

Mapleton School District #32  
School Board Meeting  
June 13, 2023

6:00 p.m. Deadwood Community Center- on YouTube:

Our mission is to provide a supportive and safe learning environment where all students are encouraged and empowered to reach their educational and personal potential.

1. Opening Ceremony
2. Review of the Agenda
3. Public Comment on Agenda Items– Submit form [BDDH-AR](#) from Board Policy for prior approval
4. Wilson Architecture- TAP Grant Progress
5. District Reports
  - 5.1. MS/HS Report
  - 5.2. Elementary Report
6. Finance/Tech/Maintenance Report/Documentation
7. Consent Agenda
  - 7.1. Payroll Check Register
  - 7.2. Accounts Payable Check Register
  - 7.3. Prior Month's Minutes
8. Action Items
  - 8.1. Personnel
    - 8.1.1. Hiring: Garrett Blanchard, HS Teacher; Kay Graham, GearUp/Admin; Zac Burt, HS Football Coach; Craig Putnam, MS Football Coach
    - 8.1.2. Resignation: Abigail Lam, EA
  - 8.2. Mapleton Certified Employees Agreement
  - 8.3. Updated School Calendar 2023-2024
  - 8.4. Adopt Budget and Impose Taxes
  - 8.5. Superintendent Contract
9. Discussion Items
  - 9.1. The Building Formerly Known as Pool
  - 9.2. Tribal/Shared History
  - 9.3. Screen Time
  - 9.4. Restorative Justice and Practices
10. Public Comment on Items not on the agenda- Submit form [BDDH-AR](#) from Board Policy for prior approval
  - 10.1. The School Board is interested in hearing from the public and will do so at this time on the agenda. The Board requests that patrons limit their comments to five minutes. Please state your name and physical address for the record. If a response to your concern requires action of the School Board or a gathering of information, it may be placed on a future agenda. Personnel matters may not be discussed in public at a Board meeting. Patrons who have personnel concerns should share them directly with the Superintendent.
11. Comments from the Board
12. Adjournment

### **Mapleton School Board Vision**

- We strive to base all of our decisions on what is best for all students.

- We believe that all students can learn and must strive to attain high academic achievement and personal growth.
- We believe we must develop and nurture intellectual curiosity and a desire for discovery and achievement.
- We believe our curriculum must challenge, prepare and inspire all students to be successful at the next level of their lives; to work and live as contributing members in a diverse society.
- We believe that strong partnerships with parents and the broader community are essential to achieving the goals of education. As such, we exercise open and transparent district communication and provide opportunities for participation, dialogue and understanding.
- We believe it is essential to attract and retain the best staff members to serve the needs of our school community.
- We believe in supporting and empowering staff to continually improve instruction and student success in all modes of learning.
- We believe that adequate financial resources are essential for excellent outcomes.
- We believe in supporting and empowering our school community by treating everyone with dignity and respect.

**MAPLETON SCHOOL DISTRICT 32**  
**Revenue Expenditure Comparison**  
**2022-2023 School Year**

	July 1	August 2	September 3	October 4	November 5	December 6	January 7	February 8	March 9	April 10	May 11	June 12	End of Year 13	Total
<b>REVENUES</b>	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
100- TAXES	-	3,061	2,772	2,892	497,395	225,883	9,778	6,108	16,993	3,580	2,699	-	-	771,160
100- INTEREST	2,249	3,177	3,808	4,757	6,005	8,558	9,303	8,893	9,604	9,113	9,661	-	-	75,129
100- SSF	334,908	167,353	167,353	167,353	167,353	168,074	-	336,148	167,942	267,896	196,372	-	-	2,140,752
100- COUNTY TIMBER	-	-	-	-	-	-	-	-	-	17,220	-	-	-	17,220
Other Fund 100	1,509	6,858	424	666	23,314	14,225	439	12,527	14,225	1,500	36,081	-	-	111,768
Fund 200	6,095	-	-	24,726	33,173	10,384	108	5,896	20,398	42,704	195,699	-	-	339,183
Fund 300	-	809	723	775	127,017	57,710	2,531	1,566	4,340	918	692	-	-	197,081
Fund 400	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>344,761</b>	<b>181,258</b>	<b>175,080</b>	<b>201,168</b>	<b>854,257</b>	<b>484,834</b>	<b>22,160</b>	<b>371,139</b>	<b>233,502</b>	<b>342,931</b>	<b>441,204</b>	<b>-</b>	<b>-</b>	<b>3,652,294</b>

<b>EXPENDITURES</b>	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
SALARIES	48,074	46,345	125,643	129,897	130,516	123,464	123,045	135,964	129,334	125,698	127,226	-	-	1,245,207
FRINGE	19,710	22,861	60,734	61,372	64,596	59,726	59,491	63,619	67,009	65,183	66,687	-	-	610,986
SERVICES	13,153	33,143	22,725	11,532	14,607	23,060	24,012	16,951	30,571	19,773	12,915	-	-	222,441
SUPPLIES	11,118	8,066	14,255	34,137	3,854	4,177	3,458	16,194	15,624	(9,683)	6,454	-	-	107,652
CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FEES/DUES	109,611	5,485	2,903	1,130	2,942	2,310	275	1,022	415	0	2,533	-	-	128,626
TRANSFERS	-	-	-	-	-	-	-	-	-	-	-	-	-	-
RESERVE	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fund 200	32,857	21,363	71,570	70,167	59,904	65,794	95,720	101,289	98,640	107,506	101,720	-	-	826,531
Fund 300	-	-	-	-	50,427	-	-	-	-	-	145,463	-	-	195,889
Fund 400	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>234,523</b>	<b>137,262</b>	<b>297,831</b>	<b>308,234</b>	<b>326,845</b>	<b>278,529</b>	<b>306,001</b>	<b>335,040</b>	<b>341,593</b>	<b>308,477</b>	<b>462,997</b>	<b>-</b>	<b>-</b>	<b>3,337,332</b>

**MAPLETON SCHOOL DISTRICT 32**  
**GENERAL LEDGER May 31, 2023**

Fund Title	Fund No.	A100	A101	A105				Fund Totals
		Student Body	Checking	LGIP				
General	100		\$317,493.63		\$2,607,505.50			\$2,924,999.13
SRSA	204		-\$13,499.03		\$0.00			-\$13,499.03
REAP	205		-\$15,803.29		\$0.00			-\$15,803.29
IDEA	206		-\$47,572.86		\$0.00			-\$47,572.86
Title I	210		-\$52,861.92		\$0.00			-\$52,861.92
ESSER	214		-\$127,026.94		\$0.00			-\$127,026.94
SIA	251		-\$156,993.07		\$0.00			-\$156,993.07
M98 Perkins	252		-\$41,413.03		\$0.00			-\$41,413.03
CDL	255		-\$367.46		\$0.00			-\$367.46
Misc State	259		-\$4,372.31		\$0.00			-\$4,372.31
Preschool	260		-\$94,965.03		\$0.00			-\$94,965.03
Transportation	261		\$31,866.16		\$184,566.00			\$216,432.16
Textbook	262		\$32,560.84		\$0.00			\$32,560.84
PERS-Retire	263		\$214,175.08		\$0.00			\$214,175.08
Capital Improvements	264		\$231,873.48		\$0.00			\$231,873.48
Misc/Donations-Grants	265		\$18,494.01		\$0.00			\$18,494.01
YTP	271		-\$9,237.27		\$0.00			-\$9,237.27
LESD-Perkins	272		\$0.00		\$0.00			\$0.00
Student Body	280	\$101,711.56	-\$6,015.59		\$0.00			\$95,695.97
Food Service	299		\$4,595.69		\$0.00			\$4,595.69
Debt Service	300		-\$195,889.06		\$225,301.64			\$29,412.58
Erate	215		\$0.00					\$0.00
								\$0.00

<b>General Ledger Balance</b>	\$101,711.56	\$85,042.03	\$0.00	\$3,017,373.14	\$0.00	\$0.00	\$0.00	\$3,204,126.73
<b>Bank Account Balance</b>	\$101,711.56	\$85,042.03	\$0.00	\$3,017,373.14	\$0.00	\$0.00	\$0.00	\$3,204,126.73

Reconciled by:

 6/1/23

Reviewed by:

 6/5/23

Reconciliation for May 31, 2023

>1 Month Outstanding Checks

18571	\$	20.00
18608	\$	33.75
18697	\$	250.00



<b>Beg. Balance</b>	<b>\$</b>	<b>329,680.60</b>
Deposits	\$	4,180.41
Rent	\$	437.09
CC Rebate	\$	2,537.61
LGIP Transfers	\$	200,000.00
Grant Payment	\$	9,785.63
Misc	\$	14,243.91
Interest	\$	4.59
<b>Total Revenues/Credits</b>	<b>\$</b>	<b>231,189.24</b>
Accounts Payable Total		
Payroll	\$	128,291.45
Misc	\$	347,536.36
<b>Total Expenses/Debit</b>	<b>\$</b>	<b>475,827.81</b>
<b>Total Calculated</b>	<b>\$</b>	<b>85,042.03</b>

<1 Month Outstanding Checks

13430	\$	296.12
18713	\$	16.88
18729	\$	300.00
18733	\$	17.35
18741	\$	5,900.00
18742	\$	35.56

<b>Bank Statement Balance</b>	<b>\$</b>	<b>91,911.69</b>
<b>OS Checks</b>	<b>\$</b>	<b>6,869.66</b>
<b>Adj. Bank Bal.</b>	<b>\$</b>	<b>85,042.03</b>
Adj. Bank Balance	\$	85,042.03
LGIP General	\$	3,017,373.14
Student Body	\$	101,711.56
<b>Total Balance</b>	<b>\$</b>	<b>3,204,126.73</b>
<b>General Ledger Balance</b>	<b>\$</b>	<b>3,204,126.73</b>

Total Outstanding \$ 6,869.66

  
 Reconciled By \_\_\_\_\_ Date 6/1/23  
  
 Reviewed By \_\_\_\_\_ Date 6/5/23

SUNGARD  
 DATE: 05/11/2023  
 TIME: 07:35:47

MAPLETON SCHOOL DISTRICT NO. 32  
 CHECK REGISTER  
 PAY RUN 23K MAY 2023

PAGE NUMBER: 1  
 MODULE NUM: PAYCHK33  
 PAY PERIOD END 04/30/2023  
 CHECK DATE 05/15/2023

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
13425	1240	BARROWS, CASSANDRA	.00	1,487.42
13426	1329	HOLMES, TRINITY	.00	84.76
13427	1306	ROBY, JAMIE	.00	3,103.63
13428	1314	TWOMBLY, CARLA	.00	127.16
13429	1221	VERMILYEA, KATHY	.00	418.55
13430	1230	WALKER, SHAWN	.00	296.12
13431	1297	ROSS, NATALIE M	.00	1,417.48
13432	1309	FORD, TUCKER	.00	2,968.61
V80001107	1282	ALLEN, KELSIE L	1,169.22	.00
V80001108	1336	BLOOD, KAYLEY	203.45	.00
V80001109	1315	CLEMONS, VANESSA	2,849.75	.00
V80001110	1319	GALBREATH, KALEA	562.86	.00
V80001111	1325	GRIJALVA, STEPHANIE R	4,435.95	.00
V80001112	1323	HENRY, CHRISTINE	3,981.32	.00
V80001113	1322	HUBER, KATHERINE	2,931.79	.00
V80001114	1320	JACKSON, JANET	3,021.68	.00
V80001115	1334	KELLEY, KIRSTEN	985.62	.00
V80001116	1335	KRULL, JESSICA	751.62	.00
V80001117	1317	LAM, ABIGAIL Y	1,833.11	.00
V80001118	1331	LONG, JEANNETTE	2,277.64	.00
V80001119	1252	MASSIE, CRYSTAL	1,890.08	.00
V80001120	1326	O'RENICK, TAMARA JOY	2,997.65	.00
V80001121	1311	SUNDSTROM, HEIDI	1,544.05	.00
V80001122	1288	WHEELER, NOVALEIGH L	3,379.28	.00
V80001123	1324	WILSON, SUSAN	6,079.55	.00
V80001124	1182	BROWN, WINDY	1,139.45	.00
V80001125	1090	MOORE, MASHELL L	1,356.67	.00
V80001126	1234	SNYDER, KENT	1,884.46	.00
V80001127	1041	DUVAL, RANDY	4,105.47	.00
V80001128	1097	TENNISON, JOYCE R	3,307.57	.00
V80001129	1263	CAIN, JOCELYN L	3,658.57	.00
V80001130	1266	DEAN, CARRIE	2,407.41	.00
V80001131	1307	DUVAL, CARLY A	2,838.39	.00
V80001132	1120	HILL-RIGGS, KRISTINA	1,944.88	.00
V80001133	1308	JOHNSON, TINA	3,916.18	.00
V80001134	1054	MCCURDY, RENEE D	1,654.85	.00
V80001135	1063	PATTERSON, JANICE S	466.32	.00
V80001136	1278	RICKS, JERON M	5,713.44	.00
V80001137	1293	SILVANI, DAYNA E	2,540.38	.00
V80001138	1065	SIMINGTON, YVETTE	1,498.19	.00
V80001139	1249	SMITH, CLARA M	3,275.97	.00
V80001140	1091	TIMPE, SARAH F	3,658.46	.00
V80001141	1295	TUCKER, AMBER C	2,985.58	.00
V80001142	1258	BURRUSS, LOUIS C	4,395.95	.00
V80001143	1279	CHAMBERS, DAWN M	2,912.67	.00
V80001144	1264	DOOLEY, MOLLY K	2,583.97	.00
V80001145	1310	FENTON, SUSAN	3,695.88	.00
V80001146	1145	FOSTER, JAMIE	3,368.25	.00
V80001147	1237	GRAY, ELISA M	207.18	.00
V80001148	1148	JENKINS, TAMARA	2,538.46	.00
V80001149	1141	JOHNSTON, TERRI	1,936.44	.00
V80001150	1049	LOGAN, DANITA G	1,571.62	.00
V80001151	1055	MOYER, BRENDA L	5,445.12	.00
V80001152	1036	ROSSI, KELLY L	485.32	.00

*Handwritten signature and date: SL/5/23*

TOTAL

54 CHECKS ISSUED

118,387.72

9,903.73

SUNGARD  
DATE: 05/11/2023  
TIME: 07:35:47

MAPLETON SCHOOL DISTRICT NO. 32  
CHECK REGISTER  
PAY RUN 23K MAY 2023

PAGE NUMBER: 2  
MODULE NUM: PAYCHK33  
PAY PERIOD END 04/30/2023  
CHECK DATE 05/15/2023

CHECK NO

EMPLOYEE  
NUMBER

-----EMPLOYEE-----

DEPOSIT  
AMOUNT

CHECK  
AMOUNT

SUNGARD  
 DATE: 05/31/2023  
 TIME: 15:14:57

MAPLETON SCHOOL DISTRICT #32  
 OUTSTANDING CHECKS

PAGE NUMBER: 1  
 ACCTPA21  
 ACCOUNTING PERIOD: 11/23

SELECTION CRITERIA: transact.yr='23' and transact.period='11'

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NUMBER	DATE ISSUED	DATE CLEARED	VENDOR	CLEARED	OUTSTANDING
A101	18712	05/02/2023	2727	CARRIE DEAN		293.77
A101	18713	05/02/2023	2878	VANESSA CLEMONS		16.88
A101	18714	05/02/2023	1794	RANDY DUVAL		197.00
A101	18715	05/02/2023	2947	ELMIRA HIGH SCHOOL		170.00
A101	18716	05/02/2023	2921	JOSHUA REID		74.25
A101	18717	05/02/2023	2948	JOY O'RENICK		68.48
A101	18718	05/02/2023	2946	KENDA BURCHELL		201.96
A101	18719	05/02/2023	2740	LOUIS C BURRUSS		336.42
A101	18720	05/02/2023	1637	MAPLETON HIGH SCHOOL		70.00
A101	18721	05/02/2023	1145	MAPLETON WATER DISTRICT		682.55
A101	18722	05/02/2023	2736	MOUNTAIN VALLEY LEAGUE		150.00
A101	18723	05/02/2023	2505	NORTHWEST REGIONAL ESD		223.75
A101	18725	05/11/2023	1956	FIDELITY INVESTMENTS		540.00
A101	18726	05/11/2023	1058	MACE		28.00
A101	18727	05/11/2023	1060	OREGON EDUCATION ASSOCIAT		1,429.85
A101	18728	05/17/2023	2727	CARRIE DEAN		83.84
A101	18729	05/17/2023	2891	CHEMAWA INDIAN SCHOOL		300.00
A101	18730	05/17/2023	2878	VANESSA CLEMONS		38.94
A101	18731	05/17/2023	2947	ELMIRA HIGH SCHOOL		170.00
A101	18732	05/17/2023	2948	JOY O'RENICK		72.55
A101	18733	05/17/2023	2741	MOLLY K DOOLEY		17.35
A101	18734	05/17/2023	2001	PACE		60.00
A101	18735	05/17/2023	2914	PRESENTATION DESIGN GROUP		500.00
A101	18736	05/17/2023	2046	SCHOLASTIC		1,292.05
A101	18737	05/17/2023	2450	TERRI JOHNSTON		367.46
A101	18738	05/17/2023	2949	TUCKER FORD		53.50
A101	18739	05/17/2023	1702	WILLAMETTE ESD		1,683.08
A101	18740	05/17/2023	2737	JERON M RICKS		77.50
A101	18741	05/25/2023	2718	CARD HEATING & AIR, LLC		5,900.00
A101	18742	05/25/2023	2785	DAWN M CHAMBERS		35.56
A101	18743	05/25/2023	2921	JOSHUA REID		74.71
A101	18744	05/25/2023	1186	LES SCHWAB TIRES		605.99
A101	18745	05/25/2023	2950	NOVALEIGH L WHEELER		37.50
A101	90001811	05/30/2023	1431	ALSCO		222.04
A101	90001812	05/30/2023	1762	AMAZON.COM		2,477.21
A101	90001813	05/30/2023	2223	ARMOR ZONE		997.50
A101	90001814	05/30/2023	2952	AUNT FLOW		710.00
A101	90001815	05/30/2023	2951	BASHORS TEAM ATHLETICS		1,130.00
A101	90001816	05/30/2023	1900	BIMART		191.90
A101	90001817	05/30/2023	1017	BI-MART CORPORATION		5.96
A101	90001818	05/30/2023	2954	BOOTSTRAP		1,200.00
A101	90001819	05/30/2023	1030	CENTRAL COAST DISPOSAL IN		954.08
A101	90001820	05/30/2023	1031	CENTRAL LINCOLN PUD		7,316.56
A101	90001821	05/30/2023	2880	CHENS FAMILY DISH		155.00
A101	90001822	05/30/2023	2955	CITY LIGHTS CINEMA		143.00
A101	90001823	05/30/2023	2832	FM SHEET METAL		17,621.47
A101	90001824	05/30/2023	2330	HOME DEPOT		184.60
A101	90001825	05/30/2023	1102	JERRY'S HOME IMPROVEMENT		156.11
A101	90001826	05/30/2023	2815	MISC ONLINE VENDOR		439.59
A101	90001827	05/30/2023	1242	PACIFIC OFFICE AUTOMATION		6.01
A101	90001828	05/30/2023	1248	PHIL'S SAW SHOP		66.00
A101	90001829	05/30/2023	2879	PITNEY BOWES ONLINE		5.99
A101	90001830	05/30/2023	1686	RANDY'S RIVERVIEW MARKET		101.32
A101	90001831	05/30/2023	1276	SAFEWAY INC-PORTLAND DIV		29.94



SUNGARD  
 DATE: 05/31/2023  
 TIME: 15:14:57

MAPLETON SCHOOL DISTRICT #32  
 OUTSTANDING CHECKS

PAGE NUMBER: 2  
 ACCTPA21  
 ACCOUNTING PERIOD: 11/23

SELECTION CRITERIA: transact.yr='23' and transact.period='11'

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NUMBER	DATE ISSUED	DATE CLEARED	VENDOR	CLEARED	OUTSTANDING
A101	90001832	05/30/2023	1068	SAIF CORPORATION		13,619.07
A101	90001833	05/30/2023	2852	SANGOMA		148.09
A101	90001834	05/30/2023	2046	SCHOLASTIC		29.99
A101	90001835	05/30/2023	2953	SHIFFLER		4,819.07
A101	90001836	05/30/2023	1282	SILKE COMMUNICATIONS INC		425.73
A101	90001837	05/30/2023	2830	SIUSLAW SIGNS AND GRAPHIC		350.00
A101	90001838	05/30/2023	2956	TARGET		119.50
A101	90001839	05/30/2023	2666	VEND WEST SERVICES, INC.		300.50
A101	90001840	05/30/2023	1988	WALMART		247.61
A101	90001841	05/30/2023	1227	WESTERN BUS SALES, INC.		559.15
A101	90001842	05/31/2023	2684	AMERICAN FIDELITY		2,150.00
A101	90001843	05/31/2023	2199	AMERICAN FIDELITY ASSURAN		380.00
A101	90001844	05/31/2023	2200	AMERICAN FIDELITY ASSURAN		770.36
A101	90001845	05/31/2023	1733	CIT TECHNOLOGY FIN SERV.		295.50
A101	90001846	05/31/2023	1057	HORACE MANN LIFE INS CO		1,029.01
A101	90001847	05/31/2023	1194	INTERNAL REVENUE SERVICE		40,435.52
A101	90001848	05/31/2023	1215	MAPLETON ELEMENTARY SCHOO		120.00
A101	90001849	05/31/2023	2439	OEBB		17,303.57
A101	90001850	05/31/2023	1193	OREGON DEPARTMENT OF REVE		13,270.23
A101	90001851	05/31/2023	1070	PERS		49,401.36
A101	90001852	05/31/2023	1225	SYSCO FOOD SERVICES		6,207.56
A101	90001853	05/31/2023	1150	VERIZON WIRELESS BELLEVUE		124.82
A101	90001854	05/31/2023	2664	ZIONS BANK		145,462.50
TOTAL CASH ACCOUNT						347,536.36
TOTAL FUND						347,536.36
TOTAL REPORT						347,536.36

Mapleton School District #32  
School Board Meeting Minutes  
May 17, 2023

5:00 p.m. Mapleton High School- on YouTube: <https://youtube.com/live/gS6okgVsmME?feature=share>

Our mission is to provide a supportive and safe learning environment where all students are encouraged and empowered to reach their educational and personal potential.

1. Opening Ceremony- Attending: Michelle, Mary Ellen, Maree, Andrea- Budget Committee: Will, Sharon, Kathy, Tim
2. Review of the Agenda
3. Public Comment on Agenda Items– Submit form [BDDH-AR](#) from Board Policy for prior approval
4. Budget Committee Meeting
  - 4.1. Elect Budget Committee Chair- Motion by Sharon to elect Will, second by Tim, unanimous approval
  - 4.2. Presentation of the Budget by Jeron
  - 4.3. Approve Budget- Motion by Sharon, second by Mary Ellen, unanimous approval
5. District Reports
  - 5.1. MS/HS Report- Sue
  - 5.2. Elementary Report- Brenda
6. Finance/Tech/Maintenance Report/Documentation- Jeron
7. Consent Agenda – Motion to approve by Andrea, second by Maree, unanimous approval
  - 7.1. Payroll Check Register
  - 7.2. Accounts Payable Check Register
  - 7.3. Prior Month's Minutes
8. Action Items
  - 8.1. Personnel
    - 8.1.1. Resignation: Renee McCurdy, EA – Motion to accept by Andrea, second by Mary Ellen, unanimous approval
    - 8.1.2. Hiring: Joseph Moore, SPED – Motion to accept by Maree, second by Andrea, unanimous approval
  - 8.2. Mapleton Association of Classified Employees Agreement – Motion to accept by Andrea, second by Mary Ellen, unanimous approval
  - 8.3. 2023-24 School Calendar- Motion to approve by Mary Ellen, second by Maree- Ayes- Andrea, Michelle, Maree- abstain- Andrea
9. Discussion Items
  - 9.1. Mapleton SD Unoccupied Building
  - 9.2. Tribal/Shared History
  - 9.3. Screen Time
  - 9.4. Restorative Justice and Practices
10. Public Comment on Items not on the agenda- Submit form [BDDH-AR](#) from Board Policy for prior approval
11. Comments from the Board
12. Executive Session per ORS 192.660(2)(d)
13. Adjournment

### Mapleton School Board Vision

- We strive to base all of our decisions on what is best for all students.

- We believe that all students can learn and must strive to attain high academic achievement and personal growth.
- We believe we must develop and nurture intellectual curiosity and a desire for discovery and achievement.
- We believe our curriculum must challenge, prepare and inspire all students to be successful at the next level of their lives; to work and live as contributing members in a diverse society.
- We believe that strong partnerships with parents and the broader community are essential to achieving the goals of education. As such, we exercise open and transparent district communication and provide opportunities for participation, dialogue and understanding.
- We believe it is essential to attract and retain the best staff members to serve the needs of our school community.
- We believe in supporting and empowering staff to continually improve instruction and student success in all modes of learning.
- We believe that adequate financial resources are essential for excellent outcomes.
- We believe in supporting and empowering our school community by treating everyone with dignity and respect.

## Jeron Ricks

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**From:** Sue Wilson <[swilson@mapleton.k12.or.us](mailto:swilson@mapleton.k12.or.us)>  
**Sent:** Thursday, June 1, 2023 4:34 PM  
**To:** Jeron Ricks  
**Subject:** Fwd: Resignation Letter

----- Forwarded message -----

From: **Abigail Lam** <[alam@mapleton.k12.or.us](mailto:alam@mapleton.k12.or.us)>  
Date: Tue, May 30, 2023 at 8:36 AM  
Subject: Resignation Letter  
To: Sue Wilson <[swilson@mapleton.k12.or.us](mailto:swilson@mapleton.k12.or.us)>

Dear Sue Wilson,

I am writing to formally resign from my position as an Educational Assistant at Mapleton Middle and High School for the upcoming school year. My last day will be June 7th, 2023, the last student day of the year. I have very much enjoyed my time working at Mapleton High School and am grateful for all that I have learned in the process. The culture of caring at this school has made working with both the students and staff a pleasure.

Please let me know if there is anything else that you need from me to make this transition a smooth one.

Best wishes and thank you again,  
Abigail Lam

**MAPLETON SCHOOL DISTRICT NO. 32**

**AND**

**MAPLETON EDUCATION ASSOCIATION**

**Collective Bargaining Agreement**

**July 1, 2023 – June 30, 2026**

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## **ARTICLE 1.0 – RECOGNITION**

### **1.1 Exclusive Representation**

Pursuant to the provision of ORS 243.650, the Board recognizes the Mapleton Education Association as the exclusive bargaining representative for all certified personnel employed one-half time or more.

### **1.2 Definition**

Half-time is defined as 50 percent (50%) or more of the time for full-time employees; i.e., three class periods and one preparation period or four and a half (4.5) hours inclusive of preparation time.

### **1.3 Exclusions**

Employees to be excluded from the bargaining unit shall be:

- Superintendent
- All Building Principals
- Any other person whose duties are primarily (51% or more time) supervisory
- Teachers employed less than 50% as defined in Article 1.2, above
- Substitute Teachers
- Teachers on ninety (90) days or less short-term temporary contracts
- Confidential employees
- Classified

### **1.4 Purpose**

The purpose of this article is to recognize the right of the bargaining agent to represent teachers in the bargaining unit in negotiations with the Board. Granting of recognition is not to be construed as obligating the Board in any way to continue any functions or policies. The Board reserves the right to create, combine or eliminate any position as, in its judgment, is deemed necessary.

### **1.5 Agreement Has Precedence**

Those policies, rules, regulations, procedures and practices which conflict with this Agreement shall be discontinued and considered null and void for members of this bargaining unit.

## **ARTICLE 2.0 – STATUS OF AGREEMENT**

### **2.1 Strikes and Lockouts**

Except as allowed by ORS 243.650 through ORS 243.782, the teachers, as individuals or as a group, will not initiate, cause, permit or participate, or join in any strike, work stoppage, or slowdown, picketing or any other restriction of work that affects the operation of the District. Disciplinary action, including discharge, may be taken by the District against any employee or employees engaged in a violation of this Article. Such disciplinary action may be taken at the option of the District and shall not preclude or restrict recourse to any other remedies, including an action for damages, which may be available to the District during the period of this Agreement.

There will be no lockout of employees in the bargaining unit by the District, as a consequence of any dispute arising during the period of this Agreement.

**2.2 Separability of Provisions**

If a court determines any item in this Agreement to in fact be in conflict with the laws of the State of Oregon or of the United States, it shall not be a binding part of this Agreement. Upon request of either the Board or the bargaining unit, the parties shall enter into negotiations for the purpose of attempting to arrive at a mutually satisfactory replacement for such provisions.

**2.3 Maintenance of Standards**

The District shall make a reasonable effort to maintain all general teaching conditions provided by this Agreement at not less than the highest minimum levels in effect at the time this Agreement is signed.

**2.4** This agreement shall be effective as of July 1, 2023, and shall be binding on all parties and shall remain in full force and effect through June 30, 2026.

The remainder of this Agreement shall automatically be renewed and be binding for additional periods of one year unless either the Board or the Association gives written notice to the other not later than seven (7) months prior (December 1 will make negotiations compatible with the budget calendar) to the aforesaid expiration date of the Agreement of its desire to modify the Agreement for a successive term or to terminate the Agreement.

**2.5 Compliance**

Any individual contract between the Board and a certified teacher employed half-time or more, heretofore and hereafter executed shall be subject to, and consistent with, the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.

**2.6 Printing**

Within thirty (30) days after the Agreement is signed, The District and Association shall execute two original copies of this Agreement. The Agreement will be posted on the District Website at: [www.mapleton.k12.or.us](http://www.mapleton.k12.or.us).



## 2.7 Funding

The parties recognize that the revenue needed to fund the compensation provided by this Agreement must be approved by established budget procedures.

All such compensation is therefore contingent upon sources of revenue. The District agrees to include, in its budget requests, amounts sufficient to fund the compensation provided by this Agreement. The District does not guarantee any level of employment in the bargaining unit covered by this Agreement.

## ARTICLE 3.0 – GRIEVANCE PROCEDURE

### 3.1 Purpose

The purpose of the grievance procedure is to, unless otherwise set forth in this Agreement, address, at the lowest possible level, disputes related to the provisions of this Agreement.

### 3.2 Definitions:

**3.2.1 A “Grievance”** is a complaint by a teacher, a group of teachers, or the Mapleton Education Association, based upon an alleged violation or misinterpretation of the expressed terms of this contract.

**3.2.2 Grievant** is the person, persons or Association making the claim.

**3.2.3 Party in Interest** is any person or persons who might be required to take action or against whom the action might be taken in order to resolve the claim.

**3.2.4 Representative** is an Association representative.

**3.2.5 Immediate Supervisor** is the employee who has direct supervisory responsibilities over the grievant.

**3.2.6 Day** shall mean a regular working school day, excluding non-contract Fridays, Saturdays, Sundays, vacation days and holidays.

**3.2.7 District** is Mapleton School District No. 32, Lane County, Oregon.

**3.2.8 Association** is the Mapleton Education Association.

### 3.3 Procedure

#### 3.3.1 Time Limits

It is important that grievances be processed as rapidly as possible. The number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual written agreement.

#### 3.3.2 Informal Level

Before presenting a written grievance, the grievant shall attempt to resolve the matter by an informal conference with his or her immediate supervisor, principal or other administrator who has jurisdiction in the matter. Teachers, at their discretion, may elect to be represented by a fellow teacher at this level.

#### 3.3.3 Level One – Principal or Immediate Supervisor or Other Administrator

1. If a dispute is not resolved at the informal level, the grievant and an Association representative shall present the grievance in writing on the appropriate form to the principal or immediate supervisor or other administrator who has jurisdiction in the matter within fifteen (15) days of the grievant's knowledge of an act, omission or event giving rise to the grievance.
2. The written statement of grievance shall include each part of the contract that has allegedly been violated or misinterpreted, the decision, if any, rendered at the informal conference; the specific relief requested. It shall be signed by the grievant.
3. The party to whom the grievance is directed shall communicate his or her decision to the grievant in writing within five (5) days after receiving the written grievance.

#### **3.3.4 Level Two- Superintendent**

1. If the grievant or the Association is not satisfied with the disposition at Level One, or if no decision is rendered within five (5) days after the presentation of the grievance, the grievant or the Association may appeal the grievance to the superintendent by delivering a written notice of appeal to the superintendent's office within ten (10) days after receiving the decision, or lack of one, at Level One.
2. The appeal shall include a copy of the original grievance, the decision rendered, if any, a concise statement of the reasons for the appeal, and the specific remedy requested.
3. The superintendent shall hold a hearing with the grievant and a representative within ten (10) days of receipt of the grievance at Level Two. He/she shall render his/her written decision and communicate this decision to the parties in interest within five (5) days following the hearing.

#### **3.3.5 Level Three- Board**

1. If the grievant or the Association is not satisfied with the superintendent's disposition of the grievance at Level Two, the grievant or the Association may appeal the grievance to the Board of Directors of the District. Such appeal shall be made in writing within five (5) days after a decision by the superintendent, or if no decision has been rendered by the superintendent then such appeal shall be made within fifteen (15) days after the superintendent's hearing.
2. The appeal shall include a copy of the original grievance, the decisions rendered by the principal or immediate supervisor or other administrator and by the superintendent, a clear concise statement of the reasons for appeal, and the specific remedy requested.
3. The Board shall hold a hearing on the appeal not later than its second regular meeting following the filing of the notice of appeal from the superintendent's decision. The Board shall allow time for oral presentation by the parties in interest, or their representatives.
4. The Board shall render its decision in writing to the parties in interest not later than ten (10) days after the close of the hearing.

### **3.4 Miscellaneous**

#### **3.4.1 Rights of Employees to Representation**

Any grievant may be represented at Steps 1-3 of the grievance procedure by him or herself or by an Association representative as provided herein. When the Association does not represent the employee, the Association shall have the right to be present at all formal stages of the grievance procedure (ORS 243.666).

**3.4.2 Group Grievance**

A group grievance may be filed when an alleged violation affects a group of employees. The number and names of all employees affected by a group grievance and the Association upon request shall provide the specific remedy sought for each.

**3.4.3 Written Decisions**

Decisions rendered at all levels, except at the informal level, shall be in writing setting forth the decision and the reasons for it. That document shall be transmitted promptly to all parties in interest.

**3.4.4 File of Grievance Papers**

All documents, communications and records dealing with the grievance shall be designated confidential information and shall be filed in a separate grievance folder. No person other than the parties in interest, their representatives and the District's supervisors or administrative staff shall have access to the separate grievance folder without the consent of the grievant.

**3.4.5 Forms**

Forms for filing grievances, serving notices, making appeals, making reports and recommendations, and other necessary documents shall be prepared jointly by the superintendent and the Association and given appropriate distribution in order to facilitate operation of the grievance procedure.

**3.4.6 Privacy**

Except as otherwise provided by law, meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives.

**3.4.7 Reprisals**

No reprisal shall be taken by the District or any member of the administration against any party in interest, any representative, any member of the Association, or any other participant in the grievance procedure by reason of such participation. No reprisal shall be taken by the Association, its agents or members, or nonmembers represented by the Association against the School District Board of Directors, the District's administrators or any participant in the grievance procedure by reason of such participation.

**3.4.8 Alterations**

The chronology of appeal procedures may be altered, if all parties in interest agree in writing.

**3.4.9 Investigation**

The parties agree to provide each other with relevant information to foster effective processing of grievances.

**3.4.10 Exclusions and Due Process**

No dismissal or nonrenewal of a teacher, as defined under ORS 342.815 through ORS 342.930, shall be grievable under this grievance procedure. However, prior

to any final actions by the Board on termination of a teacher's contract, the teacher affected shall be granted the following due process rights:

1. Written notification of pending action;
2. Upon request, the opportunity to present arguments and testimony on his/her behalf to the School Board in accordance with Oregon Statute.

## ARTICLE 4.0 – COMPENSATION

### 4.1 Basic Salary and Index Schedules:

#### 4.1.1 Salary

For 2021-2023 basic compensation for teachers shall be in accordance with Appendix A-1, which by this reference is incorporated herein. The base salary for 2023-2026 shall be \$40,000.

### 4.2 Method of Payment

Teachers will be paid 1/12 of their salary on the fifteenth (15th) of each month. If the 15th falls on a non-workday, payday shall be on the last workday prior to the 15th. The final check issued in June includes 3/12 for the summer months. If the 15th of June falls on a non-workday for the Business Office, payday shall be on the last Business Office workday prior to the 15th. Requests for advance or early payment on the summer pay cannot be honored.

### 4.3 Extra Duty Wage

The extra duty wage for non-stipend activities related to certified duties (ie. Friday School, approved curriculum work or summer work, etc.) shall be 0.1% of the base BA level salary.

**4.3.1** Event Assistance pay will be provided to staff for assistance with events outside of the school day which do not correspond to their contracted positions. (ie. Sports support, dance chaperone, etc.) Hours should be entered on a timecard and approved by the relative administrator.

### 4.4 Travel Expense

Teachers attending approved conferences or transporting students to approved competition or conferences will be reimbursed for mileage. Reimbursement for mileage will be based on the Internal Revenue Service rate at the time the expense is incurred. If a District vehicle is available and is a reasonable substitution for a personal vehicle (as determined by an administrator), reimbursement for travel by a private vehicle will be reimbursed at 75% of the IRS rate. Meals will be reimbursed at the rates listed below. Special scheduled breakfasts, lunches, or banquets will be reimbursed at their stated cost. All expenses will be reimbursed upon the basis of the reimbursement claim form with receipts attached. Overnight trips will be paid at per-diem rates prior to event, with a two (2) week notice and administrative approval. Per-diem will not be calculated when the meal is included with the event.

Breakfast	Lunch	Dinner
\$15.00	\$20.00	\$30.00

**4.5 School Closure/ Inclement Weather**

In the event of a situation beyond the control of the Board that requires the closing of schools, teachers may be required to report for work at the discretion of the superintendent. Teachers who are unable to report to work because of adverse weather conditions or other unforeseen circumstances shall be given the opportunity to make up missed days so that no reduction in pay results. Any pay reduction from missed days that are not made up will be from the summer (school) paycheck. Up to two inclement weather days may be made up through documentation of how teacher time was spent as long as student seat time is not affected. The time made up shall be in such increments as time missed.

**4.6 Extended Contract**

Teachers with teaching contracts of more than 169 days shall be reimbursed at the rate of 1/169 of their base pay for each day beyond 169.

**4.7 Tuition Reimbursement**

**4.7.1** The maximum tuition reimbursement paid will not exceed \$3,000 per person per fiscal year within the School District’s budget unless all applicants have been fully reimbursed and funds remain. Reimbursed classes must be pre-approved in writing by an administrator and must show a direct value to the students of the District. Classes requested by the District shall be reimbursed. The employee must notify the District (submit official transcript and receipt) by June 1 to qualify for reimbursement. Such reimbursement shall be made on or before the June pay period.

**4.7.2** The total District expenditure for work completed during the prior fiscal year and summer shall not exceed the following schedule:

- 2023-2026 \$10,000 per contract year

**4.7.3** If the eligible reimbursement applied for exceeds the District’s commitment in any one year, the District shall pay applicants an equal percentage portion of their eligible tuition claim.

**4.8 Insurance Benefits**

**4.8.1** Coverage for insurance benefits shall be twelve (12) consecutive months. Employees who terminate at the end of the school year will have their coverage continued until September 30<sup>th</sup> or until new coverage with another employer becomes effective, whichever comes first. New employees who are hired at the beginning of the school year will have their coverage start October 1<sup>st</sup>. The District shall provide \$20,000 employee life insurance, \$20,000 employee accidental death/dismemberment and 90 day/60% employee long term disability.

In 2023-2026 the District will offer tiered rate insurance for employees with .75% FTE or higher at the following rates:

Insurance Plan	Employee	District HSA
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	Responsibility	Contribution
Medical		
Moda Plan 1	Difference between selected level of Plan 1 and	
Plan 3 per month	\$0	
Moda Plan 3	\$0	\$0
Moda Plan 6	\$0	\$150/mo
Dental		
Premier Plan 1	Difference between selected level of Plan 1 and Plan 6 per	
month		
Premier Plan 6	\$0	
Exclusive PPO	\$0	
Willamette Dental	\$0	
Vision		
Opal Plan	Difference between selected level of Opal and Pearl	
Plans per month		
Pearl Plan	\$0	
VSP Choice Plus Plan	\$0	

Employees whose assignment is between .50 and .74 FTE will be eligible for the District contribution for insurance at the same percentage rate as their employment (i.e.; .74FTE receives 74% of the monthly District insurance benefit).

- 4.8.2** The District will begin paying the new rate each year on the first day of the “insurance year,” that is currently October 1 of each year.
- 4.8.3** For the duration of this Agreement, the Association agrees to appoint representatives to a Joint Insurance Review Committee and to cooperate with this committee’s efforts to review available insurance programs and carriers and make recommendations for cost effective changes.
- 4.8.4 Employee Health Insurance Opt-Out**  
Any teacher who has other eligible comprehensive group medical insurance coverage may choose to Opt Out of the District’s insurance. Eligible coverage is determined by Oregon Educator Benefit Board’s Administrative Rule Division 40 (Declination of Coverage). If a teacher chooses to Opt Out they are entitled to receive a monthly stipend. The monthly Insurance Opt Out stipend is set at \$550. The teacher must complete the Employee Opt Out Form annually and provide a copy of their insurance card as proof of coverage. Employees whose assignment is between .50 and .74 FTE will be eligible for the monthly Insurance Opt Out Stipend at the same percentage rate as their employment (i.e.; .74FTE receives 74% of the \$550 Opt Out Stipend).

Should the District be assessed as a result of the employee's choice to waive coverage as contemplated by this provision, the stipend may be reduced by any fees and/or penalties paid by the District.

#### **4.8.5 Health Savings Account**

If a certified employee selects a high deductible plan that can be partnered with a Health Savings Account (HSA) per federal regulation, an employee may contribute funds beyond the District contribution of \$150 per month to bring the total employer and employee contributions up to the IRS allowable maximum for the calendar year.

### **4.9 Payroll Deduction**

**4.9.1** The District agrees to make payroll deductions from the salaries of its regular teachers, as requested in writing by the individual teacher, and make remittance to the appropriate agency, as per Board policy.

**4.9.2** Prior to the first dues deduction of the school year, and then for any employee who becomes a member of the Association after the start of the school year, the Association shall notify the District of bargaining unit members who have elected to have dues deducted from their paychecks and shall identify the dues to be deducted from each. The Association shall also notify the District when a bargaining unit member should no longer have dues deducted. The District shall enact dues deduction changes on the pay period following a notification.

#### **a. Processing OEA/NEA/MEA Dues Deductions and Data**

Dues deductions shall be made monthly in an amount equal to one-tenth (1/10) of annual dues, commencing with the month of September and continuing through the June pay period. Deductions for employees who join the Association after the beginning of the school year shall be prorated on a ten-month proration schedule.

**b.** The District and association agree to abide by ORS 243.650-243.782 and 652.610. If the preceding ORSs are repealed, the requirements will continue to be fulfilled until further negotiations. **Change in Employment Status**

The District shall promptly notify the MEA President whenever an employee in the bargaining unit is placed on an unpaid leave of absence, retires, is laid off or resigns.

**4.9.3** The employees agree to hold the District harmless against any and all claims, suits, orders, or judgments brought against the District as a result of the provisions of this Article, except when the fault lies with the Board/ or its agent.

### **4.10 Education Placement on Salary Schedule.**

Verification of hours earned shall be by official university or college transcripts filed with the superintendent's office.

All certified personnel will be placed in the (vertical) columns according to degrees held and credit hours earned. The District will count for initial placement in advanced columns those credit hours taken and completed after the date on the initial teaching certificate. (However, a teacher who earned a bachelor's degree in the direct subject area in which he/she is hired to teach, before earning a teacher's certificate, may have hours counted beginning after the date of the bachelor's degree if the hours meet all other contractual requirements.) Graduate hours marked on the transcript as reserved for graduate credit but taken before the award of the bachelor's degree and not counted towards the bachelor's degree will count toward placement on the salary schedule.

#### **4.11 Advancement on Schedule**

**4.11.1** Credits for placement shall be counted on a quarter credit standard with semester credits being multiplied by 1.5 for quarter value. Credits counting toward degree plus status (ie. BA+12, MA+24) shall be graduate credits earned after the degree is awarded, undergraduate level courses pertaining to specific certifications may be counted with Superintendent approval.

**4.11.2** To move horizontally on the salary schedule after initial placement, certified personnel must provide official transcripts by October 1<sup>st</sup> to the human resource's department. The teacher must earn a grade of "C" or better ("pass" on a pass/no pass system).

#### **4.12 Extra Duty Stipends**

Extra duty stipends for 2023-2026 shall be in accordance with appendices A-2 and A-3, which by this reference are incorporated herein.

**4.12.1** In filling extra duty positions, the District shall make every effort to seek qualified volunteers from the District staff and community members; if positions remain unfilled, the District retains the right to assign staff to these positions.

**4.12.2** Extra duty contracts shall be issued separately from teaching contracts.

**4.12.3** Evaluation of extra duty performance shall be separate from and in addition to evaluations of teaching performance.

#### **4.13 Public Employees Retirement System**

The District shall "pick-up", assume, and pay the employee contribution for members eligible to participate in the Public Employees Retirement System (PERS), and/or the OPSRP fund. The full amount of the required employee contributions "picked-up" or paid by the District on behalf of employees shall be considered as "salary" within the meaning of the law for purposes of determining an employee member's "final average salary" within the meaning of the law (ORS 238.005(8) and ORS 238A.130) but shall not be considered as "salary" for the purposes of determining the amount of employee contributions required to be contributed pursuant to the law. Such "picked-up" or paid employee contributions shall be credited to employee accounts pursuant to the law and shall be considered to be employee contributes for the purpose of the law." Pursuant to ORS 238A.335 (2)(a), the parties agree that employee compensation has been reduced in



order to generate the funds needed to make these employee contributions; the employer will file any required notices with the Public Employees Retirement Board.

**4.15 403(b) Program**

4.15.1 The employees may participate in a District organized plan operating within the parameters of Section 403(b) of the Internal Revenue Code. The IRS rules and regulations governing 403(b) contributions will supersede any contractual obligations of the parties.

4.15.2 Upon commencement of an employee's fourth (4) year as a certified employee, the District will provide a \$15 per month matching contribution in the employer's name to the 403(b) plan.

**ARTICLE 5.0 – CALENDAR**

**5.1 School Calendar**

It is recognized that the Board has the right to establish the annual school calendar. It has been established that the District will operate under a four-day school week. Annually, prior to the final adoption of the school calendar by the Board, the proposed calendar(s) shall be submitted to the Association for review and recommendations.

**5.1.1** Seven (7) Professional Development Days will be included in the school calendar. Each Professional Development Day shall be scheduled to provide at least two (2) uninterrupted, contiguous hours set aside for teachers to work in their classrooms. Any exception to this schedule must be approved by the majority of certified participants.

**5.1.2** The District will compensate teachers at the Extra Duty Wage for attendance at required events with the exception of Open House, Parent/Teacher Conferences and one additional event as assigned by the Administrator.

**5.2 Work Year**

Contract days in the school calendar shall be as follows: Minimum of 159 days with a maximum of 169 days.

**5.2.1** If days are to be eliminated the Association will be given a 45 calendar day notice.

**5.2.2** All days to be eliminated will be agreed upon between the Association and the District.

**5.3 Holidays**

Paid holidays shall be Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, New Year's Day, the third Monday of January (MLK Day), and Memorial Day.

**5.4 Statewide Teacher In-service Day**

Statewide Teacher In-service Day shall not be a teaching or a contract day.

**5.5 Work Schedule**

Teachers shall adhere to the daily schedule and shall make no commitments that will preclude their being present for their assigned responsibilities. Teachers shall not leave the building to which they have been assigned without the consent of the building principal or person in charge.

**5.6 Workday**

The normal workday for teachers shall be nine (9) hours during instruction days and (8) hours on non-instructional days. Each day will include a minimum of one-half (1/2) hour duty-free lunch.

**ARTICLE 6.0 – DISTRICT DUTIES**

**6.1 Management Rights**

The Board, on its own behalf and on behalf of the electors of this District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon, and invested in it, by the laws and the Constitution of the State of Oregon and of the United States, including, but without limiting the generality of the foregoing, the right:

- 6.1.1** To the executive management and administrative control of the school system and its properties and facilities, and school-related activities of its employees;
- 6.1.2** To hire all employees and, subject to the provision of law and this Agreement, to determine their qualifications, and the conditions for the continued employment, or their dismissal or demotion;
- 6.1.3** To establish grading systems and course of instruction, including special programs; and to provide for athletic, recreation and special events for students, all as deemed necessary or advisable by the Board;
- 6.1.4** To exercise final authority upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature;
- 6.1.5** To determine class schedules, the hours of instruction and the duties, responsibilities, and assignments of teachers with respect thereto, and extracurricular activities, and the terms and conditions of employment.

**6.2 Limitations**

The exercise of the foregoing powers, right, authority duties and responsibilities by the Board; the adoption of policies, rules, regulations and practices in furtherance thereof; and the use of judgment and discretion in connection therewith shall be limited only by the specific and expressed terms of this Agreement, and then only to the extent such specific and expressed terms hereof are in conformance with Constitution and laws of the State of Oregon and the Constitution and laws of the United States.

**6.3** Nothing in this Agreement shall be interpreted as interfering in any way with the Board’s right to alter, rearrange, change, extend, limit or curtail its educational operations or any part thereof, unless specifically provided for in this Agreement.

## ARTICLE 7.0 – RIGHTS OF TEACHERS

### 7.1 Organizing

Teachers shall have the right to organize, join, and assist the Association to participate in professional negotiations with the Board through representatives of their own choosing; and to engage in other activities, individually or in concert, for the purpose of establishing, maintaining, protecting, or improving conditions of professional service.

### 7.2 Conformance with Law

Nothing contained herein shall be construed to deny any teacher his/her rights under the constitutions and laws of the United States and the state of Oregon, or under applicable laws and regulations.

### 7.3 Required Meetings or Hearings

Whenever any teacher is required to appear before the Board, concerning a matter which could adversely affect the continuation of that teacher in his/her office, position, or employment, or the salary or any increments pertaining thereto, then he/she shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association or legal counsel as approved by the Association present to advise and represent him/her during such meeting or interview. Any suspension of a teacher pending charges shall be with pay. Nothing in this section shall be interpreted to restrict the superintendent from consulting with staff members to gather information or give direction or clarification without a representative of the Association being present.

### 7.4 Evaluation of Students

Within the framework of statewide and District standards, the teacher shall maintain the right and responsibility to determine grades and other evaluations of students relating to their classroom performance. No grade or evaluation given by the teacher shall be changed without the approval of the teacher, unless the student, parent(s) or legal guardian(s) file an appeal with the building principal within six (6) months of the issuance of the grade or other evaluation. The principal may change the grade, establish additional requirements or refuse the appeal.

**7.4.1** The Board shall hear appeals not resolved to the satisfaction of either party.

**7.4.2** The Board may change the grade, establish additional requirements, or refuse the appeal.

**7.4.3** The Board's decision shall be final and binding.

**7.4.4** If the teacher has left the District or is otherwise unavailable, the principal shall appoint a teacher as a representative.

### 7.5 Criticism

Any questions or criticism by a supervisor, administrator, or Board member of a teacher and his/her instructional methodology shall be made in confidence and not in the presence of students, patrons or other public gatherings. This does not prohibit teachers

and Board members from sharing non-confidential concerns with each other at Board meetings.

**7.6 Association Identification**

No teacher shall be prevented from wearing pins or other identification of membership in the Association or its affiliates.

**7.7 Discipline**

No teacher in the bargaining unit shall be disciplined, reprimanded or reduced in rank or basic salary without just cause. Any violation of this provision may be used as a basis for grievance; however, this article does not apply to the dismissal of contract (permanent) or probationary teachers or the nonrenewal of probationary teachers' contracts (such matters are excluded because they are governed by Fair Dismissal Law).

**7.8 Personnel Files**

The official files of all teachers are confidential and shall be kept in the central office. Personnel files are the property of the District; therefore, a teacher may examine, attach a rebuttal to materials, or add relevant materials of his/her own choosing only in the central office under the supervision of the superintendent. The District shall provide the same confidentiality to electronic files as it provides physical files and all rights pertaining thereto.

**7.8.1** The District will make available a copy of any document required of the teacher for his/her own file. The teacher may be required to pay the actual cost of the copy.

**7.8.2** The teacher may name, in writing, any other person than him/herself who may examine his/her personnel file.

**7.8.3** The personnel file maintained in the District office shall be the sole repository for any and all materials related to the employment of each teacher. A principal may keep a working file to assist in supervision.

**7.8.4** Teachers shall receive copies of any and all materials placed in their personnel file at the time of original placement.

**7.8.5** Material not available to the teacher will not be used by the District when considering demotion, discharges, discipline or other involuntary changes in employment status.

**7.9 Nondiscrimination**

The employees and the Board affirm their adherence to the principles of free choice and agree they shall not discriminate against any employee covered by this Agreement on any basis protected by law including but not limited to an individual's perceived or actual race, color, religion, gender, sexual orientation, gender identification, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veterans' status or membership or non-membership in any organization. All references to employees in this Agreement designate both sexes and when the male gender is used, it shall be construed to include both male and female employees.

**7.10 Preparation Time**

**7.10.1** Elementary teachers shall have a minimum of four (4) hours of increments of not less than thirty (30) minutes of their regular workweek assigned for lesson planning and grading of papers. The District will provide a reasonable amount of time for two (2) fifteen (15) minute relief periods within the nine (9) hour workday. The District shall not call any meetings after student dismissal on two days of the week except in emergency situations.

This provision shall apply only for full school weeks; however, prep time shall be pro-rated equally in weeks less than four (4) days.

**7.10.2** Secondary teachers shall have a minimum of four (4) hours of increments of not less than thirty (30) minutes of their regular workweek assigned for lesson planning and grading of papers.

Prep time shall be pro-rated equally for school weeks containing less than four (4) days.

When the high school is on a block or modified block schedule, teachers shall receive not less than four hours of preparation time per week during full school weeks. However, in no case shall a teacher go more than one day without preparation time. (e.g. every other day.)

**7.10.3** Teachers may be required to substitute or perform other duties during his/her prep time. Teachers asked or required by building administration to perform other duties during his/her prep time shall be compensated for each half hour spent on administrative assigned duty during regularly scheduled prep time at the annual Oregon Department of Education Substitute Teacher Pay Rate.

**7.11 Duty-Free Lunch**

The District will provide each teacher with a thirty- (30) minute lunch period.

**7.12 Safe Working Conditions**

Teachers shall not be required to work under unsafe or hazardous conditions or to perform tasks that endanger their health, safety or well-being.

**7.13 Notice of Assignments**

Teachers who were employed by the District during any given year shall be notified in writing of their tentative teaching assignment(s) for the following school year no later than June 1<sup>st</sup>. If assignment changes are made after June 1<sup>st</sup>, the teacher will be notified as soon as possible.

**Non-instructional Duty Limitations for Certified Staff.** The District will attempt to limit the non-instructional duties assigned to a teacher through the use of assistants or volunteer parent help.

## ARTICLE 8.0 – LEAVES

### 8.1 General Conditions

**8.1.1** It is expected that teachers will be on duty during their contract days, unless a situation beyond their control prevents their presence. Teachers violating this provision are subject to discipline.

### 8.2 Sick Leave

- 8.2.1** Sick leave is provided in the amount of ten (10) days per year or one day per month employed, whichever is greater. An unlimited number of sick leave days shall be accumulated. Sick leave may be taken in increments of one (1) hour.
- 8.2.2** All unit members shall be credited with their full annual sick leave benefits on their first contract day of the school year. Upon request, teachers shall be given a written accounting of their use and accumulation of sick leave. Unit members terminating before the end of their service contract days who have used more days of sick leave than entitled by their service days shall have the pay for those days deducted from their balance of contract check.
- 8.2.3** A new unit member may transfer all accumulated sick leave from their previous employer provided that the accumulation is verified by the administration of said district and the individual has not retired with PERS. The transfer of said sick leave from another school district shall become effective on the thirty-first (31<sup>st</sup>) working day in the District.
- 8.2.4** Sick leave shall cover absences covered by ORS 332.507, the Oregon Family Leave Act (OFLA) ORS 659A.150 to ORS 659A.186, the Oregon Sick Time Law ORS 653.601 to ORS 653.661, and PFMLI pickup ORS 657B.030.
- 8.2.5** When an employee uses sick leave for a foreseeable absence, the employee shall make a reasonable effort to schedule the sick leave in a manner that does not unduly disrupt the operations of the District. For example, the employee shall attempt to schedule medical or dental appointments during the beginning or end of the business day on days when no staff meetings or trainings are scheduled.
- 8.2.6** Sick leave shall be used without loss of pay, up to the total days accumulated by the employee. Any absence authorized as sick leave in excess of the unit member's accumulated sick leave shall be without pay. A unit member who is absent five (5) consecutive days on sick leave may be required to furnish a physician statement that the illness, injury or maternity-related disability prevents the unit member from working.
- 8.2.7** Accrued sick leave may be used at the unit member's option while on parental leave (birth, adoption, and/or foster care placement of a child).
- 8.2.8** Two weeks of sick leave may be used at the unit member's option while on bereavement leave to make funeral arrangements, attend the funeral or to grieve a family member who has passed away. Two days of sick leave may be used at the unit member's option while on bereavement leave to make funeral arrangements, attend the funeral or to grieve a non-family member who has passed away.

- 8.2.9 All requests for use of sick leave shall be approved by the Superintendent or his/her designee.
- 8.2.10 Except as otherwise provided by law, unused sick leave shall not be compensated upon termination except as reported to PERS upon retirement of an employee.
- 8.2.11 Any unit member obtaining sick leave benefits by fraud, deceit, or falsified statements shall be subject to disciplinary action.

### **8.3 Personal Leaves**

- 8.3.1 Four (4) days of Personal Leave will be granted for employees. Forty-eight (48) hours advanced notice shall be required, except in cases of emergency.
- 8.3.2 Any unused Personal Leave shall be paid out at the current certified sub rate in the June payroll.
- 8.3.3 Personal Leave is defined as necessary time off for personal matters, business, legal affairs, etc. when said time off cannot be arranged outside of normal working hours. There will be no leave for early travel before and after vacation (travel immediately subsequent to vacation) or for any activity that involves monetary compensation to the employee.

### **8.5 Legal Leave**

- 8.5.1 Teachers shall be granted leave with full pay for service on jury duty or for appearances in any legal proceeding with the school system or in any other proceeding, if the teacher is required by law to attend and which the teacher and the District or Board are co-plaintiffs, co-defendants or where the teacher has been called as a witness by the District.
- 8.5.2 An employee who is excused from jury service during that day prior to 11:00 a.m. shall immediately return to school to complete his/her assignment for the remainder of the regular workday.
- 8.5.3 The Board will, upon the request of any teacher, furnish an affidavit to the court requesting exemption of the teacher from jury duty.

### **8.6 Military Leave**

Military leave shall be allowed in accordance with federal and state laws relating to such leaves.

### **8.7 Unpaid Leave**

- 8.7.1 Teachers who have exhausted regular sick and special leave allowances and who are unable to return to duty because of illness, accidents or other unforeseen

circumstances shall be granted an extension of twenty (20) school days of unpaid special leave. If the teacher is still unable to return to duty at the end of the twenty (20) days period, the School Board shall place the teacher on leave without pay for the remainder of the school year, unless state and/or federal law dictates otherwise.

**8.7.2** The Board may grant an unpaid leave of absence up to one (1) school year in duration to a requesting employee. Such requests may include, but are not limited to, professional development leave.

**8.7.3** Upon request, an unpaid leave shall be granted to a pregnant employee who chooses not to utilize sick leave or who has insufficient accumulated sick leave. This leave will be concurrent to any leave provided for in OFLA.

**8.7.4** Granting of any unpaid leave shall guarantee the employee the right to return to the same or similar position within the District. Return to employment in the District shall be subject to the provisions of Article 10 (Reduction in Force) and proper certification where curricular changes have occurred. Upon return, the employee shall retain any unused sick leave, seniority and any other benefits.

## **8.8 State and Federal Leave**

**8.8.1** The District and Employee shall abide by the rules of OFLA, FMLA, and PFMLI as required and determined appropriate.

## **ARTICLE 9.0 – PERSONAL AND ACADEMIC FREEDOM**

### **9.1 Personal Life**

The personal life of an employee is not a matter of appropriate concern or attention of the Board. However, to the extent that an employee's conduct affects or interferes with his or her responsibilities to and relationship with a student or the District, it may become a matter of concern or even discipline by the District.

### **9.2 Citizenship**

Employees shall be entitled to full rights of citizenship and no religious or political activities of any employee or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such employee, providing said activities do not violate any local, state or federal law.

### **9.3 Academic**

The Board and the Association subscribe to all federal and state law governing academic freedom and will take all steps necessary to support the law.

### **9.4 Criticism**

Any questions or criticism by a teacher of a board member or administrator shall be made in confidence and not in the presence of students, patrons or public gatherings. This does not prohibit teachers and board members from sharing non confidential concerns with each other at board meetings.



## **ARTICLE 10.0 – REDUCTION IN FORCE**

### **10.1 Reduction Notice**

If the Board is contemplating the layoff of any employees, it will so notify the Association as soon as the need for such a reduction is evident to the District. Such notice will be in writing and will include the proposed time schedule.

### **10.2 Order of Layoff**

The District shall follow ORS 342.934 when reductions in staff are necessary.

1. The procedure for reduction in teacher staff positions resulting from the District's lack of funds to continue in its educational program at its anticipated level or resulting from the District's elimination or adjustment of classes due to administrative decision shall be as follows. However, nothing in this section is intended to interfere with the right of a fair dismissal district to discharge, remove or fail to renew the contract of a probationary teacher pursuant to ORS 342.835.
2. The District shall make every reasonable effort to:
  - a. Transfer teachers of courses scheduled for discontinuation to other teaching positions for which they are licensed and qualified.
  - b. Combine teaching positions in a manner which allows teachers to remain qualified so long as the combined positions meet the curriculum needs of the District and the competence specified in subsection (4).
3. In determining teachers to be retained when the District reduces staff the District shall:
  - a. Determine whether teachers to be retained hold proper licenses at the time of layoff to fill the remaining position.
  - b. Determine seniority of teachers to be retained calculated from the first day of actual service as teachers with District inclusive of approved leaves of absence. Ties shall be broken by drawing lots.
  - c. Determine competence of teachers, if necessary.
  - d. If the District desires to retain a teacher with less seniority than a teacher being released under this section, the District shall determine that the teacher being retained has more competence than the teacher with more seniority who is being released. Competence is defined as the ability to teach a subject based upon recent teaching experience related to that subject in the past ten (10) years, educational attainment within the last five (5) years, or both. Consistent with the definition of competence, however, so long as a teacher is already licensed in a given area, subject, or endorsement area at the time that a layoff is declared, the District may consider the willingness of the teacher to pursue additional training and educational preparation, at the cost of the employee, unless requested by the District.

### **10.3 Seniority List to Association**

Upon request by the Association, the superintendent will provide the Association with a list showing the seniority of each employee contracted by the board.

#### **10.4 Recall Procedures**

**10.4.1** Recall rights shall extend for up to twenty-seven (27) months from the time of layoff. In determining the order of recall, the District shall consider seniority, licensure, recalling in the reverse order of layoff if the teacher is certified for the vacancy. As an exception, the District may recall a less-senior teacher if the District can demonstrate that the less-senior teacher has more merit or competence than the more-senior teacher.

**10.4.2** At the time of layoff, the District shall provide laid-off employees the opportunity to express in writing a desire to return to the District. At the time of layoff, the employee will provide the District with an address to which notices shall be sent. In the event of a recall, the District shall notify an employee of recall by Certified Return Receipt sent to the last address given by an employee to the District office. The employee will have sixteen (16) calendar days from the receipt of such notice to return. Failure of a teacher to respond within the time herein specified shall terminate his/her rights to recall.

**10.4.3** No vacancy in the bargaining unit shall be filled until all laid-off employees have been offered a recall, provided they are certified for the vacancy.

### **ARTICLE 11.0 – TEACHER EVALUATION PROCEDURE**

#### **11.1 Purpose**

The major purpose of teacher evaluation is the improvement of instruction through identifying the strengths and weaknesses of the teacher and recommending specific suggestions for improvement of performance.

**11.2** The procedures used for teacher evaluation shall be in accordance with ORS 342.850(2)(b)(A) through (D). The District shall implement the evaluation process that includes:

1. The establishment of job descriptions and performance standards which include but are not limited to items included in the job description;
2. A pre-evaluation interview which includes but is not limited to the establishment of performance goals for the teacher based on the job description and performance standards;
3. An evaluation based on written criteria which include the performance goals;
4. A post-evaluation interview in which:
  - a. The results of the evaluation are discussed with the teacher; and
  - b. A written program of assistance for improvement is established, if one is needed to remedy any deficiency specified in ORS 342.865 (1)(a) inefficiency, (d) neglect of duty, including duties specified by written rule; (g) inadequate performance; or (h) failure to comply with such reasonable requirements as the

board may prescribe to show normal improvement and evidence of professional training and growth.

- 11.3** The performance of each teacher shall be either formally or informally evaluated in writing. Probationary teachers shall be formally evaluated at least two times during the school year. Teachers may request additional evaluations. If artifacts are to be used in the process, employees shall have the right to select their own artifacts so long as they are in alignment with professional growth and student learning goals.
- 11.4** Two (2) copies of the final evaluation shall be submitted to the teacher at the time of the personal conference or within ten (10) days thereafter: one copy is to be signed to be placed in the teacher's personnel file and one copy to be retained by the teacher. Teachers may attach written objections to evaluations in writing to the copy to be placed in the personnel file with a copy to the superintendent. Should the District move to an electronic evaluation document storage system, each employee who is being formally evaluated shall still receive a physical, date-stamped copy of all information used in the completion of the final document. The District shall provide the same confidentiality of electronic evaluation files the it provides for personnel files.
- 11.5** Observations of a teacher's work performance shall be conducted openly.
- 11.6** Within 4-5 working days of an observation/evaluation the observer/evaluator shall give the teacher a copy of the observation summary form. After receipt of the form the teacher may request written suggestions for improvement.
- 11.7** If the District determines that a written Program of Assistance is necessary, the employee shall be notified in writing with a copy to the Association president. The employee has the right to Association representation from the point of notification of intent to be placed on a program of assistance.
1. A program of assistance shall be implemented prior to any decision by the District to terminate employment where classroom performance standards have allegedly not been met. Plans will be written with a minimum duration of ninety (90) days, sixty (60) of which must be done prior to March 15. Should the employee not be placed on a program of assistance sixty (60) days prior to non-renewal, the teacher will be renewed, but may be placed on a program of assistance.
  2. It is understood a Program of Assistance is initially for the improvement of instruction and is limited to District/TSPC standards for classroom performance. The deficiencies and corrections shall be written as specifically as possible.
  3. A Program of Assistance is not to be used to discipline teachers and any disciplinary action will follow the standards of due process and progressive discipline.
  4. Nothing in this Article shall relieve a teacher from his/her responsibility to maintain satisfactory performance levels in all areas related to the effective fulfillment of teaching responsibilities, whether or not previously identified as an area of weakness.

5. The Program of Assistance will be developed by the evaluator with input from the employee and, at the employee's request, the Association.
6. All follow-up meetings with employees on Programs of Assistance shall be held at the end of the student contact day unless the employee has the last period as his/her preparation time in which case it may be held during the preparation time.
7. The use of peer assistance during Programs of Assistance is voluntary. No verbal or written records resulting from peer assistance will be used in any portion of the evaluation or Program of Assistance process.

## **ARTICLE 12.0 – VACANCIES AND TRANSFERS**

### **12.1 Definition of Terms**

- 12.1.1** A “vacancy” is a position in the bargaining unit that has become permanently vacated or one which has been newly created and which the employer intends to fill.
- 12.1.2** A “temporary vacancy” is a position designated as temporary or experimental, or a vacancy that occurs after the opening of school because of unanticipated enrollment or because of the death, disability, retirement, resignation, or dismissal of a permanent or probationary teacher.
- 12.1.3** A “voluntary transfer” request is one initiated by the teacher for a change in assignment to another bargaining unit curricular assignment in the same or in a different building.
- 12.1.4** An “involuntary transfer” is an administratively initiated change in assignment to another bargaining unit curricular assignment in the same or in a different building.

### **12.2 Posting of Vacancy Lists**

- 12.2.1** The District shall post in all school buildings a list of the known vacancies, including job descriptions, which will occur during the following school year.
- 12.2.2** Under normal conditions, no such vacancy shall be filled unless it has been posted for at least seven (7) calendar days.
- 12.2.3** Administrative or supervisory position vacancies shall be posted in the same manner as vacancies in the teacher bargaining unit.

### **12.3 Voluntary Transfers**

- 12.3.1** Teachers who wish to apply for transfer to a posted vacancy shall make a written request to the superintendent not later than the seventh (7<sup>th</sup>) calendar day following the posting of such vacancy.
- 12.3.2** Where other factors are equal, first consideration in assignment or transfer will be given to the incumbent applicant with the greatest number of years of service in the District. All candidates will be notified in writing when positions are filled.

### **12.4 Involuntary Transfers**

- 12.4.1** When a teacher is involuntarily transferred, he/she will have the opportunity to make known to the appropriate administrator his/her wishes regarding a new assignment.
- 12.4.2** Notice of an involuntary transfer will be given to the teacher as soon as possible.
- 12.4.3** When an involuntary transfer or reassignment is necessary because of enrollment decline, and when two candidates are equally qualified for the position to which one will be transferred, the teacher with the least seniority will be transferred.
- 12.4.4** An involuntary teacher transfer will be made only after a meeting between the teacher and the appropriate building administrator, at which time he/she will be given the reasons for the transfer.
- 12.4.5** When it becomes necessary for a teacher to transfer because of changes in enrolment or program, the District will give the transferred teacher first consideration over new hires in filling any vacancy for which the teacher is qualified and has expressed interest.
- 12.4.6** Transfer may not be used as a means of discipline.

### **ARTICLE 13.0 – MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE**

- 13.1** The Board retains the right to determine the duties and responsibilities of its employees as they pertain to student discipline. Instructions shall be reduced to writing and will be given to each teacher and reviewed at the start of the school year in-service.
- 13.2** Teachers may refer a student to the principal or other designated administrator for special assistance. Each teacher shall be responsible for maintaining proper control of his/her classroom/ teaching area.
- 13.3 Disruptive Students**  
When, in the judgment of the teacher, a student is, by his/her behavior, seriously disrupting the instructional program to the detriment of other students, the teacher may temporarily exclude the student from the classroom and refer him/her to the principal.

Such exclusion is subject to an IEP, Section 504 requirements or a behavior plan which may be in place for certain students. Legal requirements in state and/or federal law, and these documents, may prevent exclusion in certain cases.

Prior to return to the classroom in such cases, the principal or his/her representative shall arrange, under normal circumstances not later than the conclusion of the following school day, a conference among him/herself, the teacher and possibly an appropriate specialist to discuss the problem and decide upon appropriate steps for its resolution. When a teacher removes a student from the room, he/she shall remain in the responsibility of the teacher until the teacher informs the principal or his/her representative.

**ARTICLE 14.0 – Working Conditions**

- 14.1 The District and the Association will form a technology/curriculum development team. to meet annually to discuss the status of curriculum and technology. The goal will be to upgrade and integrate both and develop a training plan.
- 14.2 Curriculum Development: One In Service within the year will be moved to the start of school to use for curriculum development.

**ARTICLE 15.0 – COMPLAINT PROCEDURE**

- 15.1 The Board recognizes that the District employees seek to carry out their responsibilities in the best possible manner. However, there may be times when complaints are made against a District employee. A complaint is a written criticism made against an employee. It is the intent of the Agreement to provide a complaint procedure that will handle such complaints expeditiously and fairly.
- 15.2 If a complaint is made against a District employee to an administrator, Board member, or supervisor, such complaint shall be processed under the following circumstances:
  - 1. If the administrator or supervisor intends to make a record in the evaluation report of a complaint received concerning an employee;
  - 2. If the administrator or supervisor intends to record such complaint in the employee’s personnel file, or take any disciplinary action against the employee.
- 15.3 In compliance with section 15.2 above, a conference between the administrator(s) or supervisor(s) shall be held with the employee, and representative if desired, within ten (10) working days after the complaint is made. The complainant shall be identified. The complaint shall be available to the employee, in writing, at the time of the conference. The administrator(s) or supervisor(s) shall attempt to resolve the matter to the satisfaction to all parties.
- 15.4 If the complainant remains dissatisfied, the complainant may appeal to the Board.
- 15.5 The teacher shall have the right to representation at all levels.

**ARTICLE 16.0 –RETIREMENT**

- 16.1 Employees are eligible for the retirement stipend provided by the District. Any employee is eligible for the below amount for one month per year of PERS eligible service to Mapleton School District.

Years of PERS eligible service in District	Percent of the cost of the tiered rate for the lowest “Employee Only” Medical plan through OEBC for which Mapleton currently subscribes
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30+ Years	100%
25+ Years	75%
20+ Years	50%

**ARTICLE 17.0 – FUNDING**

- 17.1** The Board may, if it experiences any unexpected major revenue change which in its discretion would affect the Board’s ability to fund the economic provisions of this Agreement, present evidence of the revenue shortfall and request to reopen negotiations regarding only the economic provisions of this Agreement. The Board will make the sole decision whether conditions in this section have been met, and whether the Agreement will be reopened.
- 17.2** Economic provisions are salary (including step and column movements), extra duty wages, tuition reimbursement, insurance, and contract days worked.
- 17.3** If the Board requests to reopen this Agreement (as per item 1 above), it will notify the Association in writing and the parties agree to meet no later than ten (10) working days after notice has been given to the Association to determine such need to bargain exists. Such bargaining, if necessary, will be under ORS 243.712; however, the initial bargaining period shall be reduced to ninety (90) days.
- 17.4** This Agreement does not guarantee any level of employment.

**ARTICLE 18.0 – SIGNATURES AND EXECUTION**

The parties have indicated their acceptance of this Agreement by authorizing their representatives to formally sign this document.

**FOR THE ASSOCIATION:**

**FOR THE BOARD:**

\_\_\_\_\_  
MEA President

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTESTED TO BY:**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date



**Appendix A-1**  
2023-2024

	Restricted					
PROPOSED	License	BA	BA +45	MA/BA+60	MA+24/BA+84	MA+45/BA+105/PhD
1	40000	50000	56000	66000	72000	76000
2	42000	52000	58000	69000	75000	81000
3	44000	54000	60000	72000	78000	86000
4	44000	56000	62000	75000	81000	91000

2024-2025

	Restricted					
PROPOSED	License	BA	BA +45	MA/BA+60	MA+24/BA+84	MA+45/BA+105/PhD
1	40400	50500	56560	66660	72720	76760
2	42420	52520	58580	69690	75750	81810
3	44440	54540	60600	72720	78780	86860
4	44440	56560	62620	75750	81810	91910

2025-2026

	Restricted					
PROPOSED	License	BA	BA +45	MA/BA+60	MA+24/BA+84	MA+45/BA+105/PhD
1	40804	51005	57126	67327	73447	77528
2	42844	53045	59166	70387	76508	82628
3	44884	55085	61206	73447	79568	87729
4	44884	57126	63246	76508	82628	92829

## Appendix A-2

Assignment	Compensation	Additional Information
HS Student Council Advisor (I)	\$1,123	
MS Student Council Advisor (1)	\$843	
Honor Society Advisor (I)	\$562	
Junior Class Advisor (1)	\$1,348	Or 2 at 674
TAG Coordinator (I)	\$843	or 2 at 421
Yearbook Advisor (I)	\$1,208	
Drama (1)	\$770	
Sforza Faire (2)	\$562	
Talent Show Coordinator (I)	\$787	
Outdoor School Coordinator (1)	\$899	
Outdoor School Teacher (2)	\$899	
Leadership Team Member (2 certified (1 HS, 1 ES) and 1 classified staff)	\$550	
Friday School Teacher	Extra Duty Wage	
Extra Duty Wages	See Section 4.3 and 5.1.2	
Event Assistance Pay (see section 4.3.1)	Minimum Wage	

### **Appendix A-3**

<b>Position</b>	<b>Stipend</b>
Athletic Director	\$9,500
HS Boys Basketball Asst. Coach	\$2,295
HS Boys Basketball Head Coach	\$4,013
HS Football Asst. Coach	\$2,295
HS Football Head Coach	\$4,013
HS Girls Basketball Asst. Coach	\$2,295
HS Girls Basketball Head Coach	\$4,013
HS Track Asst. Coach	\$2,295
HS Track Head Coach	\$4,013
HS Volleyball Asst. Coach	\$2,295
HS Volleyball Head Coach	\$4,013
MS Boys Basketball Asst. Coach	\$1,307
MS Boys Basketball Head Coach	\$1,712
MS Football Head Coach	\$1,712
MS Football Asst. Coach	\$1,307
MS Girls Basketball Asst. Coach	\$1,307
MS Girls Basketball Head Coach	\$1,712
MS Track Asst. Coach	\$1,307
MS Track Head Coach	\$1,712
MS Volleyball Asst. Coach	\$1,307
MS Volleyball Head Coach	\$1,712

# Mapleton School District 2023-2024 Calendar

2023-24 will be a 4 day school week.  
Classes will be Monday–  
Thursday – unless otherwise noted

Elementary Hours: 8:10am-3:35pm  
MS/HS Hours: 8:10am-3:48pm

JULY 2023						
S	M	T	W	Th	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					

JANUARY 2024						
S	M	T	W	Th	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 New Year's Day No School
- 2 School Resumes
- 15 MLK Day/No School
- 25 End of 2<sup>nd</sup> Nine Weeks
- 26 Teacher Grading Day

17 Student Days  
20 Teacher Days

**22-24 Student Registration**  
28-30 In service  
31 Professional Development Day

AUGUST 2023						
S	M	T	W	Th	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		

FEBRUARY 2024						
S	M	T	W	Th	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		

- 9 Professional Development Day
- 19 President's Day/ No School

16 Student Days  
17 Teacher Days

- 4 Labor Day/No School
- 5 **First Day of School 1<sup>st</sup>-12<sup>th</sup>**
- 11 **First Day Kinder and Pre-K**
- 15 Professional Development Day

SEPTEMBER 2023						
S	M	T	W	Th	F	S
						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

MARCH 2024						
S	M	T	W	Th	F	S
						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						

- 8 Professional Development Day
- 25-31 Spring Break/No School

12 Student Days  
13 Teacher Days

20 Professional Development Day

OCTOBER 2023						
S	M	T	W	Th	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				

APRIL 2024						
S	M	T	W	Th	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				

- 4 End of 3<sup>rd</sup> Nine weeks
- 5 Teacher Grading Day
- 18 Evening PT Conferences
- 19 Morning PT Conferences

18 Student Days  
20 Teacher Days

- 2 End of 1<sup>st</sup> Nine Weeks
- 3 Teacher Grading Day
- 11 Veteran's Day
- 16 Evening PT Conferences
- 17 Morning PT Conferences
- 20-24 Holiday/No School

NOVEMBER 2023						
S	M	T	W	Th	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		

MAY 2024						
S	M	T	W	Th	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	

- 17 Professional Development Day
- 27 Memorial Day/No School
- 30 **Last day for Seniors**

17 Student Days  
19 Teacher Days

- 1 Professional Development Day
- 18-29 Winter Break/No School

DECEMBER 2023						
S	M	T	W	Th	F	S
						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						

JUNE 2024						
S	M	T	W	Th	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						

- 8 Graduation
- 13 **Last Day for all Students/Half Day**  
End of 4<sup>th</sup> Nine Weeks
- 14 Teacher Grading Day

8 Student Days  
9 Teacher Days

Updated 5/15/2023

**Mapleton School District 2023-2024 Calendar**

	143 Student Contact Days
	3 In-service Days
	7 Professional Development Days
	2 Parent Teacher Conference Days
	4 Grading Days
	7 Paid Holidays: Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Jr. Day, and Memorial Day
166 Total Contract Days	
	1 Hour Late Start (Staff PD)

**RESOLUTION No. 2023-02**

**RESOLUTION ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of the **Mapleton School District 32**

hereby adopts the budget for fiscal year 2023-24 in the total amount of \$ **7,451,630** \*  
 This budget is now on file at the District Office, 10868 East Mapleton Road, Mapleton, Oregon 97453.

**RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2023, for the following purposes:

<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2"><b><u>General Fund</u></b></td> </tr> <tr> <td style="width:80%;">Instruction.....</td> <td style="text-align:right;">1,908,377</td> </tr> <tr> <td>Support Services.....</td> <td style="text-align:right;">1,659,670</td> </tr> <tr> <td>Transfers.....</td> <td style="text-align:right;">150,000</td> </tr> <tr> <td>Contingency.....</td> <td style="text-align:right;">0</td> </tr> <tr> <td><b>Total.....</b></td> <td style="text-align:right; border: 1px solid black;"><b>\$3,718,047</b></td> </tr> </table>	<b><u>General Fund</u></b>		Instruction.....	1,908,377	Support Services.....	1,659,670	Transfers.....	150,000	Contingency.....	0	<b>Total.....</b>	<b>\$3,718,047</b>	<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2"><b><u>Special Revenue Fund</u></b></td> </tr> <tr> <td style="width:80%;">Instruction.....</td> <td style="text-align:right;">634,943</td> </tr> <tr> <td>Support Services.....</td> <td style="text-align:right;">689,021</td> </tr> <tr> <td>Enterprise &amp; Comm.....</td> <td style="text-align:right;">102,819</td> </tr> <tr> <td>Facilities Acquisition .....</td> <td style="text-align:right;">300,000</td> </tr> <tr> <td><b>Total.....</b></td> <td style="text-align:right; border: 1px solid black;"><b>\$1,726,783</b></td> </tr> </table>	<b><u>Special Revenue Fund</u></b>		Instruction.....	634,943	Support Services.....	689,021	Enterprise & Comm.....	102,819	Facilities Acquisition .....	300,000	<b>Total.....</b>	<b>\$1,726,783</b>
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(\* amounts with asterisks must match)

**RESOLUTION IMPOSING THE TAX**

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2023-24 :

- (1) At the rate of **\$4.8917** per \$1000 of assessed value for permanent rate tax;
- (2) In the amount of **\$0.00** for local option tax;
- (3) In the amount of **\$215,263** for debt service on general obligation bonds;

**RESOLUTION CATEGORIZING THE TAX**

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

**Subject to the Education Limitation**

Permanent Rate Tax..... **\$4.8917**/\$1000  
 Local Option Tax.....**\$0.00**

**Excluded from Limitation**

General Obligation Bond Debt Service.....**\$215,263**

The above resolution statements were approved and declared adopted on June 13, 2023.

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