law, Board policies and collective bargaining agreements regarding family medical leave.

In order for an employee to be eligible for the benefits under FMLA, the employee must have been employed by the district for at least 12 months, have worked at least 1,250 hours during the past 12-month period and worked at a worksite that employs 50 district employees within 75 miles of the worksite.

Generally, in order for an employee to be eligible for the benefits under OFLA, the employee must work an average of 25 hours or more per week during the 180 calendar days immediately prior to the first day of the start of the requested leave. For parental leave purposes, an employee becomes eligible upon completing at least 180 calendar days immediately preceding the date on which the parental leave begins: there is no minimum average number of hours worked per week. Special requirements apply during public health emergencies.

OMFLA applies to employees who work an average of at least 20 hours per week; there is no minimum number of days worked when determining an employee's eligibility for OMFLA.

PMFLI is generally available to district employees who have earned \$1,000 in subject wages or taxable income during the alternate or base years<sup>3</sup>, contributed to the PMFLI fund in the alternate or base years and are otherwise eligible.<sup>4</sup>

Federal and state leave entitlements generally run concurrently.

---

<sup>1</sup> Generally, FMLA applies only to entities with 50 or more employees, however, FMLA applies to all public elementary and secondary educational institutions. See 29 CFR 825.600(b). The rule regarding individual employee eligibility does apply: an employee is only eligible if the employee "is employed at a worksite where 50 or more employees are employed by the employer within 75 miles of that worksite." See 29 CFR 825.110(a)(3). Consequently, FMLA applies to districts with fewer than 50 employees, but individual employees will not be eligible to receive benefits.

<sup>2</sup> OFLA applies to employers with 25 or more employees in Oregon (ORS 659A.153) and OMFLA applies to all public-sector employers in Oregon. (ORS 659A.090(2)) (Oregon BOLI Leave Laws – 2023 Edition)

<sup>3</sup> The wages are not required to have been earned for work in the district.

<sup>4</sup> See OAR 471-070-1010 for additional information.

The superintendent or designee will develop administrative regulations as necessary for the implementation of the provisions of both federal and state law.

END OF POLICY

---

**Legal Reference(s):**

[ORS 332.507](#)  
[ORS 657B.010](#)  
[ORS 659A.090](#)

[ORS 659A.093](#)  
[ORS 659A.096](#)  
[ORS 659A.099](#)

[ORS 659A.150 - 659A.186](#)  
[OAR 839-009-0200 - 0320](#)

Americans with Disabilities Act, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).  
Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654; 5 U.S.C. §§ 6381-6387 (2012); Family and Medical Leave Act, 29 C.F.R. Part 825 (2017).  
Americans with Disabilities Act, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).  
Escriba v. Foster Poultry Farms, Inc. 743 F.3d 1236 (9<sup>th</sup> Cir. 2014).  
Senate Bill 999 (2023).

**Cross Reference(s):**

GCBDD/GDBDD - Sick Time

# OSBA Model Sample Policy

Code: GCBDA/GDBDA  
Adopted:

## Family and Medical Leave \* (Version 1)

{The law does not require districts to have a board-adopted policy, but the district is required to follow the law; having policy and an administrative regulation in place can assist with compliance. This policy is intended for districts with 50 or more employees as counted in accordance with ORS 659A.153. If the district has between 25 and 50 employees, the district should use version 2 of GCBDA/GDBDA – Family Leave \*. If the district does not have 25 employees, the district should not adopt this policy.}

When applicable, the district will comply with the provisions of the Family and Medical Leave Act (FMLA)<sup>{1}</sup>, the Oregon Family Leave Act (OFLA)<sup>{2}</sup>, the Oregon Military Family Leave Act (OMFLA), Paid Family and Medical Leave Insurance (PFMLI) and other applicable provisions of state and federal law, Board policies and collective bargaining agreements regarding family medical leave.

In order for an employee to be eligible for the benefits under FMLA, the employee must have been employed by the district for at least 12 months, have worked at least 1,250 hours during the past 12-month period and works at a worksite that employs 50 or more district employees within 75 miles of the worksite.

Generally, in order for an employee to be eligible for the benefits under OFLA, the employee must work an average of 25 hours or more per week during the 180 calendar days immediately prior to the first day of the start of the requested leave. Special requirements apply during public health emergencies.

OMFLA applies to employees who work an average of at least 20 hours per week; there is no minimum number of days worked when determining an employee's eligibility for OMFLA.

PFMLI is generally available to district employees who have earned \$1,000 in subject wages or taxable income during the alternate or base years<sup>3</sup>, contributed to the PFMLI fund in the alternate or base years and are otherwise eligible.<sup>4</sup> PFMLI can be taken for family leave, medical leave or safe leave.<sup>5</sup>

---

<sup>1</sup> {Generally, FMLA applies only to entities with 50 or more employees, however, FMLA applies to all public elementary and secondary educational institutions. See 29 CFR 825.600(b). The rule regarding individual employee eligibility does apply: an employee is only eligible if the employee “is employed at a worksite where 50 or more employees are employed by the employer within 75 miles of that worksite.” See 29 CFR 825.110(a)(3). Consequently, FMLA applies to districts with fewer than 50 employees, but individual employees will not be eligible to receive benefits.}

<sup>2</sup> {OFLA applies to employers with 25 or more employees in Oregon (ORS 659A.153) and OMFLA applies to all public-sector employers in Oregon. (ORS 659A.090(2)) (Oregon BOLI Leave Laws – 2023 Edition)}

<sup>3</sup> The wages are not required to have been earned for work in the district.

<sup>4</sup> See OAR 471-070-1010 for additional information.

<sup>5</sup> Time to effectuate the legal process for the placement of a child in foster care or a child being adopted qualifies for PFMLI starting January 1, 2025. Until then, leave is available through OFLA. {See SB 1515 (2024) Sections 4, 13, 21 and 25.}

Leave taken under OFLA is in addition to leave taken under PFMLI and cannot be taken concurrently; however, OFLA leave or PFMLI may run concurrently with leave available under ORS 653.601 - 653.661, FMLA, and other types of leave if provided by the district. Any leave taken under PFMLI must be taken concurrently with any leave taken under FMLA when for the same purpose.

The superintendent [or designee] will develop administrative regulations as necessary for the implementation of the provisions of both federal and state law.

END OF POLICY

---

**Legal Reference(s):**

[ORS 332.507](#)

[ORS 657B.010](#)

[ORS 657B.025](#)

[ORS 659A.090](#)

[ORS 659A.093](#)

[ORS 659A.096](#)

[ORS 659A.099](#)

[ORS 659A.150 - 659A.186](#)

[OAR 839-009-0210 - 0460](#)

Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654; 5 U.S.C. §§ 6381-6387 (2018); Family and Medical Leave Act, 29 C.F.R. Part 825 (2023).

Americans with Disabilities Act, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2023); 28 C.F.R. Part 35 (2023).

Escriba v. Foster Poultry Farms, Inc. 743 F.3d 1236 (9<sup>th</sup> Cir. 2014).

Senate Bill 1515 (2024).

# Sheridan School District 48J

Code: GCBDC/GDBDC  
Adopted: 12/19/07  
Revised/Readopted: 3/21/12; 2/19/14; 10/17/18;  
10/16/19  
Orig. Code: GCBDC/GDBDC

## **Domestic Violence, Harassment, Sexual Assault, Bias or Stalking Leave (Safe Leave)**

When applicable, the district will comply with the provisions of a protected leave identified in ORS 659A.272 to address domestic violence, harassment, sexual assault, bias, or stalking.

The district (covered employer<sup>1</sup>) shall allow an (eligible) employee<sup>2</sup> to take reasonable leave for any of the following reasons:

1. To seek legal or law enforcement assistance or remedies to ensure the health and safety of the employee or the employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, bias, or stalking;
2. To seek medical treatment for or to recover from injuries caused by domestic violence, or sexual assault to, harassment or stalking of, or the commission of a bias crime against the eligible employee or the employee's minor child or dependent;
3. To obtain, or to assist a minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, bias or stalking;
4. To obtain services from a victim services provider for the eligible employee or the eligible employee's minor child or dependent; or
5. To relocate<sup>3</sup> or take steps to secure an existing home to ensure health and safety of the eligible employee or the employee's minor child or dependent.

The district may limit the amount of leave; if the eligible employee's leave creates an undue hardship on the district.

---

<sup>1</sup> "Covered employer" may mean an employer who employs six or more individuals in the State of Oregon for each working day during each of 20 or more calendar workweeks in the year in which an eligible employee takes leave to address domestic violence, harassment, sexual assault, bias or stalking, or in the year immediately preceding the year in which an eligible employee takes leave to address domestic violence, harassment, sexual assault, bias or stalking.

<sup>2</sup> "Eligible employee" means an employee who is a victim of domestic violence, harassment, sexual assault, bias or stalking or is the parent or guardian of a minor child or dependent who is a victim of domestic violence, harassment, sexual assault, bias or stalking.

<sup>3</sup> "Relocate" is described in OAR 839-009-0345 (5)

The district shall not deny leave to an eligible employee or discharge, threaten to discharge, demote, suspend or in any manner discriminate or retaliate against an employee with regard to promotion, compensation or other terms, conditions or privileges of employment.

The eligible employee shall give the district reasonable advanced notice of the employee's intention to take leave unless giving advance notice is not feasible.

The district may require the eligible employee to provide certification that:

1. The employee or employee's minor child or dependent is a victim of domestic violence, harassment, sexual assault, bias or stalking; and
2. The leave is taken for one of the identified purposes in this policy.

The eligible employee shall provide a certification within a reasonable time after receiving the district's request for the certification.

Sufficient certification to support a request for such leave includes:

1. A copy of a police report indicating the eligible employee or child or the employee's minor dependent was a victim of domestic violence, harassment, sexual assault, bias or stalking;
2. A copy of a protective order or other evidence from a court, administrative agency, or attorney that the eligible employee appeared in or is preparing for a civil, criminal or administrative proceeding related to domestic violence, harassment, sexual assault, bias or stalking; or
3. Documentation from an attorney, law enforcement officer, health care professional, licensed mental professional or counselor, member of the clergy, employee of the Department of Justice division providing victim and survivor services or victim services provider that the eligible employee, or the employee's minor child or dependent was undergoing treatment or was undergoing treatment or counseling, obtaining services or relocating as a result of domestic violence, harassment, sexual assault, bias or stalking.

All records and information kept by the district regarding the employees leave under ORS 659A.270-659A.285, including the fact the employee has requested or obtained such leave are confidential and may not be released without the express permission of the employee unless otherwise required by law. This information will be kept in a file separate from the employee's personnel file.

The employee may use any paid leave, including sick leave, vacation leave or another paid leave offered by the district. The district may chose the order in which paid accrued leave is to be used when more than one type of paid leave is available, consistent with Board policies, any applicable collective bargaining agreement or other agreement.

## **Definitions**

1. "Protective order" means an order authorized by ORS 30.866, 107.095 (1)(c), (107.700 to 107.735, 124.005 to 124.040, 163.730 to 163.750 or 163.760 to 163.777 or any other order that restrains an

individual from contact with an eligible employee or the employee's minor child or dependent.

2. "Victim of bias" means an individual who has been a victim of a bias crime and defined in ORS 147.380; or any other individual designated as a victim of bias by rule adopted under ORS 659A.805
3. "Victim of domestic violence" means an individual who has been a victim of abuse, as defined in ORS107.705; or any other individual designated as a victim of domestic violence by rule adopted under ORS 659A.805.
4. "Victim of harassment" means an individual against whom harassment has been committed as described in ORS 166.065; or any other individual designated as a victim of harassment by rule adopted under ORS 659A.805.
5. "Victim of sexual assault" means an individual against whom a sexual offense has been committed as described in ORS 163.305 to 163.467, 1637.472 or 163.525; or any other individual designated as a victim of sexual assault by rule adopted under ORS 659A.805.
6. "Victim of stalking" means an individual against whom stalking has been committed as described in ORS 163.732; an individual designated as a victim of stalking by rule adopted under ORS 659A.805; or an individual who has obtained a court's stalking protective order or a temporary court's stalking protective order under ORS 30.866
7. "Victim services provider" means a prosecutor-based victim assistance program or a nonprofit program offering safety planning, counseling, support or advocacy related to domestic violence, harassment, sexual assault, bias or stalking.

END OF POLICY

---

**Legal Reference(s):**

[ORS 192.355](#) (38)

[ORS 659A.270](#) to-659A.290

**ORS 839-009-0325-0365**

# Sheridan School District 48J

Code: GCBDC/GDBDC-AR  
Revised/Reviewed: 11/15/17; 10/17/18

## Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave

PLEASE PRINT

When the need for leave may be anticipated, a written request for leave under Oregon Revised Statute (ORS) 659A.270-659A.285 shall be made at least 30 days prior to the date the requested leave is to begin unless giving advance notice is not feasible. When it is not feasible, oral or written notice as soon as practical is allowed.

Name of Employee \_\_\_\_\_ Effective Date of the Leave \_\_\_\_\_

Department \_\_\_\_\_ Title \_\_\_\_\_

Status:  Full-time  Part-time  Temporary Hire Date \_\_\_\_\_

The requested leave is for:

- Myself
- A minor child or dependent for which I am a parent or guardian

The leave is for:

- To seek legal or law enforcement assistance or remedies to ensure the health and safety of the eligible employee or the eligible employee's minor child or dependent, including preparing for an participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, bias or stalking
- To seek medical treatment for or to recover from injuries caused by domestic violence, or sexual assault to harassment, or stalking of or the commission of a bias crime against the eligible employee or the eligible employee's minor child or dependent.
- To obtain, or to assist the eligible employee's minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, bias or stalking.
- To obtain services from a victim services provider for the eligible employee or the eligible employee's minor child or dependent.
- To relocate<sup>1</sup> or take step to secure an existing home to ensure the health and safety of the eligible employee or the eligible employee's minor child or dependent.

The following has been provided to certify the need for requested leave:

- A copy of a report from law enforcement indicating ,myself or my minor child or dependent isa victim of domestic violence, harassment, sexual assault, bias or stalking.
- A copy of a protective order or other evidence from a court, administrative agency or attorney that I or my minor child or dependent appeared in or is preparing for a civil or criminal administrative proceeding related to domestic violence, harassment, sexual assault, bias or stalking

---

<sup>1</sup> "Relocate" is described in OAR 839-009-0345 (5).

- Documentation from an attorney, law enforcement officer, health care professional, licensed mental health professional or counselor, member of the clergy, employee of the Department of Justice division providing victim and survivor services or victim services provider that I or my minor child or dependent is receiving services.

I understand I may use accrued paid leave, including sick leave, vacation leave or any other paid leave that is offered by the district in the order specified by the district.

If my request for a leave is approved, I understand that without an authorized extension when the need for an extension could be anticipated, I must report to duty on the first workday following the date my leave is scheduled to end I understand if I am unable to return to work following the period of authorized leave I will notify the district as soon as practical and provide any required information which will allow the district to determine my eligibility for an extension of leave.

I authorize the district to deduct from my paychecks or seek to recover any amounts paid for insurance coverage by the district on my behalf which remain unpaid after my leave, consistent with state law.

Signature of Employee: \_\_\_\_\_

Date: \_\_\_\_\_

# Sheridan School District 48J

Code: GCBDE/GDBDE  
Adopted: 1/17/07  
Readopted: 3/21/12  
Orig. Code: GCBDE/GDBDE

## Military Leave of Absence

The district will grant military leave of absence to an employees on duty<sup>1</sup> with a uniformed service<sup>2</sup> in accordance with applicable state and federal law. An employee requesting military leave is required to provide written notice as soon as practicable following notification of military call up or reservist duty, unless precluded by military necessity.

An employee may apply for military leave<sup>3</sup> of absence from duties for up to 21 work days in any one training year<sup>4</sup> or in accordance with ORS 408.290. An employee may use any accrued vacation or similar leave during the period of service exceeding 21 days. Military leave shall be in addition to any other leave the employee is entitled.

While on military leave, the employee will receive the same benefits as other employees on leave, as well as the following:

1. The employee may continue enrollment in the district's health insurance plan. During the first 18 months of leave, the employee may be required to pay any employee contributions required of other employees on a leave of absence. If the leave extends beyond 18 months, the employee will be required to pay not more than 102 percent of the full premium;
2. Upon return from military service, the district will give retroactive employer contributions to the Public Employees Retirement System on the same basis as if the employee had not left, provided the employee was an enrolled member at the time of the leave. The employee may repay any required employee contributions over a period of three times the military service leave period or five years, whichever is less.

An employee on duty with a uniformed service is entitled to reemployment for a maximum of five years, unless retained on active duty because of war or national emergency. An individual returning from military leave shall notify the district of their intent to return to the district as follows:

---

<sup>1</sup> "Duty" means the performance of duty on a voluntary or involuntary basis in a uniformed service and includes active duty or , inactive duty training, state active duty, U.S. National Guard duty, U.S. Armed Forces duty and absence to determine fitness for duty.

<sup>2</sup> "Uniformed service" means being a member of the U.S. National Guard, National Guard Reserve or of any reserve component of the U.S. Armed Forces, or of the commissioned corps of the U.S. Public Health Service and any other category of persons designated by the President in time of war or national emergency.

<sup>3</sup> The employee may use military leave without loss of time, pay or regular leave if the employee has been employed by the district for six months or more.

<sup>4</sup> "Training year" mean the federal fiscal year for any particular unit of the National Guard or a reserve component.

An employee who is a veteran or reservist returning from training must only inform the district of their training obligations and report back at the next regularly scheduled working period.

An employee returning from active duty must notify the district of their intention to return to their former job within 90 days after the employee is relieved from duty, or from hospitalization continuing after discharge for a period of not more than one year.

An individual reemployed under this policy is entitled to the seniority and other currently existing rights and benefits the individual had when service started, plus the additional seniority and similar rights and benefits that would have been accrued if employment had been continuous.

This policy does not apply if the employee has been separated from service with a dishonorable or bad conduct discharge or under other than honorable conditions.

END OF POLICY

---

**Legal Reference(s):**

[ORS 332.505](#)

[ORS 408.290](#)

Consolidated Omnibus Budget Reconciliation Act of 1985, 42 U.S.C. §§ 300bb-1 - 300bb-8 (2006).

I.R.C. § 4980B(f)(4) (2006).

Employment and Reemployment Rights of Members of the Uniformed Services, 38 U.S.C. §§ 4301-4334 (2006).

# Sheridan School District 48J

Code: GCBDG/GDBDG AR-1

Adopted:

## Employee Attendance and Leave Administration Procedure

### General Procedures for Requesting Leave

1. Staff members unable to report to work for any reason must notify the current absence management system as soon as possible to ensure that appropriate substitute arrangements may be made. Substitutes are assigned on a daily basis unless a longer duration is specified.
2. Substitute coverage for absences during work hours due to illness or emergency will be arranged as needed upon notification to the building principal.
3. Paid and unpaid leaves are provided in accordance with negotiated agreements, established Board policy and law.
4. Oregon Sick Leave transfer ORS 332.507. The transfer of sick leave from another Oregon district shall not be effective until the teacher has completed 30 working days in the district. Transferred sick leave is only available after other District accrued leave has been exhausted.

### Federal Family and Medical Leave Act (FMLA)/Oregon Family Leave Act (OFLA)

#### 1. Statutory Family Leave

- a. Appropriate Statutory Leave types under the Family Medical Leave Act (FMLA), Oregon Family Leave Act (OFLA), and Paid Family Medical Leave (PFML) will be granted to eligible employees and administered in accordance with current state and federal laws and regulations. Unless approved for PFML, employees are required to use any available accrued leave prior to going into an unpaid FMLA/OFLA status. The district will pay for the employee's insurance premium to the extent required by FMLA/OFLA/PFML.
- b. The OFLA/PFML leave year is calculated using the forward measurement year method commencing on the date leave is first taken in a leave year beginning on the Sunday immediately preceding the date on which leave commences. Each approved leave year lasts 52 consecutive weeks. FMLA leave year is calculated using the same forward measurement method, except the start date is the date on which leave commences. Although PFML is not run concurrently with OFLA, PFML will run

concurrently with FMLA; OFLA will run concurrently with FMLA when taking leave for a non-PFMLI eligible reason.

- c. Contact the Human Resources Department for additional information regarding length of leave entitlements under state and federal law.

## **2. Paid Family Leave**

- a. Applications for Paid Family Medical Leave Insurance (PFMLI) may be submitted to the American Fidelity Assurance Company. PFMLI applications must be submitted by the employee or an employee's representative; these applications are not submitted by the employer.
- b. Employees must notify the Human Resources and their supervisor at least 30 days in advance of any anticipated FMLA/OFLA/PFMLI eligible leave. If applying for PFMLI, applications not received by American Fidelity within 30 days of the date in which leave commences may be denied. Additionally, claimants that do not file their application within 30 days may also see a reduction in PFMLI benefits otherwise owed in the form of a late filing penalty.
- c. In emergency situations, you must notify your supervisor within 24 hours; written notice must be submitted to Human Resources within three days of starting your emergency family leave period.

### **Procedures for Requesting Leave Without Pay (LWOP):**

1. LWOP must be requested in writing utilizing Leave Without Pay (LWOP) Request Form.
  - a. The request must be submitted to the employee's administrator/supervisor at least five working days prior to the absence.
  - b. In the case of an unexpected or emergency absence, the employee shall notify the administrator/supervisor as soon as practicable, preferably within twenty-four (24) hours of the start of the absence. Upon return to work, the employee must submit the LWOP Request Form to the administrator/supervisor within three (3) working days.
  - c. This timeline **does not apply** to leave protected by law (OFLA, FMLA, PLO, ADA).
  - d. The employee will receive a written response within five working days of receiving a complete request.
  - e. Requests will be forwarded to the Human Resources Office for appropriate notifications, processing, and retention.

2. Requests for LWOP less than five days in a school year, will be considered and decided by the building administrator/supervisor.
3. LWOP approval after five days in a school year, consecutive or cumulative, must include Superintendent approval.
4. If a request is denied, the written response will include a brief explanation.
5. The district will use the designated complaint process in administrative regulation KL-AR - Public Complaints Procedure to address any alleged violations of this policy.

### **Approval Criteria:**

- The District will evaluate unpaid leave based on whether all accrued leave has been exhausted, operational and staffing needs, employee attendance history and patterns of leave use, and whether the leave is legally protected.
- Approval is not guaranteed and may be denied after evaluation.

### **Documentation and Certification:**

1. The District reserves the right to require medical verification or other appropriate documentation for absences.
2. If a pattern of potential abuse is identified, the District may require verification from a health care provider of the employee's need to use sick time, regardless of whether the employee has used sick leave for more than three consecutive days.
3. All documents provided for certification will be kept confidential in accordance with state and federal law.

### **Monitoring and Investigation**

- Supervisors and Human Resources are responsible for monitoring attendance patterns and identifying potential leave abuse.
- If a pattern of potential abuse is identified or a reasonable suspicion of abuse exists, the District will initiate an investigation.

### **Consequences of Abuse/AWOL**

- Substantiated abuse of leave or AWOL will result in disciplinary action, up to and including termination of employment.
- When determining the appropriate level of discipline, the District may consider:

- the number and frequency of absences,
  - whether absences are legally protected or medically documented,
  - the employee's prior attendance history, and
  - disruption to the instructional program or district operations.
- Disciplinary action will be applied consistently and in accordance with applicable collective bargaining agreements and for the certified staff requirements of the Teacher Standards and Practices Commission (TSPC).

**Responsibility:**

- Employees are responsible for understanding and following this policy, as well as their applicable CBA and relevant state and federal laws. Employees are expected to manage their absences using accrued and contractually available leave (e.g., sick, personal, vacation).
- Supervisors are responsible for ensuring employees are aware of the policy and for approving leave in accordance with policy and law.
- The Human Resources Department is responsible for administering the policy and providing guidance to employees and supervisors.

# Sheridan School District 48J

Code: GCBDG/GDBDG

Adopted:

## Employee Attendance and Leave Administration

The School Board is committed to providing a safe, positive, and productive working environment, which includes fair and consistent administration of employee leave benefits. The District recognizes that regular attendance is essential for effective operations and student success. Employees are entitled to all forms of leave provided by federal and state law, Board policy, and collective bargaining agreements. Employees are expected to manage their absences using accrued and contractually available leave (e.g., sick, personal, vacation). The abuse of any form of leave is strictly prohibited and shall subject an employee to disciplinary action, up to and including dismissal.

### Definitions

**Authorized Leave:** Leave taken for reasons specified under federal and state law (e.g., FMLA, OFLA, Paid Leave Oregon) or established District policies/collective bargaining agreements.

**Absence Without Leave (AWOL):** Any absence that is not approved, not protected by law, and not covered by available paid leave. AWOL is subject to disciplinary action.

**Leave Abuse:** A single incident or a pattern of absences in which an employee misrepresents the reason for leave, uses leave for purposes other than those authorized by law or policy, or fails to comply with established leave reporting or approval procedures.

Examples of leave abuse include, but are not limited to: misuse of sick leave; unscheduled sick leave taken on or adjacent to weekends, holidays, vacation days, or paydays; absence without authorization (AWOL); failure to follow reporting requirements; or submission of falsified or misleading documentation.

Leave abuse may result in corrective action, up to and including progressive discipline, in accordance with applicable policies and procedures.

**Leave without pay (LWOP):** A period of unpaid absence granted by the District. The District may grant LWOP, not to exceed one year, when in the District's judgment such leave would not seriously hamper the District operation. A written request for such leave will be reviewed by the District with a written reply submitted to the staff member.

## **Leave Requests and Notification**

- Employees must submit requests in advance whenever possible, following the district's established procedure.
- In case of unexpected absences or emergency situations (e.g., sudden illness), employees must notify their supervisor or the designated absence reporting system as soon as practicable, preferably within 24 hours of the start of the absence.
- **Protected leave taken under federal or state law (e.g., FMLA, OFLA, PLO, ADA) or applicable District policies/collective bargaining agreements is governed by separate procedures and statutory notice requirements. Employees must follow the District's protected leave processes and all applicable legal requirements when requesting such leave.**

## **Leave Without Pay (LWOP)**

- After all available leave has been exhausted, an employee must request Leave Without Pay (LWOP) in writing using the LWOP Request Form. The request must be submitted to the employee's administrator/supervisor at least five (5) working days prior to the absence.
- In the case of an unexpected or emergency absence, the employee shall notify the administrator/supervisor as soon as practicable, preferably within twenty-four (24) hours of the start of the absence. Upon return to work, the employee must submit the LWOP Request Form to the administrator/supervisor within three (3) working days.
- LWOP approval after five days in a school year, consecutive or cumulative, must include Superintendent approval.
- Human Resources will provide a written response within five working days of receiving a complete request. If a request is denied, the written response will include a brief explanation.
- The district will use the designated complaint process in administrative regulation KL-AR - Public Complaints Procedure to address any alleged violations of this policy.

## **Employee Protections**

The District will not retaliate against any employee for requesting or using authorized leave in good faith. The initiation of a report in good faith regarding suspected leave abuse will not adversely affect the terms or conditions of employment for the reporting person.

**END OF POLICY**

GCBDA/GDBDA – Family Medical Leave  
GCBDD/GDBDD – Sick Time

ORS 332.107 – Authority of district boards regarding employment of staff.  
ORS 342.850 – Evaluation/discipline of teachers.  
ORS 652.140–652.160 – Wage-payment requirements.  
ORS 653.601–653.661 – Oregon Sick Time Law.  
ORS 657B.010–657B.130 – Paid Leave Oregon.  
ORS 659A.150–659A.186 – Oregon Family Leave Act (OFLA).  
ORS 659A.270–659A.290 – Crime Victim Leave.  
ORS 659A.306–659A.409 – Disability accommodations and discrimination.  
ORS 659A.043 & 659A.046 – Military family leave.  
ORS 659A.183 & 659A.885 – Anti-retaliation; enforcement.  
OAR 839-007 – Oregon Sick Time rules.  
OAR 839-009-0200 to 0390 – OFLA rules.  
OAR 839-009-0280 – Use of accrued paid leave during OFLA.  
OAR 839-009-0250 – Medical documentation requirements.  
OAR 839-009-0320 – Interference and retaliation prohibitions.  
TSPC OAR 584-020-0040 – Ethical standards for licensed staff.  
Family and Medical Leave Act (FMLA), 29 U.S.C. §§ 2601–2654.  
Americans with Disabilities Act (ADA), 42 U.S.C. § 12101 et seq. - Fair Labor Standards Act (FLSA), 29 U.S.C. § 201 et seq.

# OSBA Model Sample Policy

Code: JHFF/GBNAA

Adopted:

## **Suspected Sexual Conduct with Students and Reporting Requirements \***

{Required policy. ORS 339.372 establishes the requirement for boards to adopt policy on suspected sexual conduct.}

Sexual conduct by district employees, contractors<sup>1</sup>, agents<sup>2</sup>, and volunteers<sup>3</sup> is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers, and students<sup>4</sup> are subject to this policy.

<sup>5</sup>“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within one calendar year prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

---

<sup>1</sup> “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

<sup>2</sup> “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>3</sup> “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>4</sup> Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

<sup>5</sup> This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

Any district employee {<sup>6</sup>}, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the {<sup>7</sup>}designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the insert {<sup>8</sup>}designated licensed administrator position title who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district’s administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student’s safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student’s safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee,

---

<sup>6</sup> {The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

<sup>7</sup> {ORS 339.372 requires the district have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

<sup>8</sup> {A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is ~~strongly discouraged~~ prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

---

**Legal Reference(s):**

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

House Bill 4160 (2024).

# FAULCONER-CHAPMAN SCHOOL

## REQUEST FOR FIELD TRIP AND/OR EXCURSION

### FIELD TRIP INFORMATION

<b>Destination Name:</b> <i>Longview Community College</i>	<b>Trip Departure Date:</b> <i>4 / 17 / 26</i> <input checked="" type="checkbox"/> CHECK IF SAME DATE <b>Trip Return Date:</b> <i> / /</i>
<b>Destination Address:</b> <i>1600 Maple St, Longview, WA 99632</i>	<b>Destination Phone Number:</b> <i>(360) 442 - 2322</i>

### ARRIVAL & DEPARTURE

<b>Time Student should arrive at FCS:</b> <i>8:00</i> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<b>Departure Time From Destination:</b> <i>3:15</i> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM
<b>Time Group/Bus Departs from FCS:</b> <i>8:30</i> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<b>Return Trip (Student/Bus) Arrival to FCS:</b> <i>~5:45</i> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM

### TRIP/EXCURSION PARTICIPANTS

<b>Number of Students:</b> <i>23</i>	<b>Number of Staff:</b> <i>2</i>	<b>Number Non-Staff Chaperones:</b> <i>0</i>
<b>Total Number of Trip Participants:</b>		<i>25</i>

### TRANSPORTATION ARRANGEMENTS

<b>Mode of Transportation:</b>	<input checked="" type="checkbox"/> Bus <input type="checkbox"/> Mini Bus <input type="checkbox"/> School Van <input type="checkbox"/> Private Vehicle <input type="checkbox"/> Walking
--------------------------------	---

**District Teacher Responsible for Trip:** *Derek Evers*

(Please print name)

<i>Derek Evers</i>	<i>(503) 560-8734</i>	<i>3/5/26</i>
Signature of District Staff Responsible for Trip	Cell Phone Number	Date
<i>Adam Delatte</i>	<i>AD</i>	<i>3/11/26</i>
Principal/Designee Print	Signature	Date

### PREPARATIONS TO BE COMPLETED

<b>This form was communicated to the Bus Barn on</b> _____/_____/_____	<b>Initial</b> _____
<b>Cafeteria notified of how many lunches needed</b> _____/_____/_____	<b>Initial</b> _____
<b>Health Room notified of students attending</b> _____/_____/_____	<b>Initial</b> _____