



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS

REGULAR SESSION AGENDA

LOCATION: YCSD BOARDROOM, 120 N LARCH PL, YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/89756606894>

Thursday, July 13, 2023

Regular Session: 6:00pm

AGENDA

- I. Call to Order Regular Session
- II. Flag Salute
- III. Individuals, Delegations, Recognitions, and Communications
 - A. Oath of Office
 - 1. Susan FitzGerald
 - 2. Erin Galyean

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at ziglert@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

- IV. Review of Agenda (Action Item)
- V. Regular Session – Consent Agenda (Action Item)
 - A. Approval of Board of Directors minutes
 - 1. Budget Hearing & Regular Session Minutes: 6/13/2023
 - 2. Work Session Minutes: 6/20/2023
 - B. Personnel
 - C. Enrollment
 - D. Donations
 - E. Surplus
- VI. Announcements and Reports
 - A. Superintendent's Report – Clint Raever – Verbal Report
 - B. District Facilities Report – Clint Raever – Verbal Report
 - C. Financials & List of Bills for June 2023 – Tami Zigler (Action Item)

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6980 at least 24 hours prior to the meeting.

VII. New Business

- A. Nominate and Approve Board Chair and Vice Chair (Action Item)
- B. 2023-2024 Designations and Authorizations (Action Item)
- C. 9-12 ELA Curriculum Adoption (Action Item)
- D. 2023-2024 School Fees (Action Item)
- E. Policies – First Reading
 - 1. Student Transportation Services EEA (Revision)
 - 2. Video Cameras on Transportation Vehicles EEACCA (New)
 - 3. Video Cameras on Transportation Vehicles EEACCA-AR (New)
 - 4. Drug and Alcohol Testing and Record Query – Transportation Personnel GBEDA (New)
 - 5. Substance/Drug Abuse JFCI-AR (New)

VIII. Board of Directors Comments

IX. Adjournment

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LOCATION: YCSD BOARDROOM, 120 N LARCH PL, YAMHILL OR 97148

Or via ZOOM <https://us06web.zoom.us/j/89756606894>

Tuesday, June 13, 2023

Regular Session: 6:00pm

MINUTES

Board Members Present: Susan FitzGerald, Jami Egland, Ken Watson, Erin Galyean, JaJetta Dumdi

DO/Administration Staff: Superintendent Clint Raever, Business Manager Tami Zigler, YCHS Principal Scott Henderson, YCHS Vice Principal/AD Brad Post, YCIS Principal Matt Wiles, YCIS Vice Principal Chad Tollefson, YCES Principal Amanda Dallas, Facilities Manager Ian Barr and District Office Secretary Julie Warner

Also Present: M. Bishop, J. Howard, H. Nordstrom, L. Christensen

I. Call to Order Budget Hearing

S. FitzGerald called the meeting to order at 6:00pm.

II. Flag Salute

III. Public Hearing on 2023-2024 Approved Budget

A. Budget Report – Tami Zigler

T. Zigler reported that the proposed budget on May 8th in the amount of \$22,299,088 was approved and that no changes were made from the proposed budget.

B. Public Comment on the 2023-24 Approved Budget

No Public Comment on the 2023-24 Approved Budget

C. Discussion

No Discussion

D. Adopt the 2023-2024 Budget, Make Appropriations, Levy Property Taxes (Action Item)

E. Gaylean read Resolution 2023-06 and made a motion to adopt the 2023-2024 Budget, Make Appropriations, Imposing the Tax and Categorizing the Tax. K. Watson seconded. All in favor. Motion carried.

E. Conclusion of Public Hearing

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IV. Call to Order Regular Session

V. Individuals, Delegations, Recognitions, and Communications

A. YCHS – Scott Henderson & Brad Post

Scott was very thankful for his staff and all the hard work they have put in for graduation and events for the end of the year. Graduation was a great success. Spring sports did well with end of season games. Rocketry had a great year and received two 2nd place awards as well as a 1st place award for their trip to Alabama.

B. YCHS – Student body

No Student Spotlight

C. YCIS – Matt Wiles & Chad Tollefson

8th grade promotion went very well. Lots of compliments. End of the year field trips went well. Matt went with the 8th grade to Oaks Park and Chad went with the 7th graders to Neskowin. Field day events went very well and kids had a great time. They did a 3rd grade “Fly up” that was successful and will plan a night for incoming 4th grade parents to come and have a night to see the building.

D. YCES – Amanda Dallas

Amanda discussed placements for her staff for the upcoming school year. Mrs. Patt will be moving to kindergarten, Johnson/Anderson to 2nd and her 3rd grade team will be Birman, Echauri and Kreiger.

Thank you to YCES PTO for their work on the butterfly project as well as the hardwork they put in along with Cruz & Hepp.

There will be 17 staff members doing K-5 summer school at YCES for the 2 weeks in June.

There has been a large improvement in Dibels scores at the elementary school.

Amanda thanked the Board and Admin for all their help and support for the last 2 years.

Public Comment –

L. Christensen spoke as a parent of current 9th & 11th graders at YCHS. She is speaking in support of the book Internment. She thinks the book as well as the video is appropriate for High School students. She does not feel the teacher is trying to push an agenda and hopes if the book goes up for reconsideration in the future that it is left as part of the curriculum.

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at ziglert@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

VI. Review of Agenda (Action Item)

The agenda was changed by removing the reconsideration committee as an action item. E. Galyean motioned to approve the agenda as amended. J. Egland seconded. All in favor. Motion carried.

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VII. Regular Session – Consent Agenda (Action Item)

- A. Approval of Board of Directors minutes
 - 1. Budget Meeting Minutes: 5/8/2023
 - 2. Regular session Minutes: 5/11/2023
- B. Personnel
- C. Enrollment
- D. Donations
- E. Surplus

K. Watson made a motion to approve the Regular Session Consent Agenda as presented. E. Galyean second. J. Egland asked about the Chromebook Surplus, which was reported that they were obsolete and not available for required updates to be pushed out. All in favor. Motion carried.

VIII. Announcements and Reports

- A. Superintendent's Report – Clint Raever
 - C. Raever thanked YCHS staff for a wonderful High School Graduation Ceremony, as well as to YCIS staff for a great 8th grade promotion as well. Families were very pleased with ceremonies. He is proud of the MTSS work that has been done this year. It has been a great school year.*
- B. District Facilities Report – Ian Barr
 - Ian has a lot of projects going on over the summer. YCES roofing and seal coating being done this summer. YCIS gates being completed this summer. Working on quotes for sprinklers and YCHS flooring. YCIS gym bleachers have been approved and will talk with YCTC as they have offered to help with cost.*
- C. Financials & List of Bills for May 2023 – Tami Zigler (Action Item)
 - E. Gaylean made a motion to approve the Financials & List of Bills for May 2023 as presented. J. Egland seconded. All in favor. Motion carried.*

IX. New Business

- A. Resolution 2023-07 to Increase Appropriations (Action Item)
 - E. Galyean made a motion to approve resolution 2023-07 as presented. J. Dumdi seconded. All in favor. Motion carried.*
- B. 2023-2024 Board Meeting Calendar
 - The 2023-2024 Board Meeting Calendar was presented to the Board for review. No changes were needed.*
- C. 9-12 ELA Adoption Committee Approval

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S. Henderson presented the recommended list of ELA Adoption Committee for approval. J. Eglund made a motion to approve, K. Watson seconded. All in favor. Motion carried.

D. 9-12 ELA Curriculum

S. Henderson presented that the committee has reviewed and selected My Perspectives from SAVAAS as the recommended ELA Adoption. He thanked the team for their hard work. This will be at the District Office for review for the next month. C. Raever reviewed the process for novel selections.

E. K-8 Math Curriculum Adoption (Action Item)

C. Raever noted that the K-8 math curriculum has been on display at the District Office for the last 5 weeks. E. Galyean had reviewed the curriculum and was pleased with the curriculum. E. Galyean made a motion to adopt the K-8 math curriculum as presented. J. Eglund seconded. All in favor. Motion carried.

F. Adopt Updated Policies (Action Item)

Local Wellness Plan (EFA)

K. Watson made a motion to adopt Policy EFA as presented. E. Galyean seconded. All in favor. Motion carried.

G. Stadium Update

Stadium Discussion – Clint wants feedback from the board. Clint shared the engineering report and the rot. The cost for rot repair is about \$300k for an unknown amount of time. Clint's recommendation is to develop a plan for removal of the stadium and bring in temporary seating. It will be a significant amount of money for replacing. Clint will come up with some different options and plans. We can get quotes on the bleachers, but getting the full picture will be to get formal plans and bids. Nothing has gone publicly. Clint has a statement to send to the public. Board comments were to make sure that we get something out to the public. J. Dumdi's question was how long before it will be built. Jami asked Tami to look for grants. Start to campaign for help from the community. Quote was about \$40,000 for bleachers that we could use on-going. A committee will be looked at for a replacement proposal. It was built in 1963 with reclaimed wood. Send Clint any questions or concerns. Clint will be moving forward with the demolition. He will send the board the communications to the community. Clint will send a link to provide feedback in written form.

H. Reconsideration Committee

Applications were emailed to the Board and they will make final decisions at the work session.

I. YCHS / YCIS Schedule Change Presentation.

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S. Henderson and C. Tollefson presented the new J & M term concept that they are planning on implementing at YCHS and YCIS for the 2023-2024 school year. There were trips to Scappoose to look at their model. It has been highly successful for them. Highlights included credit recovery and skill sets during the J/M terms. YCIS will determine proficiency at the conferences. Final logistics are still being worked out. It will only be 6-8 at YCIS. YCHS prep time would be during zero period and YCIS will do a split prep time. This will not affect PLC time on Wednesday. Staff in both schools are excited about this concept.

J. 2023-2024 School Calendar Revision (Action Item)

K. Watson made a motion to approve the calendar as presented to accommodate the YCHS/YCIS schedule change. J. Egland seconded. All in favor. Motion carried.

K. Strategic Plan Draft

C. Raevers reviewed the 2023-2028 strategic plan priorities with resources and key indicators and reviewed the District goals.

X. Board of Directors Comments

- A. Work Session, June 20th at 5:30pm
- B. End of Year Staff Barbeque, June 15th at 12:30pm
- C. Discuss Board Retreat dates at work session
- D. Summer Board Conference – Salem, August 11 – 13, 2023

XI. Adjournment

S. FitzGerald adjourned the meeting at 8:18pm.

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Or VIA ZOOM <https://zoom.us/j/91341315065?pwd=WEVMZmhoSmkxdE8zcGFqZ3BsQnh5UT09>
Password: sW66uH

Tuesday, June 20, 2023

Work Session: 5:30pm

MINUTES

Board Members Present: Susan FitzGerald, Jami Egland, Ken Watson, Erin Galyean, Jaletta Dumdi

DO/Administration Staff: Superintendent Clint Raever, District Office Secretary Julie Warner

I. Call to Order Work Session

S. FitzGerald called the work session to order at 5:30pm.

II. Flag Salute

III. Board Retreat Dates

The board has agreed the board retreat will take place August 19th @ 12:00pm

Location to be determined. The retreat will be to discuss District goals, Superintendent goals, and a Board assessment.

IV. Appoint Reconsideration Committee (Action Item)

Discussed the survey results of the applications turned in and the five reconsideration committee members were chosen. E. Galyean made a motion to appoint Kevin Brewer, Hans Nordstrom, Krystal Larson, Kim Walton and Candy Fetch, with Danielle Thompson as an alternate. J. Dumdi seconded. All in favor. Motion carried.

V. Superintendent Contract (Action Item)

K. Watson made a motion to approve the 2023-2026 Superintendent Contract as presented, E. Galyean seconded. All in favor. Motion carried.

VI. 2023-2024 School Calendar (Action Item)

Due to the leap year, the school calendar had to be changed for the last day of school. K. Watson made a motion to approve the 2023-224 school calendar as amended. J. Dumdi seconded. All in favor. Motion carried.

VII. Adjournment

S. FitzGerald adjourned the work session at 5:44pm.

Yamhill Carlton School District

Human Resources

Board Report

July 13, 2023



New Hires

Mary Brown, Admin Assistant/Board Secretary
Lucy Bellville, Assistant Soccer Coach
Samuel DuPuis, YCIS PE Teacher
McKenzie Francis, YCIS Math Teacher
Janessa Morita, Kitchen Helper
Danielle Vironen, 5th Grade Teacher
Janet Herring-Sherman, YCHS ASPIRE Coordinator

Resign/Retire/Term Employees

Scott Henderson, HS Principal

Current Employees: Position Changes

Currently Open Positions

Temp Custodial / Maintenance / Grounds (Summer Time - 8 weeks)
District Wide - District Technology Coordinator
YCHS Principal
YCHS LRC IA
YCHS Behavior IA II
YCIS .5 PE Teacher
YCIS 5th Grade Teacher Positions
YCIS 4th Grade Teacher
YCIS Gen Ed IA
YCIS Behavior IA II
YCES Title I IA
YCES Behavior / Life Skills IA II
Custodial/Maintenance/Grounds

Yamhill Carlton School District Enrollment Report

June

2023

District Enrollment for 2022-23 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YCES	301	297	299	299	297	297	298	304	306	307
YCIS	332	329	330	325	322	328	322	321	325	324
YCHS	293	290	288	284	290	285	286	285	284	278
Alliance	192	194	191	190	189	193	192	192	191	187
Total	1,118	1,110	1,108	1,098	1,098	1,103	1,098	1,102	1,106	1,096

YCES Enrollment for 2022-23 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	73	71	72	72	70	71	72	72	72	72
1st Grade	66	65	65	65	66	65	66	67	68	68
2nd Grade	73	72	71	71	71	71	71	72	73	73
3rd Grade	89	89	91	91	90	90	89	93	93	94
22/23 Total	301	297	299	299	297	297	298	304	306	307
21/22 Total	265	269	271	264	273	274	270	268	268	266
20/21 Total	231	229	230	228	225	221	225	223	223	223
19/20 Total	362	365	366	361	363	361	358	364	367	366
18/19 Total	336	337	337	337	332	332	330	332	332	331

YCIS Enrollment for 2022-23 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
4th Grade	57	57	55	55	54	55	55	55	56	56
5th Grade	66	66	65	64	64	66	65	67	67	67
6th Grade	75	75	78	76	75	77	75	74	75	75
7th Grade	70	70	70	68	69	70	68	66	67	66
8th Grade	64	61	62	62	60	60	59	59	60	60
22/23 Total	332	329	330	325	322	328	322	321	325	324
21/22 Total	343	342	347	349	351	348	343	347	349	345
20/21 Total	291	287	276	276	272	273	282	291	282	282
19/20 Total	308	312	311	313	307	303	303	307	307	307
18/19 Total	325	310	312	310	310	305	304	305	304	303

YCHS Enrollment for 2022-23 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
9th Grade	74	75	76	75	77	77	78	79	79	79
10th Grade	77	75	74	74	77	77	77	75	74	72
11th Grade	73	71	70	67	69	65	68	67	67	63
12th Grade	69	69	68	68	67	66	63	64	64	64
Transition	-	-	-	-	-	-	-	-	-	-
22/23 Total	293	290	288	284	290	285	286	285	284	278
21/22 Total	284	283	285	285	278	281	281	278	276	277
20/21 Total	290	290	292	290	290	290	291	291	276	291
19/20 Total	299	300	298	295	295	290	286	287	284	284
18/19 Total	277	277	279	281	278	281	279	274	275	261

Alliance Academy Enrollment 2022-23

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	16	16	16	16	18	18	18	18	18	18
1st Grade	27	27	27	27	27	28	27	26	25	25
2nd Grade	25	25	25	25	25	26	26	26	26	25
3rd Grade	21	21	21	21	21	21	21	21	21	20
4th Grade	25	26	24	23	23	22	22	23	23	23
5th Grade	23	23	23	23	23	24	23	23	23	23
6th Grade	21	21	21	21	20	19	21	21	20	20
7th Grade	12	13	13	13	13	13	14	14	14	14
8th Grade	8	8	8	8	9	9	10	10	10	10
9th Grade	4	3	3	3	2	2	1	1	2	2
10th Grade	5	5	5	4	3	4	3	3	3	2
11th Grade	5	6	5	6	5	7	6	6	6	5
12th Grade	-	-	-	-	-	-	-	-	-	-
22/23 Total	192	194	191	190	189	193	192	192	191	187
21/22 Total	137	134	135	134	127	125	129	130	129	128
20/21 Total	255	258	266	269	267	254	250	234	247	247
19/20 Total	91	91	91	92	89	90	88	88	88	88
18/19 Total	88	89	94	94	99	105	106	106	103	103



YC HIGH SCHOOL DONATIONS

June 2023

R. Buxton	'72 scholarship	\$100.00
L. Davison	FFA	\$50.00
C. Bush	'72 scholarship	\$50.00
D. Barber	'72 scholarship	\$50.00
Textile Graphics	Football	\$500.00

July 2023 Surplus

ITEM	QTY	LOCATION
Piano	1	YCES

Mission

The Yamhill-Carlton School District champions the growth of its students. Our students recognize their individual strengths and talents, overcome their challenges, grow past proficiency, and succeed in their aspirations so each may contribute positively to a local and global society.



To: Board of Directors – Yamhill Carlton School District
Clint Raever, Superintendent

From: Tami Zigler, Business Manager

Date: July 13, 2023

Re: District Financial Report

SUMMARY for Fiscal Year 2022-2023

Please note that as we receive or posted back to July and August outstanding invoices, these numbers will change and be reported at future board meetings.

This General Fund summary excludes Beginning Fund Balance (5400-5499).

For the current period, total revenue was \$1,008,437 more than planned and total expenditures were \$937,091 less than planned. The combined result is a \$1,945,528 favorable surplus condition for the current year period.

REVENUES

TAXES: Taxes are \$30,299 under plan. This unfavorable condition represents -0.7% of the year-to-date plan amount of \$4,050,000. This amount is considered tolerable, and was primarily driven by a decrease in 1111 CURRENT YEAR TAXES. For the current year period, Taxes increased 6.5% over the prior year period compared to an average increase of 5.3% over the preceding 4 years.

TUITION, FEES, OTHER: Tuition, Fees, Other is \$85,725 under plan. This unfavorable condition represents -27.2% of the year-to-date plan amount of \$314,725. This variance amount is considered material, and was primarily driven by decreases in 1980 FEES CHARGED TO GRANTS, and 1990 MISCELLANEOUS. This decrease was partially offset by an increase in 1740 STUDENT FEES (LOCKER, TOWEL, EQUIPMENT). For the current year period, Tuition, Fees, Other decreased 30.7% over the prior year period compared to an average increase of 25.8% over the preceding 4 years.

EARNINGS ON INVESTMENTS: Earnings on Investments are \$134,523 over plan. This favorable condition represents 538.1% of the year-to-date plan amount of \$25,000. This amount is considered material, and was primarily driven by an increase in 1510 INTEREST ON INVESTMENTS. For the current year period, Earnings on Investments increased 2162.4% over the prior year period compared to an average decrease of 39.4% over the preceding 4 years.

INTERMEDIATE REVENUE: Intermediate Revenue is \$89,828 under plan. This unfavorable condition represents -24.0% of the year-to-date plan amount of \$375,000. The current year variance amount is considered material, and was primarily driven by a decrease in 2102 EDUCATION SERVICE DISTRICT APPORTIONMENT. For the current year period, Intermediate Revenue increased 71.1% over the prior year period compared to an average decrease of 4.9% over the preceding 4 years.

STATE UNRESTRICTED AID AND SSF: State Unrestricted Aid and SSF is \$1,079,766 over plan. This favorable condition represents 15.0% of the year-to-date plan amount of \$7,194,799. The current year variance amount is considered material, and was primarily driven by an increase in 3101 STATE SCHOOL FUND - GENERAL SUPPORT. For the current year period, State Unrestricted Aid and SSF increased 15.5% over the prior year period compared to an average increase of 2.1% over the preceding 4 years.

EXPENDITURES

SALARIES: Salaries are \$55,092 under plan. This favorable condition represents -0.9% of the year-to-date plan amount of \$6,021,356. The current year variance amount is considered tolerable, and was primarily driven by decreases in 0130 ADDITIONAL SALARY, and 0111 LICENSED SALARIES. This decrease was partially offset by an increase in 0113 ADMINISTRATORS. For the current year period, Salaries increased 15.7% over the prior year period compared to an average increase of 1.5% over the preceding 4 years.

ASSOCIATED PAYROLL COSTS: Associated Payroll Costs are \$245,462 under plan. This favorable condition represents -7.4% of the year-to-date plan amount of \$3,335,674. This amount is considered tolerable, and was primarily driven by a decrease in 0241 EMPLOYEES INSURANCE. For the current year period, Associated Payroll Costs increased 11.1% over the prior year period compared to an average increase of 3.3% over the preceding 4 years.

PURCHASED SERVICES: Purchased Services are \$376,274 under plan. This favorable condition represents -15.4% of the year-to-date plan amount of \$2,444,433. This variance amount is considered material, and was primarily driven by decreases in 0310 INSTR, PROF & TECH SRVS, 0331 REIMBURSABLE STUDENT TRANSPORTATION, and 0326 FUEL. For the current year period, Purchased Services increased 1.6% over the prior year period compared to an average increase of 1.8% over the preceding 4 years.

SUPPLIES: Supplies are \$204,294 under plan. This favorable condition represents -33.6% of the year-to-date plan amount of \$607,234. The current year variance amount is considered material, and was primarily driven by decreases in 0420 TEXTBOOKS, 0460 NON-CONSUMABLE ITEMS, and 0410 CONSUMABLE SUPPLIES & MATERIALS. For the current year period, Supplies increased 39.4% over the prior year period compared to an average decrease of 2.0% over the preceding 4 years.

CAPITAL OUTLAY: Capital Outlay is \$40,680 under plan. This favorable condition represents -31.2% of the year-to-date plan amount of \$130,400. The current year variance amount is considered material, and was primarily driven by a decrease in 0550 TECHNOLOGY. For the current year period, Capital Outlay decreased 14.3% over the prior year period compared to an average increase of 444.6% over the preceding 4 years. The largest Capital Outlay group - 0541 INITIAL & ADDITIONAL EQUIPMENT PURCHASE, representing 84.7% of total Capital Outlay, increased by 503.2%.

OTHER OBJECTS: Other Objects are \$4,711 over plan. This unfavorable condition represents 2.0% of the year-to-date plan amount of \$240,750. This amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Other Objects increased 0.2% over the prior year period compared to an average decrease of 0.8% over the preceding 4 years. The largest Other Objects groups - 0653 PROPERTY INSURANCE PREMIUMS, and 0651 LIABILITY INSURANCE, representing 87.3% of total Other Objects, increased by 4.6%.

TRANSFERS: Transfers are \$20,000 under plan. This favorable condition represents -6.4% of the year-to-date plan amount of \$313,617. This variance amount is considered tolerable, and was primarily driven by decreases in 0791 TRANSFER TO BUILDING FUND, and 0790 OTHER TRANSFERS. For the current year period, Transfers decreased 42.9% over the prior year period compared to an average increase of 4.4% over the preceding 4 years.

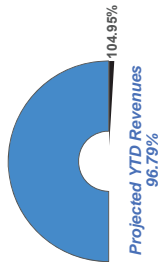
OTHER USES OF FUNDS: Other Uses of Funds are on plan. This amount is considered trivial and meets expectations based on budget appropriations.

Information provided by Frontline Analytics powered by Forecast5.

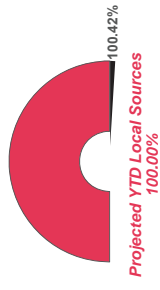
100 GENERAL FUND Revenue Dashboard Summary

For the Period Ending June 30, 2023

Actual YTD Revenues



Actual YTD Local Sources



Actual YTD State Sources

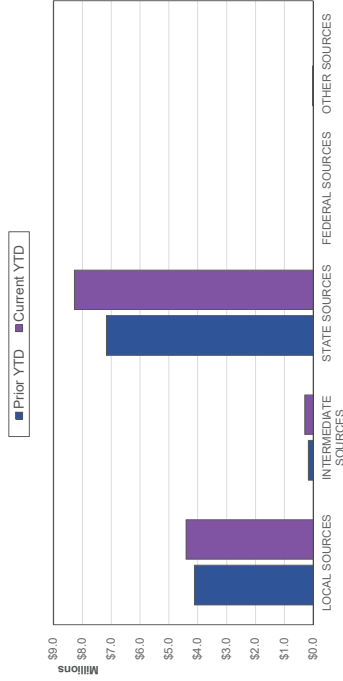


General Fund Revenues

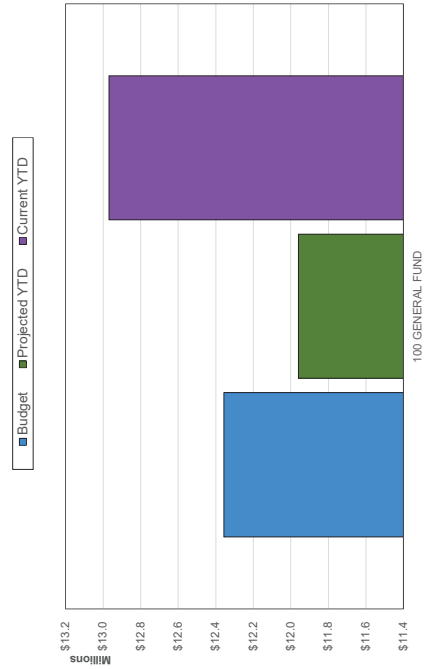
Top 10 GENERAL FUND Sources of Revenue (Year-to-Date)

State School Fund	\$8,274,565
Ad Valorem Taxes Levied By District	\$4,009,173
Resources - Beginning Fund Balance	\$2,229,182
Unrestricted Revenue	\$284,781
Interest On Investments	\$159,523
Regular Day School Tuition	\$150,630
Miscellaneous	\$50,539
Fees	\$23,575
Penalties And Interest On Taxes	\$10,529
Rentals	\$3,110
Percent of Total Revenues Year-to-Date	99.99%

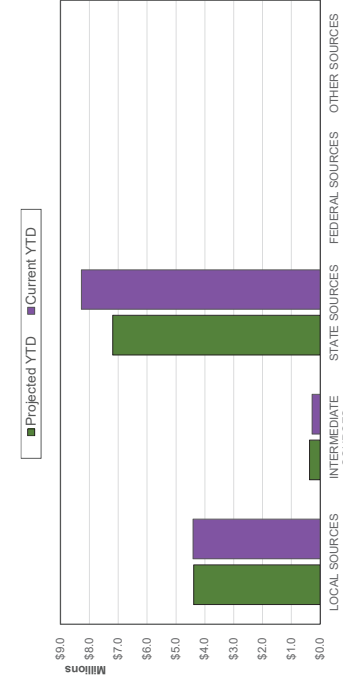
GENERAL FUND Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



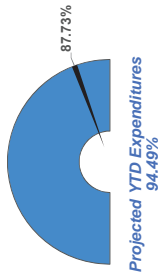
GENERAL FUND Revenue by Source | Projected YTD vs. Current YTD



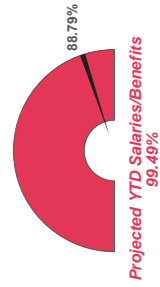
100 GENERAL FUND Expense Dashboard Summary

For the Period Ending June 30, 2023

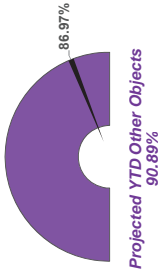
Actual YTD Expenditures



Actual YTD Salaries/Benefits



Actual YTD Other Objects

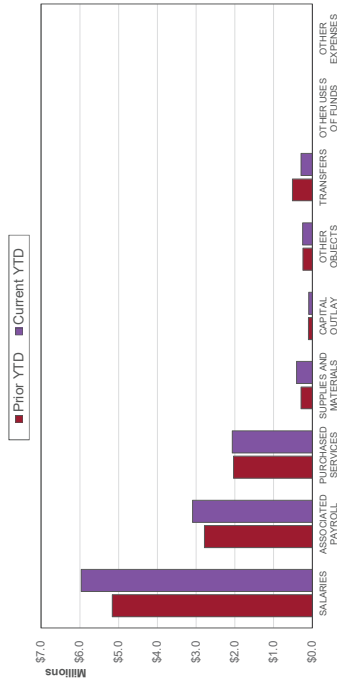


General Fund Expenditures

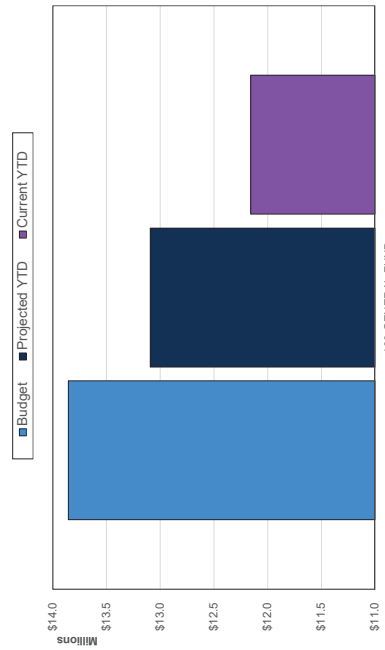
Top 10 GENERAL FUND Expenditures by Program (Year-to-Date)

Licensed Salaries	\$3,197,541
Classified Salaries	\$1,266,398
Employees Insurance	\$1,169,658
Pers Ual Contribution	\$1,072,581
Administrators	\$743,691
Reimbursable Student Transportation	\$696,536
Instr, Prof & Tech Shvs	\$461,720
Fical/Medicare	\$446,975
P E R S Pick-Up	\$334,546
Managerial-Classified- Conf	\$253,367
Percent of Total Expenditures Year-to-Date	79.32%

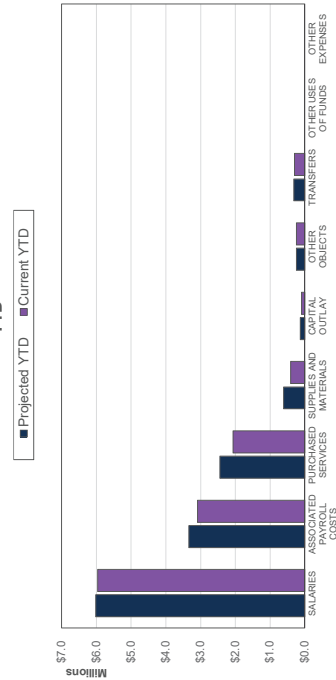
GENERAL FUND Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



GENERAL FUND Expenditures by Object | Projected YTD vs. Current YTD



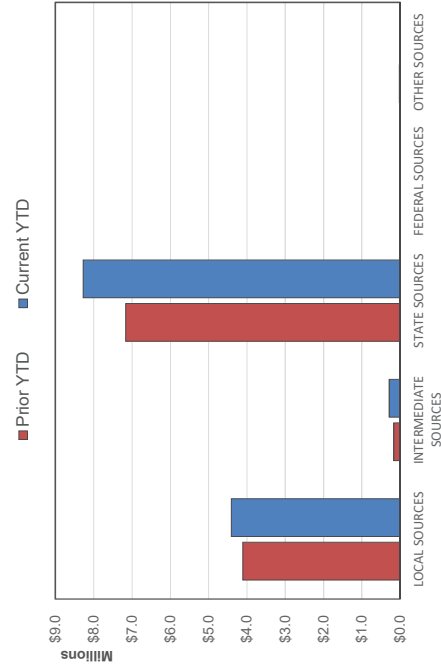
100 GENERAL FUND | Financial Summary by Object

For the Period Ending June 30, 2023

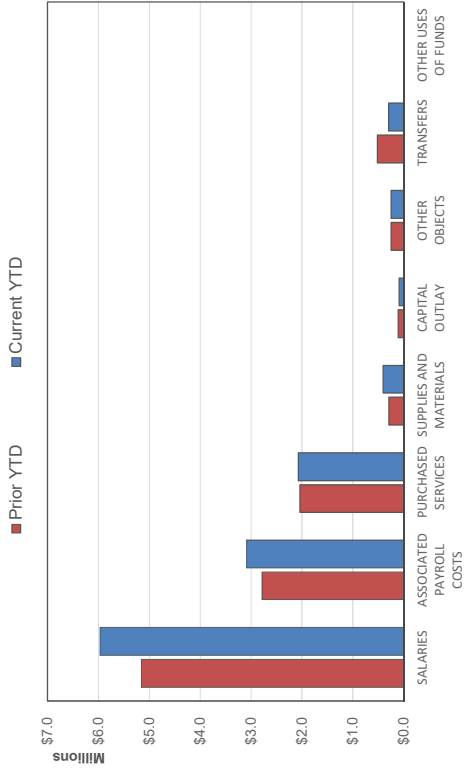
	Prior YTD	Prior Year Actual	YTD % of PY Actual
Beginning Fund Balance	\$ 1,899,600	\$ 1,899,600	
REVENUES			
Local Sources	4,110,198	4,110,198	100.00%
Intermediate Sources	166,694	166,694	100.00%
State Sources	7,164,071	7,164,071	100.00%
Federal Sources	-	-	100.00%
Other Sources	17,273	17,273	100.00%
TOTAL REVENUE	\$ 11,458,235	\$ 11,458,235	100.00%
EXPENDITURES			
Salaries	5,157,964	5,157,964	100.00%
Associated Payroll Costs	2,781,217	2,781,217	100.00%
Purchased Services	2,036,217	2,036,217	100.00%
Supplies and Materials	289,150	289,150	100.00%
Capital Outlay	104,664	104,664	100.00%
Other Objects	244,863	244,863	100.00%
Transfers	514,579	514,579	100.00%
Other Uses of Funds	-	-	100.00%
Other Expenses	-	-	100.00%
TOTAL EXPENDITURES	\$ 11,128,653	\$ 11,128,653	100.00%
SURPLUS / (DEFICIT)	\$ 329,582	\$ 329,582	
ENDING FUND BALANCE	\$ 2,229,182	\$ 2,229,182	

	Current YTD	Annual Budget	YTD % of Budget
Beginning Fund Balance	\$ 2,229,182	\$ 1,500,000	
REVENUES			
Local Sources	4,408,224	4,389,725	100.42%
Intermediate Sources	285,172	375,000	76.05%
State Sources	8,274,565	7,591,710	108.99%
Federal Sources	-	-	
Other Sources	-	-	
TOTAL REVENUE	\$ 12,967,961	\$ 12,356,435	104.95%
EXPENDITURES			
Salaries	5,966,265	5,726,471	104.19%
Associated Payroll Costs	3,090,212	3,365,472	91.82%
Purchased Services	2,088,159	2,444,433	84.61%
Supplies and Materials	402,940	607,234	66.36%
Capital Outlay	89,720	137,400	65.30%
Other Objects	245,461	240,750	101.96%
Transfers	293,617	313,617	93.62%
Other Uses of Funds	-	1,021,058	0.00%
Other Expenses	-	-	
TOTAL EXPENDITURES	\$ 12,156,374	\$ 13,856,435	87.73%
SURPLUS / (DEFICIT)	\$ 811,588	\$ (1,500,000)	
ENDING FUND BALANCE	\$ 3,040,770	\$ -	

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD



**YAMHILL CARLTON SCHOOL DISTRICT
SPECIAL REVENUE FUNDS
FOR THE FISCAL YEAR 2022-2023
AS OF JUNE 30, 2023**

FUND DESCRIPTION	GRANT AWARD	REVENUE	EXPENDITURE	ENCUMBRANCE	BUDGET BALANCE
201 TITLE I	135,635.82	135,635.82	142,792.01	-	(7,156.19)
204 TITLE II-A & TITLE IV-D	20,763.00	20,763.00	26,592.22	-	(5,829.22)
206 IDEA PART B 611	170,133.00	59,756.16	134,261.96	-	35,871.04
207 IDEA PART B 619	-	1,746.64	-	-	-
212 ESSER II FUNDS	127,051.31	94,246.84	94,648.00	-	32,403.31
213 ESSER III FUNDS	636,799.63	-	362,855.24	-	273,944.39
214 SUMMER LEARNING GRANTS - 2022 K-8	51,770.84	51,770.84	51,770.84	-	-
214 SUMMER LEARNING GRANTS - 2022 9-12	16,566.13	16,566.13	16,566.13	-	-
215 MEDICAID ADMIN CLAIMING (MAC)	10,000.00	1,873.81	-	-	10,000.00
218 ORTII	3,326.64	3,326.64	3,326.64	-	-
228 YCCO - KINDERGARTEN TRANSITION	-	-	-	-	-
231 FUEL UP TO PLAY 60	771.40	771.40	783.35	-	(11.95)
233 HIGH SCHOOL SUCCESS (M-98)	237,912.42	165,656.28	230,299.20	-	7,613.22
235 CTE REVITALIZATION FUNDS	29,596.74	29,596.74	-	-	29,596.74
238 CAREER PATHWAYS	8,120.27	-	4,077.80	-	4,042.47
239 OUTDOOR SCHOOL (M-99)	59,872.04	-	59,850.04	-	22.00
241 ESSA SUPPORT	45,521.00	48,458.50	42,939.19	-	2,581.81
251 STUDENT INVESTMENT ACCOUNT (SIA)	803,854.82	803,855.08	718,975.95	31,549.00	53,329.87
259 RECRUITMENT & RETENTION GRANT	129,866.73	129,866.73	129,776.22	-	90.51
261 TAP GRANTS - FACILITIES ASSESSMENT	20,000.00	-	-	-	20,000.00
261 TAP GRANTS - LONG RANGE PLANNING	25,000.00	-	-	-	25,000.00
261 TAP GRANTS - AHERA	25,000.00	-	8,500.00	13,000.00	3,500.00
261 TAP GRANTS - LEAD TESTING	5,880.00	-	4,825.00	-	1,055.00
LOCAL/STATE/FED GRANTS	2,563,441.79	1,563,890.61	2,032,839.79	44,549.00	486,053.00

230 MISCELLANEOUS GRANTS	GRANT AWARD	REVENUE	EXPENDITURE	ENCUMBRANCE	GRANT BALANCE
000 MISCELLANEOUS GRANTS	6,643.88	822.08	6,643.88	-	0.00
000 BOARD OSBA SCHOLARSHIP	5,000.00	5,000.00	-	-	5,000.00
401 ASPIRE	2,500.00	2,500.00	2,255.27	-	244.73
800 UNITED WAY - RESOURCE ROOMS	609.00	609.00	-	-	609.00
801 YCES PTO PROJECTS	2,000.00	-	1,680.55	-	319.45
802 AG DRONE PROJECT	1,474.57	1,551.45	-	-	1,474.57
803 VETERANS LEGACY GRANT	785.03	785.03	-	-	785.03
806 SOPHIA'S FUND - BUBBLE WALL	1,000.00	1,000.00	479.99	-	520.01
807 SOPHIA'S FUND - THEATER	4,805.00	4,805.00	2,579.31	-	2,225.69
808 MWECC CONFERENCES	1,988.52	1,988.52	1,988.52	-	-
809 STUDENT TEACHING	2,630.02	3,380.02	1,080.37	-	1,549.65
814 FTC ROBOTICS DONATION	1,274.00	1,274.00	-	-	1,274.00
821 OSCU ROCKETRY GRANT	16.17	16.17	-	-	16.17
824 EHS GRANT	3,052.00	3,052.00	3,052.00	-	-
825 MENSTRUAL DIGNITY ACT	4,676.22	-	-	-	4,676.22
SUB TOTAL MISC GRANTS	38,454.41	26,783.27	19,759.89	-	18,694.52

FUND OTHER SPECIAL REVENUE	BUDGET	REVENUE	EXPENDITURE	ENCUMBRANCE	BUDGET BALANCE
250 FOOD SERVICE	444,252.00	361,820.35	348,863.04	30,000.00	65,388.96
265 EARLY RETIREMENT	81,000.00	90,033.81	16,458.64	10,000.00	54,541.36
266 PROFESSIONAL DEVELOPMENT	60,000.00	65,273.01	25,813.00	10,134.00	24,053.00
280 STUDENT BODY ACCOUNTS	-	-	-	-	-
281 STUDENT BODY ACCOUNTS - YCES	30,000.00	18,317.79	-	-	30,000.00
282 STUDENT BODY ACCOUNTS - YCIS	170,000.00	94,661.25	24,579.71	-	145,420.29
283 STUDENT BODY ACCOUNTS - YCHS	315,000.00	376,328.26	170,986.78	-	144,013.22
285 ALLIANCE ACADEMY - FIELD TRIPS	2,606.50	2,606.50	865.09	-	1,741.41
SUB TOTAL OTHER SPECIAL REVENUE	1,102,858.50	1,009,040.97	587,566.26	50,134.00	465,158.24
TOTAL ALL 200 FUNDS	3,704,754.70	2,599,714.85	2,640,165.94	94,683.00	969,905.76

YAMHILL CARLTON SCHOOL DISTRICT
FOR THE FISCAL YEAR 2022-2023
DEBT SERVICES, CAPITAL PROJECT, AND FIDUCIARY FUNDS
AS OF JUNE 30, 2023

FUND DESCRIPTION	BUDGET	BEGINNING FUND BALANCE	REVENUE	EXPENDITURE	ENCUMBRANCE	PROJECTED BALANCE*	CASH BALANCE
300 GENERAL OBLIGATION DEBT	966,350.00	104,498.93	959,413.72	965,746.52	-	603.48	98,166.13
301 QZAB DEBT	143,517.00	3,496.85	137,370.23	143,514.57	-	2.43	(2,647.49)
302 PERS UAL DEBT	1,861,684.00	556,602.20	1,302,294.84	140,686.00	-	1,720,998.00	1,718,211.04
304 JCI PROJECT DEBT	121,100.00	18,600.43	121,291.68	121,100.00	-	-	18,792.11
TOTAL DEBT SERVICES	3,092,651.00	683,198.41	2,520,370.47	1,371,047.09	-	1,721,603.91	1,832,521.79

FUND DESCRIPTION	BUDGET	BEGINNING FUND BALANCE	REVENUE	EXPENDITURE	ENCUMBRANCE	PROJECTED BALANCE*	CASH BALANCE
400 CET CAPITAL PROJECTS	75,000.00	55,378.79	222,467.52	29,255.28	-	45,744.72	248,591.03
410 SEISMIC REHABILITATION GRANT	1,115,772.29	-	1,115,772.29	1,115,772.29	-	-	-
475 CAPITAL PROJECT FUND	18,000.00	18,487.92	19,958.09	-	-	18,000.00	38,446.01
TOTAL CAPITAL PROJECTS	1,208,772.29	73,866.71	1,358,197.90	1,145,027.57	-	63,744.72	287,037.04

FUND DESCRIPTION	BUDGET	BEGINNING FUND BALANCE	REVENUE	EXPENDITURE	ENCUMBRANCE	PROJECTED BALANCE*	CASH BALANCE
785 LAUGHLIN SCHOLARSHIP FUND	49,000.00	51,827.47	2,429.09	-	-	49,000.00	54,256.56
TOTAL TRUST IN AGENCY	49,000.00	51,827.47	2,429.09	-	-	49,000.00	54,256.56
TOTAL OTHER FUNDS	4,350,423.29	808,892.59	3,880,997.46	2,516,074.66	-	1,834,348.63	2,173,815.39

*Projected Balance is the Budget column minus Expenditures and Encumbrances. Cash Balance is actual revenues and expenditures to date.

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

Criteria: From Check Date: 06/01/2023 To: 06/30/2023 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
60711	A & E SAFE AND ALARM INC	\$20.01
0	ALISON CHEATHAM	\$28.44
0	AMANDA GREENE	\$24.17
0	AMAZON CAPITAL SERVICES	\$3,189.16
60713	AMITY SCHOOL DISTRICT 4J	\$150.00
0	AMUZU, NICOLE M	\$148.69
0	AMY BRITTELL	\$29.01
60743	ANTONIA PARTRIDGE	\$503.38
0	BARROWS, ARMON C	\$119.09
0	BELT-VERHOEF, STEPHANIE	\$157.45
0	BETH SHEPPARD	\$198.00
60714	BLANCHET CATHOLIC SCHOOL	\$565.00
0	BOTTEN'S EQUIPMENT RENTAL INC	\$212.90
0	BRIGHTSIDE ELECTRIC AND	\$1,767.44
0	BRIHANA NEE	\$500.00
0	BRITTANI JOHNSON	\$333.78
0	BRITTANY GREGG	\$950.27
0	BRITNEY JEFFRIES	\$770.00
0	BROWN, DAVIDA J	\$90.83
0	BRYAN LONG	\$412.27
0	CALEB WELLBROCK	\$45.00
0	CATHERINE WEAVER	\$260.00
0	CENTURY LINK	\$192.62
60744	CHAD SCOTT	\$225.00
60768	CHEMEKETA COMMUNITY COLLEGE	\$1,578.00
60715	CITY OF CARLTON	\$1,940.07
60716	CITY OF YAMHILL	\$1,992.68

Yamhill-Carlton School District No. 1

Approval of Bills Report

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From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
60730	CITY OF YAMHILL	\$3,612.07
60783	CITY OF YAMHILL	\$8,376.31
60717	CLACKAMAS ESD	\$1,273.11
60769	CLEARWATER LLC	\$585.20
0	CLEMENTS, KAITLYN L	\$100.00
60770	COSA	\$325.00
60784	COSA	\$325.00
60718	DALLAS HIGH SCHOOL	\$150.00
0	DELL INC	\$206.41
0	ELIZABETH RIBERA	\$789.93
0	ERIKA BARBER	\$1,490.00
0	ERIN CONNAUGHTON	\$140.00
0	ESS WEST LLC	\$21,401.30
0	FRACOTYP - POSTALIA	\$500.00
0	FS.COM	\$187.80
0	GARLAND, WENDY L	\$36.66
60785	GOPHER BUSTERS	\$695.00
0	HADASSAH SHEPARD	\$298.20
0	HEATHER BROWN	\$1,353.75
0	HEIDI WISMER	\$600.00
0	HUDSON, KARL R	\$45.65
0	JASON BOURNE	\$400.00
60745	JOHN DORT	\$97.00
60719	JOSTENS	\$327.80
60731	JOSTENS	\$14.90
60746	KAREN PARR	\$3,000.00
60747	KARLY SIMS	\$175.05

Yamhill-Carlton School District No. 1

Approval of Bills Report

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Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
60748	KASSIA JACKSON	\$245.79
60749	KATHERINE AUER	\$861.13
60750	KATHERINE BONNER	\$201.75
0	KONE INC	\$5,584.00
0	KRISTA CAIN	\$125.02
0	LACEY BURT	\$985.00
60751	LAUREN MARGOLIS	\$554.00
60752	LAURIANO BARAJAS	\$1,309.34
60720	LEARNING WITHOUT TEARS	\$288.92
60772	LINN BENTON LINCOLN ESD	\$6,682.64
60753	LORI BROUILLETTE	\$293.58
60721	LOWE'S COMPANIES INC.	\$22.77
60732	LOWE'S COMPANIES INC.	\$137.74
60756	LOWE'S COMPANIES INC.	\$80.72
60773	LOWE'S COMPANIES INC.	\$74.26
60786	LOWE'S COMPANIES INC.	\$73.31
60754	MAISHA SLUSHER	\$68.41
0	MCCATHRON, EMILY D	\$172.92
60733	MCMINNVILLE GAS INC.	\$187.50
0	MEGHAN PLIES	\$226.67
0	MELISSA PARMALEE	\$250.00
0	MICHAEL CRISP	\$168.16
0	MID COLUMBIA BUS CO., INC	\$79,611.40
0	MOLLY PANIDA	\$144.00
0	NEWS REGISTER	\$964.06
0	NORTHWEST REGIONAL ESD	\$71,900.00
60734	OSAA	\$3,944.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

Criteria: Report Sort: FUND From Check Date: 06/01/2023 To: 06/30/2023 Voucher: ALL
From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
60722	OSBA	\$2,178.32
0	PACIFIC OFFICE AUTOMATION	\$2,230.95
0	PACIFIC OFFICE AUTOMATION (LEASE)	\$3,110.00
60758	PORTLAND GENERAL ELECTRIC	\$13,486.93
0	POST, BRADLEY A	\$357.88
0	PROCARE THERAPY	\$5,440.00
0	QUILL CORPORATION	\$33.98
0	REBECCA KENT	\$160.00
60735	RECOLOGY WESTERN OREGON GARBAGE	\$1,080.18
0	RHONDA BONHAM	\$110.89
60759	SALEM FAST PITCH UMPIRES ASSOC	\$744.25
0	SARAH RABE	\$159.00
60787	SHERWIN WILLIAMS CO.	\$44.15
0	SIERRA SPRINGS	\$43.96
0	SISTO, JOANN	\$70.74
0	STEPHANIE KINTNER	\$140.00
60760	SYSKO FOOD SERVICES	\$570.33
0	TAD BECKWITH	\$827.98
0	TAMARA DERBYSHIRE	\$111.90
60724	THE HOME DEPOT PRO	\$300.92
60737	THE HOME DEPOT PRO	\$82.72
60789	THE HOME DEPOT PRO	\$470.34
60790	THE YARD ARTISAN LLC	\$785.00
0	THERESA BREITHAAPT	\$652.64
0	UMPQUA BANK-CC	\$6,238.19
60761	UNITED RENTALS (NORTH AMERICA) INC	\$112.20
60762	UNIVERSITY OF OREGON	\$147.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

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Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
60755	VALERIE BREWER	\$92.57
0	VERIZON WIRELESS	\$158.14
60725	VIRGINIA RUBIO-ARELLANO	\$100.00
60726	WILCO	\$21.59
60738	WILCO	\$168.19
60792	WILCO	\$1.32
60727	WILLAMETTE E.S.D.	\$350.00
60793	WILLAMETTE E.S.D.	\$364.00
60728	WILLAMETTE HVAC	\$481.25
60774	YAMHILL CARLTON HIGH SCHOOL	\$1,485.89
60729	YAMHILL COUNTY HEALTH & HUMAN SERVICES	\$7,133.32
0	YAMHILL SHELL STATION	\$390.46
60763	ZIPLY FIBER	\$3,480.12
Total for 100 - GENERAL FUND		\$291,983.79
201 - TITLE IA		
0	ESS WEST LLC	\$506.62
Total for 201 - TITLE IA		\$506.62
206 - IDEA PART B SECTION 611		
0	WRIGHT, JOLYNN M	\$249.80
Total for 206 - IDEA PART B SECTION 611		\$249.80
212 - ESSER II FUNDS 2020-2023		
0	UMPQUA BANK-CC	\$401.16
Total for 212 - ESSER II FUNDS 2020-2023		\$401.16
233 - MEASURE 98		
0	AMAZON CAPITAL SERVICES	\$305.84
0	UMPQUA BANK-CC	\$116.40

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

Criteria: From Check Date: 06/01/2023 To: 06/30/2023 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
238 - CAREER PATHWAYS		
0	UMPQUA BANK-CC	\$422.24
Total for 233 - MEASURE 98		
250 - FOOD SERVICES		
60771	HENDRICKSON, TODD W	
60757	MIKES RESTAURANT EQUIPMENT LLC	\$184.92
0	SPRING VALLEY DAIRY INC	
60723	SYSCO FOOD SERVICES	\$175.25
60736	SYSCO FOOD SERVICES	\$975.00
60760	SYSCO FOOD SERVICES	\$1,175.68
60767	TRACY RUSH	\$5,139.20
60794	YAMHILL COUNTY PUBLIC HEALTH	\$1,466.54
Total for 238 - CAREER PATHWAYS		\$184.92
251 - STUDENT INVESTMENT ACCOUNT		
0	AMAZON CAPITAL SERVICES	\$80.15
60788	SYSCO FOOD SERVICES	\$185.30
Total for 250 - FOOD SERVICES		\$1,136.00
266 - TUITION REIMBURSEMENT		
0	BISHOP, MORGAN P	\$100.00
0	BROWN, DAVIDA J	\$2,058.00
0	MARSTELLER, ASHLEIGH N	\$1,368.00
0	VANHORN, KELLY	\$100.00
Total for 251 - STUDENT INVESTMENT ACCOUNT		\$3,486.63
280 - STUDENT BODY FUNDS		
0	AMAZON CAPITAL SERVICES	\$54.80
Total for 266 - TUITION REIMBURSEMENT		\$3,626.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

Criteria: Report Sort: FUND From Check Date: 06/01/2023 To: 06/30/2023 Voucher: ALL
From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
280 - STUDENT BODY FUNDS		
0	UMPQUA BANK-CC	\$168.87
Total for 280 - STUDENT BODY FUNDS		\$223.67
282 - YCIS STUDENT BODY		
3518	ALICIA VANDERZANDEN	\$85.00
0	AMAZON CAPITAL SERVICES	\$1,019.74
3521	DORMERS SCREENPRINTING	\$1,051.75
0	FOLEY, ANNE MICHELLE	\$66.97
0	JENIFER TUNING	\$235.87
0	TRAMELLI, REID M	\$144.31
3519	WEST VALLEY BOUNCE HOUSE	\$400.00
3520	Y C S D	\$8,210.41
Total for 282 - YCIS STUDENT BODY		\$11,214.05
283 - YCHS STUDENT BODY		
0	AMAZON CAPITAL SERVICES	\$2,448.25
20668	BELT-VERHOEF, STEPHANIE	\$268.80
0	BOTTEN'S EQUIPMENT RENTAL INC	\$125.00
20727	COLLEGE BOARD	\$1,008.00
0	CULVER, ROBIN	\$172.06
20728	DORMERS SCREENPRINTING	\$1,504.00
20721	LANGERS OPERATIONS LLC	\$587.50
20729	LEGACY HEALTH	\$60.00
20730	LINFIELD UNIVERSITY	\$130.00
20733	LINFIELD UNIVERSITY	\$396.99
0	MCKINNEY, RENEE R	\$111.48
0	MILNER, ALLYSON E	\$510.13
20722	NIELSEN, KAYLA A	\$99.85

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

Criteria: Report Sort: FUND From Check Date: 06/01/2023 To: 06/30/2023 Voucher: ALL
From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
283 - YCHS STUDENT BODY		
20734	NIELSEN, KAYLA A	\$34.36
20723	OASC	\$900.00
0	OPITZ, MATTHEW B	\$150.00
20724	OREGON HIGH SCHOOL EQUESTRIAN TEAMS INC	\$350.00
20719	OREGON STATE WOMENS BASKETBALL	\$5,900.00
0	POST, BRADLEY A	\$89.40
20725	SALEM ACADEMY	\$80.00
20731	SAM WHITE	\$45.00
0	SLAVISH, JORDAN	\$113.00
0	SUNDAY, ERIN	\$542.03
20732	SYSO FOOD SERVICES	\$289.79
0	UMPQUA BANK-CC	\$1,382.89
0	VANDERZANDEN, BRENDA R	\$266.24
20720	WESTERN CHRISTIAN SCHOOL	\$90.00
20735	WILSONVILLE SOFTBALL ASSOCIATION	\$0.00
20726	YAMHILL CARLTON SD 1	\$1,967.10
Total for 283 - YCHS STUDENT BODY		\$19,621.87
285 - ALLIANCE ACADEMY FUNDRAISING		
60712	AMERICAN WATERWAYS INC	\$0.00
0	UMPQUA BANK-CC	\$620.09
Total for 285 - ALLIANCE ACADEMY FUNDRAISING		\$620.09
400 - CAPITAL PROJECT FUNDS - CET		
60791	TOM STEVENS BOILER REPAIR, INC	\$13,765.00
Total for 400 - CAPITAL PROJECT FUNDS - CET		\$13,765.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2022-2023

Criteria:
Report Sort: FUND

From Check Date: 06/01/2023
From Fund: 100

To: 06/30/2023
To: 900

Voucher: ALL
☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
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Grand Total:	\$356,638.96
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End of Report

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2022-2023

Criteria: Report Sort: Fund

From Date: 06/01/2023

To Date: 06/30/2023

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
UMPQUA BANK-CC						

0	GENERAL FUND		BOARD OF EDUCATION SERVICES	COMPUTER SOFTWARE		\$149.90
0	GENERAL FUND		BOARD OF EDUCATION SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$279.70
0	GENERAL FUND		EDUCATIONAL MEDIA SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$207.00
0	GENERAL FUND		EXECUTIVE ADMINISTRATION SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$29.57
0	GENERAL FUND		GUIDANCE SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$36.80
0	GENERAL FUND		HIGH SCHOOL-EXTRACURRICULAR	TRAVEL, OUT OF DISTRICT		\$3,022.38
0	GENERAL FUND		OFFICE OF THE PRINCIPAL	COMPUTER SOFTWARE		\$179.00
0	GENERAL FUND		OFFICE OF THE PRINCIPAL	CONSUMABLE SUPPLIES & MATERIALS		\$554.65
0	GENERAL FUND		OFFICE OF THE PRINCIPAL	NON-CONSUMABLE ITEMS		\$79.90
0	GENERAL FUND		OFFICE OF THE PRINCIPAL	POSTAGE		\$70.08
0	GENERAL FUND		OFFICE OF THE PRINCIPAL	TRAVEL, OUT OF DISTRICT		\$1,590.21
0	GENERAL FUND		RESOURCE ROOMS	INSTR, PROF & TECH SRVS		\$39.00
Total for UMPQUA BANK-CC						\$6,238.19
Total for GENERAL FUND						\$6,238.19

Fund: 212	ESSER II FUNDS 2020-2023	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
UMPQUA BANK-CC						
0	ESSER II FUNDS 2020-2023		BOARD OF EDUCATION SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$401.16
Total for ESSER II FUNDS 2020-2023						\$401.16

Fund: 233	MEASURE 98	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
UMPQUA BANK-CC						
0	MEASURE 98		HIGH SCHOOL PROGRAMS	CONSUMABLE SUPPLIES & MATERIALS		\$116.40

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2022-2023

Criteria: Report Sort: Fund

From Date: 06/01/2023

To Date: 06/30/2023

Total for MEASURE 98				\$116.40
Fund: 238 Remit Name	CAREER PATHWAYS	Check#	FUND	Amount
UMPQUA BANK-CC				
			FUNCTION	OBJECT
	0	CAREER PATHWAYS	HIGH SCHOOL PROGRAMS	CONSUMABLE SUPPLIES & MATERIALS
				\$184.92
Total for CAREER PATHWAYS				\$184.92
Fund: 280 Remit Name	STUDENT BODY FUNDS	Check#	FUND	Amount
UMPQUA BANK-CC				
			FUNCTION	OBJECT
	0	STUDENT BODY FUNDS	UNDESIGNATED	ACCOUNTS RECEIVABLE
				\$168.87
Total for STUDENT BODY FUNDS				\$168.87
Fund: 283 Remit Name	YCHS STUDENT BODY	Check#	FUND	Amount
UMPQUA BANK-CC				
			FUNCTION	OBJECT
	0	YCHS STUDENT BODY	HIGH SCHOOL-EXTRACURRICULAR	CONSUMABLE SUPPLIES & MATERIALS
				\$1,382.89
Total for YCHS STUDENT BODY				\$1,382.89
Fund: 285 Remit Name	ALLIANCE ACADEMY FUNDRAISING	Check#	FUND	Amount
UMPQUA BANK-CC				
			FUNCTION	OBJECT
	0	ALLIANCE ACADEMY FUNDRAISING	DISTRICT ALTERNATIVE PROGRAMS- ALLIANCE ACADEMY	INSTR, PROF & TECH SRVS
				\$620.09
Total for ALLIANCE ACADEMY FUNDRAISING				\$620.09

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2022-2023

Criteria: Report Sort: Fund

From Date: 06/01/2023 To Date: 06/30/2023

Grand Total: \$9,112.52

Recap for FUND for GENERAL FUND		
100	GENERAL FUND	\$6,238.19
212	ESSER II FUNDS 2020-2023	\$401.16
233	MEASURE 98	\$116.40
238	CAREER PATHWAYS	\$184.92
280	STUDENT BODY FUNDS	\$168.87
283	YCHS STUDENT BODY	\$1,382.89
285	ALLIANCE ACADEMY FUNDRAISI	\$620.09

End of Report



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

2023-2024 School Year Yamhill Carlton School District Designations and Authorizations

Authorize the Superintendent and the Business Manager to pay salaries, bills and other financial requirements.

Designate the following:

- Superintendent as Clerk and Chief Budget Officer.
- McMinnville News Register as Publication of Records.
- The Hungerford Law Firm, Garrett Hemann Robertson P.C. (Paul Dakopolos), and Willamette ESD as legal counsel, but the Superintendent has authority to seek other counsel for specific other legal services.
- Umpqua Bank, First Federal Savings, and State of Oregon Local Government Investment Pool as depositories of District funds.
- Clint Raever and Tami Zigler as District representatives with the authority to apply for Title 1 Funds, and other federal and state grants.
- Pauly, Rogers and Co., PC as official auditor for the 2023-2024 School Year
- SAIF as worker's compensation insurance carried for the 2023-2024 School Year
- WHA as the agent of record for liability insurance coverage through Property and Casualty Coverage for Education (PACE) for the 2023-2024 School Year.



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

2023-2024 School Fees

Breakfast / Lunch Fees:

	Breakfast	Lunch
Elementary	\$1.95	\$3.15
Intermediate/High School	\$2.05	\$3.35
Adult	\$2.85	\$4.35

Elementary School:

No fees scheduled for 2023-2024.

Intermediate School:

4 th – 6 th Planner/Activity Fee:	\$20.00
7 th – 8 th Planner/Activity Fee:	\$40.00 (includes PE Uniform)

Students eligible for the federal free lunch program have no charge for the required fees. Students eligible for the federal reduced lunch program will be charged 50%.

High School:

Registration/Activity Fee:	\$30.00
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Students eligible for the federal free lunch program have no charge for the required fees. Students eligible for the federal reduced lunch program will be charged 50%.

Class Fees:	\$10.00
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For Specific Advanced Classes

Athletic Fee per Sport:	\$125.00
Federal Reduced Eligible Fee per Sport:	\$75.00
Federal Free Eligible Fee per Sport:	\$50.00
Family Sports Fee Cap:	\$500.00

Yamhill-Carlton School District 1

Code: EEA
Adopted: 10/09/06
Revised/Readopted: 4/14/08; 12/10/12; 4/13/15; 4/09/20

Student Transportation Services *

School transportation services will be provided for students to and from school and for transporting students to and from curricular and extracurricular activities sponsored by the district transporting from one school or facility to another school-sponsored field trips that are extensions of classroom learning experiences. Transportation will be provided for students experiencing homelessness to and from the student's school of origin¹ as required by the Every Student Succeeds Act (ESSA). Services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Board.

Elementary students in grades K-8 who live more than one mile from school will be transported. Secondary students in grades 9-12 who live more than one and one-half miles from school will be transported. Mileage exceptions for health, safety or disability will be made in accordance with the district's approved supplemental plan.

OR

Students living within specified attendance boundaries shall receive transportation services to their respective schools. In addition, students, including those receiving special education, may be eligible for transportation for health or safety reasons.

Special transportation arrangements may be made for students with disabilities.

Students with disabilities who utilize specialized transportation will have arrival and dismissal times at the same time as non-disabled peers at their designated school unless a shortened school day is determined as necessary to meet the individualized needs of a particular student with a disability, and such decisions are made by a group of persons knowledgeable about the student, the student's disability, evaluation data, and the student's placement options.

Miles from school will be determined by the transportation supervisor in accordance with Oregon Administrative Rule (OAR) 581-023-0040(1)(e).

The district may use Type 10 School Activity Vehicles to transport students from home to school, school to home and from district-sponsored activities.

¹ "School of origin" means the school that a student attended when permanently housed or the school in which the student was last enrolled. When the student has completed the final grade served by the school of origin, the term "school of origin" shall include the designated receiving school at the next grade level for all feeder schools.

The district may also provide transportation using federal funds² or through cooperative agreements with local victims assistance units for a student to attend a safe district school³ out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous. If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

Transportation will be provided for students whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant to Oregon Revised Statute (ORS) 339.134.

Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under Oregon Revised Statute (ORS) 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until they are four feet nine inches tall or age eight and the adult belt properly fits.⁴ A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus or vehicle driver to the supervisor. The transportation supervisor will, as soon as possible, inform the appropriate principal of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the principal and/or transportation supervisor.

² "Federal funds" means funds available through Title IV, Part A, and Title V, Part A.

³ If there is not another school in the district to which students can transfer, districts are encouraged, but not required, to explore other appropriate options, i.e., an agreement with a neighboring district.

⁴ "Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

The principal or designee shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

The school bus or vehicle driver will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair their driving abilities.

The district will comply with all state and federal laws and regulations pertaining to school bus transportation.

END OF POLICY

Legal Reference(s):

ORS 327.006	ORS 815.080	OAR 581-053-0040
ORS 327.033	ORS 820.100 - 820.190	OAR 581-053-0053
ORS 327.043		OAR 581-053-0060
ORS 332.405	OAR 581-021-0050 - 0075	OAR 581-053-0070
ORS 332.415	OAR 581-022-2345	OAR 581-053-0210
ORS 339.240 - 339.250	OAR 581-023-0040	OAR 581-053-0220
ORS 343.155 - 343.246	OAR 581-053-0002	OAR 581-053-0230
ORS 343.533	OAR 581-053-0003	OAR 581-053-0240
ORS 811.210	OAR 581-053-0004	OAR 735-102-0010
ORS 811.215	OAR 581-053-0010	
ORS 815.055	OAR 581-053-0031	Senate Bill 905 (2019)

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2018).

McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2012).

Yamhill Carlton School District

Code: EEACCA
Adopted: _____

Video Cameras on Transportation Vehicles *

The Board recognizes the district's continuing responsibility to maintain and improve discipline, and ensure the health, welfare and safety of its staff and students on school transportation vehicles.

The Board, after having carefully weighed and balanced the rights of privacy of students and staff with the district's duty to ensure discipline, health, welfare and safety of staff and students on school transportation vehicles, supports the use of video cameras on its transportation vehicles.

Video cameras may be used to monitor student behavior on school transportation vehicles that transport students to and from curricular and extracurricular activities.

Such equipment may also be used to monitor the performance of district employees in the fulfillment of their duties in school transportation vehicles that are transporting students to and from curricular and extracurricular activities.

Students in violation of district conduct rules shall be subject to disciplinary action in accordance with established Board policies and administrative regulations governing student conduct and discipline.

Staff shall be subject to established Board personnel policies, administrative regulations and collective bargaining agreements including provisions related to evaluation, discipline and dismissal.

Video recordings, depending on how they are used in student disciplinary proceedings, may become a part of a student's education record. In such cases, the district shall comply with all applicable state and federal laws related to education records. Such records will also be subject to established district procedures regarding education records including access, review and release of such records.

The superintendent shall develop procedures for the notification of staff, students, parents and others as necessary of the use of video cameras on school transportation vehicles and such other procedures as may be required for the implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 30.864](#)
[ORS 192.420 to -192.505](#)
[ORS 326.565](#)
[ORS 326.575](#)

[ORS 332.107](#)
[ORS 336.187](#)
[ORS 342.850](#)

[OAR 166-400-0010 to -0065](#)
[OAR 581-021-0210 to -0430](#)
[OAR 581-022-2260](#)
[OAR 581-053-0240\(11\)](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2012).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).

Yamhill Carlton School District

Code: EEACCA-AR
Adopted: _____

Video Cameras on Transportation Vehicles *

Education Records

1. The district will comply with provisions of state and federal law regarding education records requirements including the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA) as applicable to the district's use of video recordings. Video recordings which become a part of a student's education record will be maintained in accordance with established education record procedures governing access, review and release of education records.
2. The district will include notice in parent/student handbooks that video cameras may be used on district transportation vehicles transporting students to and from curricular and extracurricular activities. The district will include, as a part of its notice procedures, a copy of the district's video camera policy and procedures to all students and parents accompanied by a form to be signed and returned to the district as an acknowledgment of being read and understood.
3. Students will not be notified when video camera is "on board" and in use on district vehicles.

Staff Records

1. Video recordings considered for retention as part of the employee's personnel record will be maintained in accordance with established Board personnel policies, administrative regulations and collective bargaining agreements governing access, review and release of employee personnel records.
2. The district will include notice in personnel handbooks that video cameras may be used on district transportation vehicles that transport students to and from curricular and/or extracurricular activities.
3. Staff will not be notified when video camera is "on board" and in use in district vehicles.

Storage/Security

1. All video recordings will be stored and secured to ensure confidentiality.
2. Video recordings will be stored for twenty days after the initial recording, unless a request is made to view a recording. These recordings will then be erased unless they become part of a student's education record.
3. Video recordings held for review of student or staff incident will be maintained in their original form pending resolution. The recording will then be either erased or retained as necessary as a part of the student's education record and/or employee's personnel record in accordance with the established district policy and procedures.

Use

1. Video cameras will be used on district transportation vehicles as determined by the transportation supervisor and/or superintendent.
2. Staff and students are prohibited from tampering with or otherwise interfering with video camera equipment.

Viewing Requests

1. Requests for viewing video recordings will be limited to district officials, including teachers whom the district has determined to have legitimate educational interests, parent(s) or the student 18 years of age or older or others specified in state and federal law and accompanying regulations.
2. Requests for viewing may be made to the principal within five school days of the date of recording.
3. Only the portion of the video recording concerning a specific incident(s) will be made available for viewing.
4. Approval/Denial for viewing will be made within five school days of receipt of request and so communicated to the requesting individual(s).
5. Video recordings will be made available for viewing within three school days of the request approval.

Viewing

1. Actual viewing will be permitted at district-related sites only, including the transportation office, in schools, at the district office or as otherwise required by law.
2. A written log will be maintained of those viewing video recordings including the date of viewing, the reason for viewing, the date the recording was made, the vehicle and driver recorded and the signature of the viewer.
3. Video recordings remain the property of the district and may be reproduced only in accordance with law, including applicable district education records policy and procedures and district personnel records policy, procedures and applicable collective bargaining agreements.

Yamhill Carlton School District

Code: GBEDA
Adopted: _____

Drug and Alcohol Testing and Record Query - Transportation Personnel *

The district is committed to the establishment of a drug use and alcohol misuse prevention program that meets all applicable requirements of the Omnibus Transportation Employee Testing Act of 1991 (OTETA). The district or its transportation provider shall have an in-house drug and alcohol testing program or be a member of a consortium that provides testing that meets the federal regulations, and shall annually certify this information to the Oregon Department of Education (ODE). The district or its transportation provider shall comply with the reporting and pre-employment and annual query requirements of the Federal Motor Carrier Safety Administration (FMCSA).

Accordingly, all employees subject to commercial driver license (CDL) requirements shall be prohibited from:

1. The use of drugs, unless a written prescription from a licensed doctor or osteopath is provided, including a statement advising that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle;
2. The use of alcohol including:
 - a. While on duty;
 - b. Eight hours before driving, in accordance with Oregon Administrative Rules;
 - c. Eight hours following an accident;
 - d. Consumption resulting in prohibited levels of alcohol in the system.

"Drugs" as used in this policy refer to controlled substances covered by the OTETA, including marijuana, cocaine, opiates, amphetamines and phencyclidine (PCP).

All covered individuals offered employment with the district and district employees transferring to positions subject to the OTETA shall be required to submit to pre-employment drug testing and a pre-employment query with FMCSA. Additionally, covered employees will be subject to reasonable suspicion, random and post-accident alcohol and drug testing. Return-to-duty and follow-up testing may also be required. The district will also require pre-employment alcohol testing in accordance with the following provisions:

1. All candidates for employment or transfer with the district and subject to the OTETA requirements will be tested;
2. All tests will be conducted using the alcohol testing procedures of 49 C.F.R. Part 40;
3. Such tests must be conducted prior to the new or transferred employee's performance of safety-sensitive functions.

Pre-employment alcohol and drug testing costs will be paid for by the district transportation services. All drug and alcohol testing of employees, including reasonable suspicion, random, post-accident, return-to-duty and follow-up testing costs, as applicable, will be paid for by the district transportation services. A fee associated with a pre-employment query requested by the district from FMCSA will be paid by the district transportation service. The district will comply with collective bargaining agreement provisions.

All offers of employment or transfer to covered positions with the district will be made contingent upon testing results and information obtained from a query with FMCSA. An individual who tests positive for drugs or tests with a breath alcohol content level of 0.02 or higher will not be hired or transferred. The offer of employment or transfer will be immediately withdrawn.¹

An offer of employment or transfer will also be immediately withdrawn from any individual who refuses alcohol and drug testing and/or refuses to give consent for a query with FMCSA.

Covered employees who, under the district's reasonable suspicion, random, post-accident, return-to-duty or follow-up testing program, test positive for drugs or test with a breath alcohol content level of 0.02 or higher, will be subject to immediate disciplinary action up to and including dismissal in accordance with Board policy. Employees who refuse to comply with testing requirements will also be regarded as testing positive for drugs or testing with a breath alcohol content level of 0.02 or higher. Notification of available resources for evaluation and treatment will be made as required by law. Additionally, employees may be subject to CDL prohibitions and penalties under the OTETA and applicable FMCSA regulations. Covered employees who refuse consent for a query with FMCSA when required will be removed from safety-sensitive functions.

The district may, in its continuing effort to enhance safety, request a waiver of the OTETA prohibitions against standing down an employee before the medical review officer (MRO) has completed the verification process as provided by 49 C.F.R. § 40.21(c). "Stand-down" means the practice of temporarily removing an employee from safety-sensitive functions based solely on a report from a laboratory to the MRO of a confirmed positive test for drugs, an adulterated test or a substituted test before the MRO has completed verification of the test results. The written waiver request will be directed to the appropriate Federal Motor Carrier Safety Administrator.

In accordance with the provisions of 49 C.F.R. § 40.21(c)(2), and in its ongoing effort to protect the interests of employees in fairness and confidentiality, the district will ensure:

1. The district's policy and administrative regulation are distributed to all covered employees;
2. No information about the confirmed positive, adulterated or substituted test results, or the reason for the employee's temporary removal from performing safety-sensitive functions, becomes available, directly or indirectly to others in the district or subsequently to another employer, other than the employee, the MRO and the designated district official;

¹ The district may elect to allow an individual who tests positive for drugs or tests with a breath alcohol content level of 0.02 or higher to reapply for district employment or transfer to a covered position at a later date. At that time, the individual will again be tested for the presence of drugs [and alcohol], if required by the district. A district employee considered for transfer to an OTETA-covered position who tests positive for drugs or tests with a breath alcohol content level of 0.02 or higher will be subject to all district policies and regulations including the district's Drug-Free Workplace policy.

3. All covered employees in a particular district job category are treated the same way with respect to “stand-down”;
4. A covered employee will be subject to “stand-down” only with respect to the actual performance of safety-sensitive duties;
5. No adverse action affecting the employee’s pay and benefits will be taken pending the completion of the MRO’s verification process. This includes continuing to pay the employee during the period of the stand-down in the same way the district would have paid them had they not been stood down;
6. The verification process will commence no later than the time an employee is temporarily removed from the performance of safety-sensitive functions and that the period of “stand down” for any employee will not exceed five days, unless the district is informed in writing by the MRO that a longer period is needed to complete the verification process; and
7. In the event that the MRO verifies the test negative or cancels it:
 - a. The district will return the employee immediately to the performance of safety-sensitive duties;
 - b. The employee suffers no adverse personnel or financial consequences as a result; and
 - c. No individually identifiable record that the employee had a confirmed laboratory positive, adulterated or substituted test result is maintained. (The district will maintain a record of the test only as a negative or cancelled test.)

The district will not “stand down” employees in the absence of a waiver, or inconsistent with the terms of the waiver.

The district will establish a voluntary self-identification program consistent with the OTETA requirements. Accordingly, an employee who admits to alcohol misuse or drug use will not be subject to certain referral, evaluation and treatment requirements, provided:

1. The admission is in accordance with the provisions of this policy;
2. The driver does not self-identify in order to avoid testing as required by the OTETA;
3. The driver makes the admission prior to performing a safety-sensitive function (i.e., prior to reporting for duty);
4. The driver does not perform a safety-sensitive function until the district is satisfied that the employee has been evaluated and has successfully completed education or treatment in accordance with the district’s self-identification program guidelines.

Adverse action on the part of the district against any employee making a voluntary admission of alcohol misuse or drug use consistent with the provisions of this policy is prohibited. The district is committed to providing sufficient opportunity for the employee to seek evaluation, education or treatment to establish control over their drug or alcohol problem.

Following successful completion of an educational or treatment program, as determined by a drug and alcohol abuse evaluation expert (i.e., employee assistance professional, substance abuse professional or qualified drug and alcohol counselor) the employee will be permitted to return to duty. The district will ensure that prior to the employee participating in a safety-sensitive function, the employee shall be required to undergo a return-to-duty testing with a result indicating a breath alcohol content level of less than 0.02 and/or a verified negative test result for drug use, as appropriate. The district may incorporate employee monitoring and include non-OTETA follow-up testing as part of its return-to-duty procedures under the district's self-identification program.

END OF POLICY

Legal Reference(s):

[ORS 657.176](#)

[ORS 825.415](#)

[ORS 825.418](#)

[OAR 581-053-0220\(3\)\(h\)](#)

[OAR 581-053-0230\(9\)\(t\)](#)

[OAR 581-053-0420\(4\)\(b\)\(B\)\(ii\)](#)

[OAR 581-053-0430\(13\),\(14\)](#)

[OAR 581-053-0531\(12\),\(13\)](#)

[OAR 581-053-0615\(2\)\(c\)\(D\)\(ii\)](#)

[OAR 581-053-0620\(1\)\(d\)](#)

Omnibus Transportation Employee Testing Act of 1991, 49 U.S.C. §§ 31301-31317 (2012); 49 C.F.R. Parts 40, 382, 391-395 (2019).

Yamhill Carlton School District

Code: JFCI-AR
Adopted: _____

Substance/Drug Abuse

Alcohol and Other Drug Use

Substance abuse or the possession, use, sale or supply of any unlawful drug, including drug paraphernalia, or any substance purported to be an unlawful drug on or near the district premises or at any school-sponsored activity is prohibited.

Unlawful delivery of a controlled substance to a student or minor within 1,000 feet of school property is a Class A felony as provided by ORS 475.904.

The consequences for student use, possession, or distribution of a controlled substance and/or a dangerous drug or an imitation controlled substance or possession of “drug paraphernalia” are detailed below.

a. Use or Possession or Intent to Purchase /Solicit Purchase

Students who use or possess or have the intent to purchase or solicit purchase of narcotics, alcohol or other dangerous drugs or imitations, or drug paraphernalia to other students or persons on or near district property or at any school sponsored activity may be subject to disciplinary actions as defined in Board policy JFCI–Substance/Drug Abuse and are subject to immediate suspension and/or expulsion to the maximum extent allowed by law.

In the event of a violation of these rules and related district policy, the administrator (or designee) shall adhere to the following guidelines:

- 1) **All Offenses** (See also: First Offense and Second or Subsequent Offenses)
 - a) Confiscate alcohol, narcotics, other dangerous drugs, imitation substances and drug paraphernalia;
 - b) Provide the student with the school due process;
 - c) Notify appropriate law enforcement agency;
 - d) Notify the student, parent(s) and schedule a conference within 24 hours or at the beginning of the next school day following the offense, if the incident is during a time when school is not in session;
 - e) Parent(s) or student must schedule an appointment for the student to be evaluated, at parent expense, for potential substance abuse or other problems by a qualified and district approved drug and alcohol assessor;
 - f) If the student and/or parent(s) refuse to permit the drug and alcohol assessment, or recommended treatment, a recommendation for expulsion for a minimum of three weeks or a maximum of one calendar year may be implemented.

Substance/Drug Abuse – JFCI

2) First Offense

- a) Suspend the student (In School or Out of School) on the day of violation and up to three days following;
- b) Schedule a re-entry meeting with student, parent(s) and administrator to take place on day of return to school;
- c) At the re-entry meeting with the student conference, the student will be placed on a behavior plan to include probation (36 months for grades 9-12, 12 months for grades K-8) for first violation. A second offense within the probation period may result in expulsion up to the maximum extent allowed by law or as determined by the hearings officer.
- d) A suspended student will be given an opportunity to maintain course work for credit.

3) Second or Subsequent Offenses

- a) Suspend the student for 10 school days, with an expulsion recommendation pending, beginning with the first day school is in session following the incident;
- b) Notify parent(s) of the suspension pending expulsion, and the following requirements;
 - i. Drug and alcohol assessment (see 'All Offenses' above);
 - ii. The student and the parent(s) must provide the building administrator and hearings officer with the recommendations of the drug and alcohol assessor for consideration at the expulsion hearing;
- c) Prepare an expulsion recommendation and appropriate student data and submit to the district office;
- d) The parent(s) may request the expulsion hearing be expedited by contacting the Expulsion Hearings Officer at the district office;
- e) The student may be placed on probation, expelled, or transferred to an alternative setting for a time period determined by the Expulsion Hearings Officer. Parent(s) will be required to pay for transportation and any related expenses.
- f) If recommendations are fulfilled to the Hearing's Officer's satisfaction, the building administrator may recommend a reduction of the expulsion term;
- g) Any expulsion term will be followed by the student being placed on a behavior plan/contract to include a probation term (36 months for grades 9-12, 12 months for grades K-8)
- h) A suspended/expelled student will be given an opportunity to maintain course work for credit.

b. Distributing

Students who share and/or distribute narcotics, alcohol or other dangerous drugs or imitations, or drug paraphernalia to other students or persons on or near district property or at other school sponsored activities may be subject to disciplinary action as defined in Board policy JFCI- Substance/ Drug Abuse and are subject to immediate suspension and /or expulsion to maximum extent allowed by law.

In the event of a violation of these rules and related district policy the administrator or designee shall adhere to the following guidelines:

Substance/Drug Abuse – JFCI

- 1) Confiscate alcohol, narcotics, other dangerous drugs, and imitation substance and drug paraphernalia;
- 2) Provide student with school due process;
- 3) Notify the appropriate law enforcement agency;
- 4) Notify the student, parent(s) and schedule a conference within 24 hours of the offense or at the earliest opportunity;
- 5) Suspend the student for 10 school days with an expulsion recommendation pending beginning with the first day school is in session following the incident;
- 6) Notify parent(s) of the suspension pending expulsion and the following requirements:
 - a) Parent(s) or student must schedule an appointment for the student to be evaluated, at parent expense, for potential substance or other problems by a qualified and district approved drug and alcohol assessor;
 - b) If the student or parent(s) refuses to provide the appropriate assessment and/or treatment, the student shall be expelled for the full extent the law provides. The Hearings Officer, at his/her discretion, may expel or transfer the student to another YCSD program.
- 7) Prepare an expulsion recommendation and appropriate student data and submit it to the YCSD district office;
- 8) The parent(s) may request the expulsion hearing be expedited by contacting the Expulsion Hearings Officer at the district office;
- 9) The student may be placed on probation expelled or transferred to an alternative setting for a period of time determined by the Expulsion Hearings Officer;
 - a) First Offense: If recommendations are fulfilled to the hearings officer's satisfaction, the principal may recommend a reduction of the expulsion term and/or probation in lieu of expulsion (36 months for grades 9-12, 12 months for grades K-8);
 - b) Second or Subsequent Offenses: The student is to be expelled or transferred to an alternative setting for a time period determined by the Hearings Officer.
- 10) Any expulsion term will be followed by the student being placed on a behavior plan to include a probation term (36 months for grades 9 – 12, 12 months for grades K – 8);
- 11) A suspended/expelled student will be given an opportunity to maintain course work for credit.
- 12) Co-curricular activities: Additional consequences for violation of the Code of Ethics will be imposed, as applicable.

c. Purchase, Sale or Offer of Sale of Controlled Substances

Students who purchase, sell, or offer to sell narcotics, alcohol or other dangerous drugs or imitations, or drug paraphernalia to other students or persons on or near district property or at any school-sponsored activity may be subject to disciplinary action as defined in Board policy JFCI - Substance/Drug Abuse and are subject to immediate suspension and/or expulsion to the maximum extent allowed by law.

In the event of a violation of these rules and related district policy, the administrator (or designee) shall adhere to the following guidelines:

Substance/Drug Abuse – JFCI

- 1) Confiscate alcohol, narcotics, other dangerous drugs, and imitation substance and drug paraphernalia;
- 2) Provide the student with school due process;
- 3) Notify the appropriate law enforcement agency;
- 4) Notify the student, parent(s) and schedule a conference within 24 hours of the offense, or at the beginning of the next school day if the offense occurred at a time when school was not in session;
- 5) Suspend the student for 10 school days, with an expulsion recommendation pending, beginning with the first day school is in session following the incident;
- 6) Notify parent(s) of the suspension pending expulsion, and the following requirements:
 - a) Parent(s) or student must schedule an appointment for the student to be evaluated, at parent expense, for potential substance or other problems by a qualified and district approved drug and alcohol assessor;
 - b) If the student or parent(s) refuses to provide the appropriate assessment and/or treatment, the student shall be expelled for the full extent the law provides. The Hearings Officer, at his/her discretion, may expel or transfer the student to another YCSD program.
- 7) Prepare an expulsion recommendation and appropriate student data and submit to the district office;
- 8) The parent(s) may request the expulsion hearing be expedited by contacting the Expulsion Hearings Officer at the district office;
- 9) The student will be expelled or transferred to an alternative setting for a time period determined by the Expulsion Hearings Officer;
 - a) First Offense: If recommendations are fulfilled to the hearing officer's satisfaction, the principal may recommend a reduction of the expulsion term.
 - b) Second or Subsequent Offenses: The student is to be expelled or transferred to an alternative setting for a time period determined by the Hearings Officer.
- 10) Any expulsion term will be followed by the student being placed on a behavior plan to include a probation term (36 months for grades 9 – 12, 12 months for grades K – 8);
- 11) A suspended/expelled student will be given an opportunity to maintain course work for credit.
- 12) Co-curricular activities: Additional consequences for violation of the Code of Ethics will be imposed, as applicable.

END OF POLICY

Legal Reference(s):

ORS 161.605	ORS 161.625	ORS 332.107
ORS 336.067	ORS 336.222	ORS 336.227
ORS 339.240	ORS 339.250	ORS Chapter 475
OAR 581-021-0050 to -0075	OAR 581-021-0110	OAR 581-022-0413
OAR 581-053-0230(9)(s),(t)	OAR 581-053-0330(1)(n),(o)	OAR 581-053-0430(13),(14)

Substance/Drug Abuse – JFCI

OAR 581-053-0531(12),(13)

OAR 581-053-0630

OAR 584-020-0040

Controlled Substances Act, 21 U.S.C. § 812; Schedules of Controlled Substances, 21 C.F.R. §§ 1308.11 - 1308.15 (2006). Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101-7117 (2006).