CENTRAL LINN SCHOOL DISTRICT
239 W. 2nd St., HALSEY OR

REGULAR SCHOOL BOARD MEETING
ELEMENTARY CONFERENCE ROOM/ZOOM
Join Zoom Meeting
https://us02web.zoom.us/j/4480365537?omn=81933302219
Meeting ID: 448 036 5537

September 8, 2025
6:30 p.m.

1.0 ROLL CALL/FLAG SALUTE — Dena Crowell

Zone 1, Stacey Winter; Zone 2, Garrett Leabo; Zone 3, Levi Farris; Zone 4, Mandy Brady; Zone 5, Jason Curtis; Zone 6, Steve Irwin; Zone 7, Donald Fleckenstein; Student Representative, Grant Wahl

2.0 AUDIENCE COMMENTS PERTAINING TO THE AGENDA — Jason Curtis

The Board welcomes public comments related to items on the presented agenda during this time. An open Audience Comment period will be provided later in the meeting. To provide public comment, please submit a completed card to the Board secretary prior to the start of the meeting (Policy BDDH-AR). Public comments will be limited to 3 (three) minutes per speaker. Board members do not respond to public comments.

3.0 AGENDA — Jason Curtis

3.1 Agenda Adjustment
3.2 Adopt Board Agenda

4.0 CONSENT AGENDA — Jason Curtis

4.1 Approve August 2025 Board Minutes
4.2 Approve August Work Session Minutes
4.3 *Staff Acknowledgements*:
Resignation of Jesse Lee, Facilities Technician
4.4 *Approve Licensed Staff Hire:*
Anya Branson, Part-Time Roving Substitute Teacher, on a Temporary Contract

5.0 OLD BUSINESS — Jason Curtis

5.1 First Reading Board Policy JFCEB, *Personal Electronic Devices* — Rob Hess
5.2 Acknowledge Board Policy JFCEB - AR, *Personal Electronic Devices* — Rob Hess
5.3 Board Work Session: *Board Goal Setting* — Rob Hess
5.4 Superintendent Evaluation Process — Rob Hess
5.5 Legal Support Update — Rob Hess

6.0 NEW BUSINESS — Jason Curtis

6.1 Interview/Appoint Budget Committee Member — Jason Curtis
6.2 Community School Boards of Oregon (CSBO) — Rob Hess

7.0 COMMITTEE UPDATES/REPORTS — Jason Curtis

7.1 Policy Committee
7.2 Negotiations Committee
7.3 Facilities Committee

8.0 <u>*DISTRICT REPORTS*</u> Jason Curtis

8.1 Financial Report Celeste Van Cleave

8.1.1 RUS Grant

8.2 Superintendent Report Rob Hess

8.2.1 Welcome Back Keynote

9.0 <u>*AUDIENCE COMMENTS*</u> Jason Curtis

The Board is interested in hearing from our community. The Board is unable to hear in open session any matters related to personnel or students. If you have personnel concerns, please share those directly with the superintendent. If you have a complaint you wish the district to address, please follow our policy KL (public) or GBM (staff).

10.0 <u>*BOARD/SUPERINTENDENT COMMUNICATION*</u> Jason Curtis/Rob Hess

11.0 <u>*ADJOURN*</u> Jason Curtis

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 72 hours before the meeting to Dena Crowell, Executive Assistant, PO Box 200, Halsey Oregon, 97348, 541-369-2813. If needed, you may contact the Oregon Telecommunications Relay Service at 1-800-735-9200 for assistance in contacting the District. Central Linn is an equal opportunity educator and employer

AGENDA EXPLANATIONS

OLD BUSINESS

5.3 Board Work Session: On September 22nd from 6pm to 8pm, we will have a work session to develop Board Goals for the school year. These goals will be written in the format of OKRs (Objectives and Key Results).

5.4 Superintendent Evaluation Process: In accordance with Dr. Hess's contract and Board Policy CBG, the Board will conduct an evaluation prior to February 15, 2026.

> Language from Policy CBG: *The Board will formally evaluate the superintendent's job performance by February 15, of each year. The evaluation will be based on the administrative job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.*
>
> *Additional or alternative criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The superintendent will be notified of the additional or alternative criteria prior to the evaluation.*
>
> In June of 2020, COSA and OSBA collaborated to create a framework for superintendent evaluations. This framework contains the following possible standards for a superintendent evaluation:
>
> Standard 1: Visionary District Leadership
> Standard 2: Ethics and Professional Norms
> Standard 3: Inclusive District Culture
> Standard 4: Culturally Responsive Instructional Leadership and Improvement
> Standard 5: Communication and Community Relations
> Standard 6: Effective Organizational Management
> Standard 7: Effective Financial Management
> Standard 8: Policy, Governance and Advocacy
>
> Dr. Hess requests that the board selects some standards from this list or develops standards of their own to use to evaluate his performance along with the goals outlined in his Priority Plan, which is currently published on our website under Office of the Superintendent.

5.5 Legal Support Update: Dr. Hess did further research on this topic and discovered that the district can engage the services of other attorneys and firms without going through a time consuming RFP process and recommends this course of action. Enclosed is Board Policy BBAA for reference.

6.1 Interview/Appoint Budget Committee Member: We received two Budget Committee applications from Ron Whitted and Kelsey Pimm. Ron Whitted resides within Zone 6, and Kelsey Pimm resides within Zone 2 boundaries. Both applicants plan to attend the September meeting for an interview.

6.2 Community School Boards of Oregon (CSBO): Harrisburg Board Member, Brett Cain, will be present at the board meeting to discuss CSBO and the services they can provide to support school board members. You can learn more about the organization here.

NEW BUSINESS

8.1.1 The RUS Grant has been a fantastic success! Every classroom and learning space in our district has been equipped with a SMART Panel that has endless uses in the classroom. Teachers have been trained on this technology. Celeste will provide an update about the financials of this project.

DISTRICT REPORTS

8.2.1 Welcome Back Keynote. The Fall Keynote was an amazing event. We were able to use our brand new presentation system through the RUS Grant. Highlights of the speech will be presented at this time.

UPCOMING EVENTS

CTE Listening Session - September 6, 2025. 6:00 p.m. Central Linn High Cafeteria. This event will be hosted by the Facilities Committee.

Board Work Session - September 22, 2025. 6:00-8:00 p.m. Central Linn Elementary Conference Room/Zoom. Topic: *Board Goal Setting*

Next Board Meeting - October 13, 2025, Central Linn Elementary Conference Room/Zoom

CENTRAL LINN SCHOOL DISTRICT
239 W. 2nd St., HALSEY

CENTRAL LINN SCHOOL BOARD MEETING
CENTRAL LINN ELEMENTARY LIBRARY/ZOOM
AUGUST 11, 2025

1.0 ROLL CALL

On August 11, 2025, Director Winter called the meeting to order at approximately 6:30 p.m. in the Central Linn Elementary Library and via Zoom.

Members Present: Stacey Winter, Garrett Leabo, Levi Farris, Jason Curtis, Steve Irwin, Donald Fleckenstein (Zone 4 Vacant)
Others Present: Rob Hess, Celeste Van Cleave, Dena Crowell, Mandy Brady, Tyler Simmons, Sharon Banks, Sravya Tadepalli, David Moffat, Ashlie Duncan, Parker Leigh, David Karo, Grant and Kacie Wahl, Lauri Archer, Clyde Rood, Dez and Heather Baze, Tonya Cairo, Jessica Glaser, Eric and Austin Irwin

2.0 ELECTION/SWEARING IN OF OFFICERS

2.1 Elect Chair: Director Farris nominated Director Curtis as Board Chair, Director Leabo second the motion. Nominations closed. Director Curtis was voted Board Chair with a 5-0 vote. Director Winter-Yea, Director Leabo-Yea, Director Farris-Yea, Zone 4-Vacant, Director Curtis-Abstained, Director Irwin-Yea, Director Fleckenstein-Yea

2.2 Elect Vice-Chair: Chair Curtis nominated Director Leabo as Vice Chair. Nominations closed. Director Leabo was voted Vice Chair with a 6-0 vote. Director Winter-Yea, Director Leabo-Yea, Director Farris-Yea, Zone 4-Vacant, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

3.0 AUDIENCE COMMENTS PERTAINING TO THE AGENDA

Clyde Rood: Advocating for an OSBA Board of Directors Nomination

4.0 AGENDA

4.1 Agenda Adjustments: Removing 6.6, Approve Girls' Varsity Soccer Co-Op

4.2 Adopt Board Agenda: Vice Chair Leabo made a motion to adopt the August Board Agenda, as amended. Director Irwin second the motion. Motion passed 6-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Zone 4-Vacant, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

During the CONSENT AGENDA, Vice Chair Leabo made a motion to move CONSENT AGENDA Item 5.7, Approve the Firm of Garrett Hemann Robertson P.C. as District Legal Counsel, to ACTION/BUSINESS/DISCUSSION under item 6.6. Director Farris second the motion. Motion passed 6-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Zone 4-Vacant, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

5.0 CONSENT AGENDA

Vice Chair Leabo made a motion to approve the Consent Agenda, with the exception of the approval of the law firm of Garrett Hemann Robertson P.C. as District Legal Counsel, which was deferred to Action/Business/Discussion. Director Farris second the motion. Motion passed 6-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Zone 4-Vacant, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

5.1 Approve Dr. Rob Hess as District Clerk

5.2 Approve Celeste Van Cleave as Deputy Clerk

5.3 Approve Dr. Rob Hess as Custodian of Funds and Authorize Facsimile Signature of District Clerk

5.4 Delegate Dr. Rob Hess Authorization to Sign for Federal Programs for the District.

5.5 Approve Dr. Rob Hess as the District Budget Officer

5.6 Approve The Brownsville Times, Eugene Register Guard or the Albany Democrat Herald for District Legal Notices and Publications

5.7 Approve Key Bank and the Local Government Investment Pool, as Depositories for School District Funds

5.8 Approve Brown & Brown Insurance as the District's Insurance Agent

5.9 Approve Clear Trail CPAs as the District's 2025/2026 Auditors

5.10 Approve June 2025 Board Minutes

5.11 Acknowledge English Language Development (ELD) Report

5.12 *Staff Acknowledgements*:
Hire of Joanne Chase, Speech Language Pathologist; David Moffat, Maintenance Supervisor; Ross Purdy, Technology Director; Blaise Timmons and Jesse Mast, Co-Assistant Cross Country Coaches, and the resignations of Trevor Crowell, Assistant Cross Country Coach; and Kris Kizer, Ag/FFA Teacher

5.13 *Approve Licensed Staff Hire:*
Trevor Spangle, Special Education Teacher, on a First-Year Probationary Contract
Lily Moffitt, Elementary Teacher, on a First-Year Probationary Contract
Allison Dixson, moving from a Temporary Contract to a Probationary Contract
Sydney Roth, Part-Time Reading Specialist, on a First-Year Probationary Contract
Sarah Damon, Ag/ELA Teacher, on a Temporary Contract

5.14 Acknowledge Board Policy BCBA-AR: *Student Representatives(s) on the Board*

5.15 Approved DOJ COPS Grant Contract to WireMap Systems

6.0 ACTION/BUSINESS/DISCUSSION

6.1 Appoint Zone 4 Board Member: After deliberating over board applicants' responses and qualifications, Director Farris made a motion to appoint Mandy Brady as Zone 4 School Board Member. Director Winter second the motion. Motion passed 5-0-1. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Zone 4-Vacant, Chair Curtis-Yea, Director Irwin-Abstained, Director Fleckenstein-Yea

6.2 Oath of Office: Director Brady stated the Oath of Office; to be entered into record.

6.3 Appoint Student Board Representative: Director Fleckenstein made a motion to appoint Grant Wahl as the Student Representative on the Board. Director Farris second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.4 Student Representative Oath of Office: Grant Wahl stated the Student Representative on the Board Oath of Office; to be entered into record.

6.5 Ratify 2025 Special District Election: Vice Chair Leabo made a motion to ratify the 2025 Special District Elections. Director Irwin second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.6 <u>Approve the Firm of Garrett Hemann Robertson P.C. as District Legal Counsel:</u> *This item was moved from 5.7 Consent Agenda.* The Board discussed legal representation with Garrett Hemann Robertson P.C., which has long served Central Linn, though members noted past dissatisfaction with an attorney. It was clarified that the firm operates on a month-to-month basis with no binding contract, allowing the Board to change attorneys or issue an RFP at any time. Board Policy BCH affirms the Board's discretion in engaging or terminating advisors. The firm also has multiple attorneys available should the Board choose to remain with the firm but appoint different counsel. Vice Chair Leabo made a motion to temporarily approve the firm of Garrett Hemann Robertson P.C. as Legal Counsel, with the opening of an RFP search for new legal counsel. Director Irwin second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.7 <u>Declare Budget Committee Vacancies:</u> Director Farris moved to declare the vacancies of Budget Committee Zone 3, Zone 4, and Zone 6. *Budget Committee Zone 1 and Zone 2 remain vacant from a prior declaration of vacancy.* Vice Chair Leabo second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.8 <u>Approve OSEA MOU</u>: Vice Chair Leabo made a motion to approve the OSEA MOU. Director Irwin second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.9 <u>Set Date and Time of High School Graduation</u>: Director Fleckenstein made a motion to set the 2026 High School graduation as Saturday, June 6, 2026, at 1:00 p.m. Director Farris second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.10 <u>Board Policy JFCEB and JFCEB-AR, Personal Electronic Devices and Social Media; First Reading</u>: Dr. Hess presented on the Governor's Executive Order regarding cell phones in schoolsand reviewed draft first-reading policies developed in response to state guidance. The Order prohibits student cell phone use during instructional hours and requires Boards to adopt a policy by October 31, 2025, outlining consequences for violations. The policy must clarify how devices will be stored, actions for violations, and posting requirements, with exceptions allowed for qualifying individuals. The Board discussed surveys, the "cell hotel" approach, and noted varied perspectives on policy strictness.

At 7:45 p.m., Vice Chair Leabo made a motion for a recess. Director Farris second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

Chair Curtis called the meeting back to order at 7:50 p.m.

6.11 <u>Discuss Board Committees:</u> Dr. Hess discussed with the Board the establishment of committees, including a Policy Committee, a Facilities Committee, and a Negotiations Committee, to allow focused work between board meetings and provide reports to the full Board. The Facilities Committee is already prioritizing a listening session for the partially completed CTE building on September 6th at 6:00 p.m. The Policy Committee will review

District policies, and the Negotiations Committee will resume classified negotiations beginning in early 2026. Board members volunteered as points of contact, with all meetings open to the public and opportunities for community participation. Vice Chair Leabo and Director Fleckenstein volunteered for the Facilities Committee; Chair Curtis and Director Brady volunteered for the Policy Committee; and Director Irwin and Director Brady volunteered for the Negotiations Committee.

6.12 Discuss Board Goal Setting Retreat: Dr. Hess discussed scheduling a work session to establish Board goals. The Board agreed this would be beneficial, and an outline will be prepared with the session scheduled at a later date.

6.13 Nomination for OSBA Legislative Policy Committee: Director Farris moved to nominate Chair Curtis for the OSBA Legislative Policy Committee. Director Winter second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

6.14 Nomination for OSBA Board of Directors: Director Irwin moved to nominate Clyde Rood of the Lebanon Community School District for the OSBA Board of Directors, pending verification of nomination rules. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea

7.0 REPORTS

7.1 Superintendent Priority Plan for 25-26 (First Reading): Dr. Hess presented his Superintendent Priority Plan, outlining his long-term goal for Central Linn to become a destination district serving 1,000 students. To support this vision, he identified three priorities: (1) increasing enrollment by 100 students, (2) strengthening instructional leadership, and (3) improving operational management. The plan is a live working document tracking goals, progress, and evidence. Board members can access the plan to provide feedback, with a full review scheduled for a future meeting.

8.0 AUDIENCE COMMENTS

Dez Baze: Cell Phone Policy
Kacie Wahl: Cell Phone Policy

9.0 ADJOURN

With no further business before the Board, Director Farris made a motion to adjourn the meeting. Vice Chair Leabo second the motion. Motion passed 7-0. Director Winter-Yea, Vice Chair Leabo-Yea, Director Farris-Yea, Director Brady-Yea, Chair Curtis-Yea, Director Irwin-Yea, Director Fleckenstein-Yea. The meeting at approximately 8:34 p.m.

Dena Crowell, Board Secretary

Jason Curtis, Board Chair

Date Approved

CENTRAL LINN SCHOOL DISTRICT
239 W 2ND ST, HALSEY OR

CENTRAL LINN BOARD WORK SESSION
CENTRAL LINN ELEMENTARY CONFERENCE RM/ZOOM
August 11, 2025

On August 11, 2025, the Central Linn School Board convened at approximately 5:30 p.m. in the Central Linn Elementary Conference Room and via Zoom to interview candidates for the Zone 4 School Board vacancy.

1.0 *ATTENDANCE*

Members Present: Stacey Winter, Garrett Leabo, Levi Farris, Jason Curtis, Steve Irwin, Donald Fleckenstein

Others Present: Rob Hess, Celeste Van Cleave, Dena Crowell, Mandy Brady, Tyler Simmons, Ashlie Duncan, David Moffat, Parker Leigh, Sharon Banks, Srayva Tadepalli

2.0 *ZONE 4 BOARD MEMBER INTERVIEWS*

Dr. Hess welcomed the Board and provided an overview of the board candidate interview process. Each candidate had received the Board Candidate Interview Questions in advance to assist with preparation. The first candidate, Mandy Brady, who attended virtually, was interviewed. During her interview, the second candidate, Tyler Simmons, was dismissed from the meeting. Upon completion of Ms. Brady's interview, Mr. Simmons was brought before the Board and interviewed following the same question format. Both candidates were then brought back before the Board. Prior to adjournment, candidates were informed that the Board will deliberate and make the appointment during the upcoming Regular Session in a public forum.

3.0 *ADJOURN*

The meeting adjourned at approximately 6:02 p.m.

____
Dena Crowell, Board Secretary

____
Jason Curtis, Board Chair

____
Date Approved

Code: **JFCEB**
Adopted: 09/09/19
Revised:
First Reading: 09/08/25

Personal Electronic Devices and Social Media

Purpose

In accordance with Oregon Executive Order 25-09, Central Linn School District (CLSD) promotes a focused, safe, and distraction-free learning environment. The purpose of this policy is to clarify when and how students may possess and use personal electronic devices (PEDs), including cell phones, and to outline expectations regarding social media, disciplinary consequences, and emergency communication.

Definitions

- Personal Electronic Device (PED): Any portable, electrically powered device capable of calling, texting, or accessing the internet independently of the district network. This includes, but is not limited to, smartphones, flip phones, smartwatches, tablets, and wireless earbuds.
- Instructional Day: The regular instructional hours of the school day, including passing periods, recess, and lunch.
- Social Media: Online platforms such as Facebook, Instagram, TikTok, X (formerly Twitter), Snapchat, and YouTube, or any other site or app used for networking, sharing, or posting content.

Use and Storage of Personal Electronic Devices

- PEDs must be powered off and stored in the student's locker or backpack during the entire instructional day.
- Devices may not be used during class, passing time, or breaks unless authorized by a school administrator.
- PEDs may not be accessed in restrooms or locker rooms at any time.
- Students are expected to respect the privacy of others and may not take, share, or post unauthorized images or videos of other students or staff.

Social Media Use

- Students are not permitted to access social media platforms using personal or district devices while on school grounds or at district-sponsored events unless authorized by a school administrator for educational purposes.

- Students may not post content that includes images or videos of others without permission or that violates district policy, including content that is harassing, defamatory, obscene, or illegal.

- The district is not liable for personal content posted by students on social media platforms.

Progressive Consequences for Violations

Students in violation of this policy will be subject to disciplinary action. Discipline for mere possession or use of a personal electronic device may not include loss of instructional time for the student (suspension or expulsion). However, if the actions taken by a student violate another conduct policy, the student may be subject to discipline up to and including expulsion.[1]

Violations of the PED policy will follow these progressive steps:

1. First instance of Noncompliance: staff will give the student a verbal reminder of the policy and expectations to reinforce appropriate use of personal electronic devices;

2. Second Instance of Noncompliance: Referral to administration. The device will be temporarily held until the parent can pick it up.

3. Third Instance of Noncompliance: Referral to administration. The device will again be temporarily held, and parents or caregivers will be informed. A meeting with school administration and family will be arranged to review the policy and make a plan for improved compliance including keeping the phone/device locked up in the office.

4. Beyond Third Instance of Noncompliance: If non-compliance continues, schools will determine additional appropriate consequences, always prioritizing keeping students in class and engaged in learning.

Discipline for Misuse

Students are subject to disciplinary action, up to and including expulsion, for using a PED in any of the following ways:

- Academically dishonest acts (e.g., cheating, unauthorized test aids).

- Illegal activity, including sexting, harassment, or unauthorized recording.

- Violation of another's privacy, including unauthorized images or videos.

- Disruption of school activities, including audio/video distractions.

Illegal or dangerous use of a PED will be referred to law enforcement. Confiscated devices may be returned only to a parent or guardian.

Emergency Communication

In the event of an emergency:

- Parents/guardians should contact the school office. School staff will coordinate necessary communication with students.
- Students will have access to school phones to reach family if needed.
- During a lockdown or evacuation, all devices must remain off to prevent interference with emergency operations and to reduce safety risks.
- The district will communicate with families via email, phone, and/or Parent Square as appropriate.

Exceptions to Policy

Use of PEDs may be permitted during the school day under the following conditions:

- Medical needs as directed by a licensed provider (e.g., diabetes management).
- Accommodations outlined in an IEP or 504 Plan.
- Written administrative exemption for unique educational or family circumstances.

All exceptions must be documented using the JFCEB-AR Form and approved by school administration.

Student and Family Communication

- This policy will be communicated annually via handbooks, orientation events, and family communications.
- Visual and multilingual resources will be provided to ensure accessibility.
- Staff will receive training to support consistent, equitable enforcement.

Liability and Responsibility

The district is not responsible for lost, damaged, or stolen personal electronic devices. Students are expected to handle any school-provided storage systems with care.

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

END OF POLICY

Legal Reference(s):

ORS 332.107
ORS 336.840
Oregon Executive Orders 25-09 (2025)

~~Copyrights, Title 17 United States code 101-1332; 19 CFR Part 133 (2017).~~

Central Linn School District 552-C

Code: **JFCEB-AR**
Reviewed/Revised: 09/08/19

Personal Electronic Devices and Social Media

A parent or guardian may request an exception to the personal electronic device prohibition by submitting the following form to the principal:

Name of Student____ Grade____________

School ____

If the reason for the request is included in the student's individualized education program, as defined in ORS 343.025 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, this form is not required.

This request is:

[ ] in compliance with the student's medical provider's order for the care and treatment of a medical condition (attach a copy of the order);
[ ] Accommodate the individual circumstances of the student;
[ ] Further specific educational outcomes for the student.

Exemption Requested (describe the requested possession or use of a personal electronic device to be allowed and reason for the requested exemption):

____
____
____

Duration for Requested Exemption: ____

Signed____ Date______________________

Parent or Guardian Phone_______________ Email_______________________________________

FOR COMPLETION BY SCHOOL ADMINISTRATION

Request: [ ] Granted Expiration of Exemption ______________________________

[ ] Denied Reason for Denial ___________________________________

____
____

Signed____ Date_________________________

School administration decisions will be issued and communicated to the parent or guardian within ten school days of receipt and can be appealed to the superintendent within ten days of issuance. The superintendent's decision will be final. Denied requests may be resubmitted if circumstances change or after 12 months, whichever is earlier.

Guidelines for exemption consideration:

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

Central Linn School District 552-C

Code: **CBG**
Adopted: 8/11/97
Revised: 4/14/05; 11/2017

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job performance by February 15, of each year. The evaluation will be based on the administrative job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional or alternative criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The superintendent will be notified of the additional or alternative criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and his/her performance will be conducted in an executive session, unless the superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any district goal, objective, or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. The superintendent's employment contract shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

ORS 192.660 (2)(8)
ORS 332.107
ORS 332.505
ORS 342.513
ORS 342.815

OAR 581-022-1720 Hanson v. Culver School District No. 5 (FDAB 1975).

Central Linn School District 552-C

Code: **BBAA**
Adopted: 1/11/88
Revised: 4/14/05; 3/12/18
2/08/21

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

A Board member has the right to express personal opinions. When expressing such opinions in public, the Board member must clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities, and through professional Board activities.

Members of the Board will adhere to the following procedures in carrying out the responsibilities of membership:

1. <u>Request for Information</u>
   Any individual member of the Board who desires a copy of an existing written report or a survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material will be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. <u>Request for Legal Opinions</u>
   A request for a legal opinion by a Board member, must be approved by a majority vote of the Board before the request is made to legal counsel. If the legal opinion sought involves the superintendent's employment or performance, the request should be made to the Board chair. Legal counsel is responsible to the Board.

3. <u>Action on Complaints or Requests Made to Board Members</u>
   When Board members receive complaints or requests for action from staff, students, or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy (KL-Public Complaints). Such information will be conveyed to the superintendent.

4. Board Member's Relationship to Administration
Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements
All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075 38 Op Atty Gen 1995 (1978).
South Benton Education Association v. Monroe UH School District 1, 83 Or App 425 (1987).

RECEIVED
AUG 13 2025
BY:

APPLICATION FORM

CENTRAL LINN DISTRICT #552C

BUDGET COMMITTEE POSITION
ZONE: 2

NAME: Kelsy Pimm

ADDRESS 29085 Potter Rd
Halsey, OR 97348

Return to:

Dena Crowell, Executive Assistant
Central Linn School District
PO Box 200
Halsey, Oregon 97348

Note: An eligible candidate must be a registered voter, a resident of the district and residing within the boundaries of the designated zone appointed. The candidate cannot be an officer, agent or employee of the district. No budget committee member may receive any type of compensation from the district.

Name Kelsy Pimm Date 8-4-25
(Please type or print)

The Central Linn School Board's objective is to appoint committee members who can be the most helpful to the District. The Board looks for people with different skills and perspectives, i.e., the committee needs members with experience in finance, management, parenting, leadership, schooling, and community activities.

The following information will assist the Board in considering the applications of all candidates on a consistent and uniform basis:

I. STATEMENT OF PURPOSE:

Please write a brief response to each of the following questions:

1. What knowledge, experience, and expertise could you contribute as a member of the Central Linn Budget Committee ("CLBC")?

I have an accounting degree, have served on a budget committee for a city before, and have worked in the finicial sector for the last 10 years. Im a mother of 5 with children who've attended Central Linn and other public schools in Oregon. My mother (whom I'm very close with) is a teacher at Glide Elementary and prior to move north in 2015 I spent many years volunteering in hers and my kids' classrooms.

2. What would be your primary goal(s) if you were appointed to serve on the CLBC?

I'd help make CLBC a school I would want to send my children too.

II. EDUCATIONAL & PROFESSIONAL TRAINING

Name of School and Location. Include High School, College Graduate Work, and Other	Degree Diploma	Minor	Major
Glide High School	HS Diploma		
Umpqua Community College	AAS 2013-2015		Accounting
Southern Oregon University	23+ credits working towards my BS in accounting		

III. WORK/CAREER EXPERIENCE

Name of Business and/or Job and Location	Dates	No. of Years	No. of Employees In System	Position Held
Oregon DHS/DDS	6/2019 - present	6yrs	unknown	PSW
Pimm Farms, Inc;	3/2018 to present;	7+;	10+;	Controller
Red Giant, LLC	2/2017 - 12/2018;	2yrs;	54;	Accounting Specialist
KBK Industries	6/2015 - 3/2017;	2 yrs;	8;	Controller
Advanced Skin Care	3/2013 - 10/2013;	1yr;	11;	Medical Assistant
Mercy Medical Center	9/2005 - 3/2013,	7½ yrs;	600;	Administrative Communication Clerk

IV. COMMUNITY EXPERIENCE

Name of Clubs, Boards, Organization, Etc., and Location	Date	Nature of Involvement
OSU Extension Serv.	2018 - present	4-H Leader
OR Women for Agriculture	2018 - present	State Board Member
First Baptist Church of Brownsville	2020 - present	various volunteer events
Oakland Budget Committee	2014-2015	Board Member
Oakland Library Board	"	Board Member
Oakland Parks Board	"	Chairwoman
Jones Cemetary Assoc.	2022 to present	President

3. What knowledge do you have about the Central Linn School District budget? What would you like to change?

Just what I've glanced at online.

4. What budgetary challenges do you foresee for the Central Linn School District?

Rising costs and less than ideal enrollment numbers.

5. Why do you want to serve on the CLBC?

I devote my volunteer time to youth and public education via Oregon Women for Agriculture, OSU extension office (I've been a 4-H leader for 7 years), and various events throughout our community. With my finicial background I feel I could use my skills for the greater good here.

Please specify special awards and recognition.

V. REFERENCES

Give at least three (3) current references who have firsthand knowledge of your character, personality, scholarship, and/or leadership ability.

Name	Address	Official Position	Telephone
Katie Forrest	34506 Plainview Dr, Shedd, OR	President, Linn Co Christian Homeschool co-op	541-908-4156
Cindie Brewer	PO Box 444, Elkton, 97436	CNA	541-784-5643
Mary Hood		Senior VP @ Umpqua Bank	541-979-2199

Also, See attached references

If you have a current resume, please attach a copy to this application. Only complete applications will be considered. To be considered, applications must be received ON or before the specified date in the official notice.

KELSY D. PIMM

P.O. BOX 387
HALSEY, OR 97348
(541) 580 – 4091
purpleblondie@outlook.com

Education

Umpqua Community College
AAS Accounting, June 2015

Glide High School
Diploma - 2005

EXPERIENCE

Oregon DHS/Home Care Services ♦ Halsey, Oregon
PSW, 2019 – present

- State sponsored care for my 24-year-old special needs son

Pimm Farms, Inc
Controller, March 2018 – present

- Adobe Suite, Microsoft Office, Quickbooks, & G-Suite
- A/P. A/R, payroll, & HR administration
- Heavy equipment operation, crop planning, etc.
- Vendor sourcing & product sales
- Forecasting & Budgeting
- Financial reporting
- Account reconciliation
- Month & Year-End Close

Red Giant, LLC ♦ Portland, Oregon
Accounting Specialist, February 2017 – November 2018

- NetSuite, ADP, Certify, SalesForce, Adobe Suite, Microsoft Office, & G-Suite
- A/P. A/R, payroll, & HR administration
- Vendor Sourcing
- Sales tax administration
- Forecasting & Budgeting
- Financial reporting
- Account reconciliation
- Month & Year-End Close

KBK Industries, INC ♦ Eugene, Oregon
Controller, June 2015 – April 2017

- QuickBooks, Adobe Suite, Microsoft Office, & G-Suite
- A/P. A/R, payroll, & HR administration
- Vendor sourcing
- Contract negotiation
- IT Network administration
- Forecasting & Budgeting
- Office management
- Account reconciliation
- Month & Year-End Close
- Sales tax administration

Advanced Skin Center ♦ Roseburg, Oregon
Medical Assistant/Scribe, March 2013 – September 2013

Mercy Medical Center ♦ Roseburg, Oregon
Administrative Communications Clerk, January 2006 – March 2013

COMMUNITY INVOLEMENT

- OSU Linn County Extension Service
  4-H Leader, August 2018 – Present
- Jones Pioneer Cemetery Association
  President, 2001 – present
- Oregon Women for Agriculture – Board Member
  2018 - present
- City of Oakland – Parks Commission Chair
  August 2014 – July 2015
- City of Oakland – Budget Committee
  March 2014 – July 2015
- Oakland Branch Library Board
  Board Member, May 2014 – July 2015

Copy of Reference form sent to OSU Ext.

DateReceived:______
Reviewed By: ________

Confidential

Oregon State University Extension Service
4-H Reference Form A

Applicant's Name: **Kelsy Jones**

The above named individual is applying to do volunteer work in an Oregon State University Extension Service 4-H Youth Development Program and has given your name as a reference.

The OSU Extension Service seeks your assistance in selecting the best qualified people to serve in 4-H leadership roles and will appreciate your prompt completion of this reference form. To the extent provided by law, the information you provide will be treated in a confidential manner.
****

1. How long have you known the applicant? **Four years**
2. What is your relationship with the applicant? **Kelsy was a fellow Oakland Library Board Member**
3. Have you ever worked with the applicant in a volunteer capacity? Yes.
   If yes, please describe: **See above – we worked together on the Oakland Library Board**
4. Does the applicant have as positive and pleasant attitude toward volunteer work?

   Absolutely! Kelsy was a "breath of fresh air" on our library board!

Please use this checklist to evaluate the applicant's leadership qualities. Use the following marking system:

E=Excellent G=Good F=Fair N=Not Known

Understanding of children	E	Dependability	E
Flexibility	E	Communication skills	E
Sense of humor	G	Patience	G
Ability to organize	E	Sense of fairness	G
Initiative	E	Respect for others	G
Enthusiasm	E	Resourcefulness	E
Ability to complete a task	E	Role model for youth	E

Please share your impressions and knowledge of the applicant's qualifications for the position by using specific examples where possible.

5. How well does the applicant interact and work with children/youth?
6.

Kelsy has children of her own and they used the library together. My impression is that she would be an excellent 4H leader. She had a good understanding of children and the positive role a library can play in their lives.

7. How well does the applicant interact and work with other adults?

Kelsy joined our library board during a turbulent time. Her confident, positive and proactive demeanor was exactly what the board needed at the time. The board was suffering from a climate of negativity and below the surface animosity between members. She immediately identified tasks to do and took them on. When an obstacle was presented, Kelsy had a talent for finding a solution and turning it into an opportunity to build on our success. She had a gift of diffusing tension in the group and encouraging the group to move on.

DateReceived:______

Reviewed By: ________

8. Is the applicant tactful and sensitive when working with people whose opinions and actions differ from his/her own? Please explain.

   Yes. Definitely. See the answer to question #6.

9. How would you describe the applicant's ability to handle records and/or money? **As a board member Kelsy was an excellent record keeper and handled money during events. She purchased supplies for our holiday events and worked with our treasurer when necessary.**

10. What do you think are the applicant's greatest strengths and weaknesses as they relate to working with people (both youth and adults) and leading a group?

Strengths **As I have mentioned. Positive, confident, self starter, creative, calm, diffuses situations (city personalities)**

Weaknesses **Honestly, I was so impressed at what a positive addition to our board she was that I did not see her weaknesses. She was not there long enough - that was the only negative aspect of her tenure on our board, only because she moved away from the area.**

11. What additional skills, abilities and attributes does the applicant have that would be helpful in this position?

Kelsy was also a member of the City of Oakland Parks Commission and was instrumental in the development of a disc golf course in one of our parks. The park was previously used very little because of the steep hillsides that make up most of the park. Now it is used regularly by disc golfers. The course brings visitors and therefore additional exposure and tourist income and to our town.

Kelsy has children of her own and our Library's most successful activity has always been the summer reading program. Kelsy's perspective as a mother of younger children who used the library regularly was invaluable to much of our work as a board. As a mother of 4H age children now and an active community member, I have no doubt she will bring the same leadership qualities to any 4H activity she is involved in.

12. Would you be willing to place your child, or any other child for who you are responsible for under his/her leadership?

    Yes. Why? See answers to all of the questions above. She sets an excellent example for youth to become involved and contribute to their community as young adults.

13. Do you know any reason why this person should not be considered for this position? If yes, please explain. **No.**

14. Would you recommend this applicant for this position?
    (**X**)**Very Strongly** ( )Yes ( )With Some Hesitation ( )No

Reference Name: Debra Gray Phone: 541-784-5439

Address: 1003 Locust Street, Oakland, OR 97462

Signature: Debra S Gray Date: 9/22/18

ADVANCED SKIN CENTER
Paul D. Reicherter, M.D., P.C.

1813 W. Harvard Ave., Ste. 310
Roseburg, OR 97471

Phone: 541-672-SKIN (7546)
1-888-219-SKIN (7546)
Fax: 541-957-8446

9/27/13

Re: Kelsy Sabin

To Whom It May Concern,

Kelsy was employed at our office in the capacity of part time medical assistant from 4/12/13 to 9/26/13. She learned the functionality of our EMR system fairly quickly and efficiently. Even though she desired part time hours, she was willing to fill in extra days while another medical assistant was on maternity leave, which was helpful to us. For the last 2 months of her employment, Kelsy was in charge of ordering and maintaining our supply of topical prescription samples. She organized this well.

Sincerely,

B Chapin RN

Brandi Chapin, R.N.

Manager

Last review from this employer

CATHOLIC HEALTH INITIATIVES

Mercy Medical Center

PERFORMANCE REVIEW

Staff

2700 Stewart Parkway Roseburg, OR 97470

Employee Name: Kelsy Sabin *Title:* ACC

Department: Medical *Supervisor:* Laurie Hayes

Type of Review: ☐ Six Month ☐ Transfer ☑ Annual *Review Date:*

Mission: The mission of Catholic Health Initiatives is to nurture the healing ministry of the Church by bringing it new life, energy and viability in the 21st century. Fidelity to the Gospel urges us to emphasize human dignity and social justice as we move toward the creation of healthier			
Vision: Catholic Health Initiatives' vision is to create a national Catholic ministry, which will live out its mission by transforming traditional healthcare			
Core Values			
Reverence	**Integrity**	**Compassion**	**Excellence**
Profound spirit of awe and respect for all of creation, shaping relationships to self, to one another and to God and acknowledging that we hold in trust all that has been given to us.	Moral wholeness, soundness, uprightness, honesty, sincerity as a basis of trustworthiness.	Feeling with others, being one with others in their sorrows and joy, rooted in the sense of solidarity as members of the human community.	Outstanding achievement, merit, virtue; continually surpassing standards to achieve/maintain quality.

Section 1: SERVICE EXCELLENCE STANDARDS OF BEHAVIOR:

Score Expectations: Exceeds=4 Meets=3 Below=2 Unsatisfactory=1

1.	ATTITUDE - I am Mercy. I treat everyone with utmost respect, dignity, courtesy and confidentiality.	Score: 3
Comments: / Self Score		
2.	COMMUNICATION - I am Mercy. I am open, friendly and listen attentively to guests and co-workers.	Score: 3
Comments: / Self Score	Kelsy continues to work on improving her skills r/t professional and postive communication.	
3.	TEAMWORK - I am Mercy. I support and recognize that together, everyone achieves more.	Score: 4
Comments: / Self Score	Kelsy is often willing to help out with staffing holes (even on short notice) to help out her unit and her team. She is willing to take on extra tasks for the unit and is one of the staff responsible for odering out unit supplies. Kelsy is flexible in her schedule and floats willingly. Kelsy often goes the extra mile to help out a co-worker in need.	
4.	PRIDE - I am Mercy. I take pride and accountability in my appearance, conduct and growth.	Score: 3
Comments: / Self Score		
5.	SAFETY - I am Mercy. I know and follow safety, emergency, infection control, and fitness for duty policies.	Score: 3
Comments: / Self Score		
6.	CARING - I am Mercy. I serve my guests and co-workers with care, courtesy, kindness and compassion.	Score: 3
Comments: / Self Score		

Possible Points:	24
Actual Points:	19

SEP 18 [illegible]

CNO

Section 1: TECHNICAL/CLINICAL DUTIES/RESPONSIBILITIES/ACCOUNTABILITIES:			
List essential job duties (Only list if absolutely essential to perform the duties) Checkmark with an X to score			
		Score Expectations: Exceeds=4 Meets=3 Below=2 Unsatisfactory=1	
Checkmark X		Acts as a communication liaison by greeting new admissions, greeting and directing visitors, dispensing information, and answering and following through with patient calls for assistance. Collaborates with the nursing team to expedite admissions, discharges, and transfers..	**Score**
X	**1.**		4
Comments:		Kelsy is very skilled and knowlegable at use of our equipment, Meditech, and Vocera. She is a resource to team members and takes the time to ensure that things are fixed or corrected when needed to faciliate work flow. She is good at following though to ensure all people who need to know are informed of flow, activity, and problems on the unit. Kelsy learns quickly and is often called upon to help with training less experienced staff members.	
Self Score			
Checkmark X		Uses good time management and prioritization skills to manage work flow on unit and complete assigned tasks in a timely and efficient manner.	**Score**
X	**2.**		4
Comments:		Kelsy is very organized and fast at doing her work. She is able to handle an above average workload and still get it done in a timely manner.	
Self Score			
Checkmark X		Follows through with patient satisfaction, staff satisfaction, and physician satisfaction initiatives (Timely response to Physician requests, labs on chart in a timely manner, patient privacy, communication)	**Score**
X	**3.**		4
Comments:		Kelsy is responsive to physicican requests and often takes the time to correct issues by letting others know a problem exists. She is willing to do whatever she can to meet a patient or visitor needs and informs the Charge RN or Clinical Coordinator of concerns.	
Self Score			

Possible Points:	12
Actual Points:	12

Section 1: PAST GOALS REVIEW AND OUTCOME

completed=80% or higher in progress=50% or higher not met=less than 50%

	Past Goals	Outcomes	Score
Checkmark X	Participate in or champion a TCAB project	Kelsy has been active in our TCAB projects and willing to adapt to changes we have made to improve our unit and our patient care.	Completed = 2 In Process = 1 Not Met = 0
X			2
Checkmark X			Completed = 2 In Process = 1 Not Met = 0
Checkmark X			Completed = 2 In Process = 1 Not Met = 0

Possible Points:	2
Actual Points:	2

Section I Possible Points:	38
Actual Points:	33

SECTION II

GENERAL RESPONSIBILITIES & ACCOUNTABILITIES:

Score those that apply, use N/A if does not apply
Consistently = 2 Usually = 1 Seldom = 0

	Department	Score
1.	Proficient in use of equipment - computer, fax, telephone, patient call system. and photocopier.	2
2.	Accurately inputs labs, diets, and tests as ordered by the Physician.	2
3.	Completes assigned clerical tasks including chart management, charges, accomodation codes, task lists, etc.	2
4.	Ensures that equipment is availabe, in proper place, and maintained in good working condiditon. Keeps work area stocked, clean. and tidy.	2
5.	Demonstrates initiative in daily work and in identifying ways to meet the needs of the unit, staff, and patients.	2
6.		N/A
	Subtotal:	10

COMMENTS:

Score those that apply, use N/A if does not apply
Consistently = 2 Usually = 1 Seldom = 0

	Compliance	Score
1.	Complies with Our Values & Ethics At Work Reference Guide and terms of the Mercy Medical Center Security Policies as it applies to their job role.	2
2.	Adheres to Mercy Medical Center written policies and procedures applicable to specific job function and responsibilities.	2
3.	Acts in accordance with federal. state and local healthcare laws and regulations.	2
4.	Ensures our customers' right to privacy by maintaining a secure and trusting environment. Regards personal information offered by others as private and confidential. Maintains confidentiality of patient information, complies with HIPAA regulations. Has respect for and compliance with Mercy's Patient Rights Statement.	2
5.	Actively and noticeably supports Mercy Medical Center's corporate culture of compliance, via embracing updated laws/regulations. and attending all pertinent training.	2
6.	Wears Mercy Medical Center identification badge while on duty and according to HR policy EM-10 .	2
7.	Uses Kronos time-keeping system correctly. Provides time corrections for approval prior to cut off deadline on payroll Monday.	2
8.	Compliant with the Attendance policy i.e.; report to work on time, leave work on time, provides appropriate notice when out etc.	2
9.	Achieves and maintains current and valid licensure and certification(s) at all times if applicable.	2
10.	Mandatory Education requirements are met.	2
	Subtotal:	20

COMMENTS:

SECTION II
GENERAL RESPONSIBILITIES & ACCOUNTABILITIES:

Score those that apply, use N/A if does not apply
Consistently = 2 Usually = 1 Seldom = 0

	Continuing Education, Growth & Development	Score
1.	Demonstrated ability as an end user of all Lawson and/or other software applications specific to their department as applicable.	2
2.	Attends Hospital sponsored meetings such as Towne Hall meetings, Leadership Development meetings etc. or reviews information from these meetings.	2
3.	Completes continuing education, in-service training, technical updates and other activities to continue competency and professional growth.	2
4.	Attends departmental staff meetings or reviews all monthly meeting minutes.	2
	Subtotal:	8

COMMENTS:

Score those that apply, use N/A if does not apply
Consistently = 2 Usually = 1 Seldom = 0

	Safety	Score
1.	Observes hospital and departmental safety and health policies and procedures.	2
2.	Applies appropriate Ergonomic principles and diligently practices correct body mechanics in all aspects of job performance.	2
3.	Completes immunizations, tests and other Employee Health related requirements if applicable.	2
4.	Reports all accidents and incidents appropriately; immediately corrects or reports safety hazards.	2
5.	Demonstrates compliance and applicability of current Joint Commission National Patient Safety Goals appropriate to scope of practice.	2
	Subtotal:	10

COMMENTS:

Section II Possible Points:	48
Actual Points:	48

SECTION III

Goals for the Upcoming Year (including education)

Other Achievements/Accomplishments
Responsible for ordering supplies on the unit.
Decomtamination Team

Additional Comments
Manager:
Kelsy is skilled and competent in her work and her job. She is good at dealing with multiple priorities and does not fluster easily. Kelsy is always willing to take on extra tasks to help out a co-worker, visitor, or patient. She demonstrates a committment to her work and doing the best she can in any situation. Kelsy is creative and energetic always looking for opportunities to problem solve or improve the care or flow on the unit. We value Kelsy as a member of our team.

APPLICATION FORM

RECEIVED
AUG 29 2025
BY:

CENTRAL LINN DISTRICT #552C

BUDGET COMMITTEE POSITION
ZONE: 6

NAME: Ron Whitted

ADDRESS 27737 Pine View Rd

Brownsville OR 97327

Return to:

Dena Crowell, Executive Assistant
Central Linn School District
PO Box 200
Halsey, Oregon 97348

Note: An eligible candidate must be a registered voter, a resident of the district and residing within the boundaries of the designated zone appointed. The candidate cannot be an officer, agent or employee of the district. No budget committee member may receive any type of compensation from the district.

Name Ron Whitted **Date** 8-28-95
(Please type or print)

The Central Linn School Board's objective is to appoint committee members who can be the most helpful to the District. The Board looks for people with different skills and perspectives, i.e., the committee needs members with experience in finance, management, parenting, leadership, schooling, and community activities.

The following information will assist the Board in considering the applications of all candidates on a consistent and uniform basis:

I. STATEMENT OF PURPOSE:

Please write a brief response to each of the following questions:

1. What knowledge, experience, and expertise could you contribute as a member of the Central Linn Budget Committee ("CLBC")?

I believe I three years of prior experience as a C.L. Budget Committee member. As a former small business owner, I have experience with budgets and looking at profit and loss statements.

2. What would be your primary goal(s) if you were appointed to serve on the CLBC?

- To provide an impartial perspective to examining the School budget

- To use past experience and Knowledge to help direct school funds to the areas most needed and that will have the most positive impact on the students

II. EDUCATIONAL & PROFESSIONAL TRAINING

Name of School and Location. Include High School, College Graduate Work, and Other	Degree Diploma	Minor	Major
Douglas H.S. (Winston)			
University of Oregon	B.A.		Journalism

III. WORK/CAREER EXPERIENCE

Name of Business and/or Job and Location	Dates	No. of Years	No. of Employees In System	Position Held
Worksite Solutions	2016-2025	9.5yr	3-6	owner/operator
Paramount Supply	2025 - Present	1mnth	6	outside Sales

IV. COMMUNITY EXPERIENCE

Name of Clubs, Boards, Organization, Etc., and Location	Date	Nature of Involvement
CLSD - Budget Committee	? - 2024	District 6 Rep.

3. What knowledge do you have about the Central Linn School District budget? What would you like to change?

Several years of past experience tells me that funding continues to decrease and if the student enrollment continues to decrease Central Linn School district is going to be in trouble.

There has to be a way to improve/increase the enrollment.

4. What budgetary challenges do you foresee for the Central Linn School District?

Decreasing student population = less money!

5. Why do you want to serve on the CLBC?

I like being connected and informed about the community and would to help, if possible.

Please specify special awards and recognition.

V. REFERENCES

Give at least three (3) current references who have firsthand knowledge of your character, personality, scholarship, and/or leadership ability.

Name	Address	Official Position	Telephone
Daniel Leepard	165 Cleveland St Lebanon, OR 97355	Boss	
Michael Beach	414 Faust St Brownsville OR 97327	Pastor	(541) 979-1774
Suzie Parker	519 N. Main St Brownsville OR 97327	friend	206-446-8480

If you have a current resume, please attach a copy to this application. Only complete applications will be considered. To be considered, applications must be received ON or before the specified date in the official notice.

Central Linn School District
Policy Committee Guidelines

Committee Purpose:

The committee is an advisory committee to the Board that is responsible for ensuring district policies and their outcomes support the vision, mission, and strategic goals of Central Linn School District (CLSD) and the Board of Education. The committee is responsible for assisting the board in: (1) Ensuring that district policies are in conformance with law and the general practices of school districts in the State of Oregon commensurate with providing a high quality, effective and efficient system of education for all students in CLSD. (2) Making strategic decisions that support the district vision and ensuring the vision is reflected in how policy is drafted, (3) Reviewing proposed policies and its impact on the district's long-term goals , and (4) Engaging district stakeholders in the revision and implementation of policies that are relevant to that stakeholder.

Policy Committee's Governance:

- Committee members will only discuss policy that has been submitted to the committee by vote of the Board.
- Committee members will work in partnership with the District.
- Review policy drafts and make recommended revisions accordingly to maintain and/or improve the vision, mission and culture of the district.
- Members will review meeting content prior to meeting times and will come prepared to every meeting.
- Members will be respectful of each other's time and will maintain a reasonable timeline of discussing agenda items.
- Members will consider policy updates against the intended and unintended consequences.
- When questions arise, members will ask the superintendent questions prior to meeting times in order to make proper use of time.
- Engage stakeholders in the revision and implementation of policies of relevant nature.
- Meetings will not last longer than two hours.
- Perform other activities which may be assigned by the Board.

Key Roles and Responsibilities:

Superintendent	Committee Chairperson	Committee Members	Board Secretary
▪ **Governance and Compliance:** Ensure policies are aligned with state and federal guidance and law ▪ **Agenda**: Coordinate and communicate with the chairperson to establish a committee agenda. ▪ **Commitment:** Will respond in a timely manner to member's inquiries ▪ **Designee:** May designate a District representative to attend in her place	▪ **Agenda:** Coordinate and communicate with the superintendent to establish a committee agenda ▪ **Report to the Board:** Provide policy update recommendations to the Board for first read/adoption. ▪ **Committee Effectiveness:** Ensure that the committee governance is followed. ▪ **Respect:** Will respect all members of the committee and their right to provide objective input. ▪ **Discussion:** Stay on topic, discuss policy outlined on the agenda and submitted by board vote.	▪ **Governance:** Respect the guidelines established by the committee ▪ **Be Prepared:** Review policy updates prior to meeting times and come prepared to provide input. ▪ **Management:** Monitor and evaluate the effectiveness of policies ▪ **Guidance:** Seek guidance from the superintendent and/or OSBA prior to meeting times. ▪ **Input:** Attend all meetings and voice objective opinions on issues. ▪ **Support**: Support chairperson's efforts and carry out individual responsibilities	▪ **Agenda:** Will post the meeting agenda within the required timeline. ▪ **Minutes:** Will keep written notes and share them with the board at a regularly scheduled board meeting.

Meeting Cadence:

The committee shall meet on a regularly scheduled basis (at least three times a year). The committee may hold meetings at such other times, as it deems appropriate, to fulfill its responsibilities. The committee meeting will be posted with a minimum of 24 hours notice and will follow Public Meeting Law requirements.

Meeting Agendas:

The superintendent, in partnership with the chairperson, will create an agenda with location, date and time for committee meetings. Only Board approved policy updates will be placed on the agenda for committee review and/or discussion.

Committee Minutes:

Prepare and submit minutes of all committee meetings to the Board for their information and approval.

Committee Members:

Superintendent

Board members

- Board members are to be appointed by the board and not to exceed quorum.
- Policy committee members will be appointed, at a minimum, on an annual basis.

Other members of the community as appointed by the board.

Central Linn School District
Facilities Committee Guidelines
(DRAFT READING 09/08/25)

Committee Purpose:
The Facilities Committee serves as an advisory body to the Board of Education, ensuring that district policies and their implementation align with the vision, mission, and strategic goals of the Central Linn School District (CLSD). The committee plays a crucial role in guiding and evaluating facilities initiatives to promote a safe, functional, and well-maintained learning environment for students, staff, and the broader school community.

Policy Committee's Governance:
- Members will collaborate closely with the District to ensure alignment with goals.
- Members will seek clarifications from the superintendent before meetings to optimize time.
- Discussions will be conducted respectfully and efficiently, adhering to a reasonable timeline.
- Meetings will be limited to a maximum of two hours.
- The committee will carry out additional tasks as assigned by the Board.

Key Roles and Responsibilities:

Superintendent	Board Committee Members	Community Committee Members
• Coordinate agendas with the committee chairperson • Respond promptly to committee member inquiries • Designate a District representative if unable to attend • Lead and oversee district facilities operations • Develop and manage facilities plans and budgets • Ensure compliance with safety standards and district policies • Supervise facilities projects, staff, and contractors • Communicate regularly with the committee and stakeholders • Identify and prioritize facilities needs • Recommend updates to facilities policies	• Provide guidance on facilities priorities and planning • Designee will take meeting minutes for board approval • Review facilities reports, project proposals, and budgets • Offer input on facilities funding needs • Support safe and well-maintained facilities • Represent community interests in facilities discussions • Monitor major facilities projects • Assist in developing and maintaining facilities policies • Attend meetings and actively participate in discussions	• Provide input on facility priorities and projects • Review facilities reports, inspections, and proposals to guide decisions • Offer feedback on facilities budgets and funding needs • Advocate for safe, well-maintained school facilities • Represent the concerns and interests of students, staff, parents, and the community • Monitor the progress of major facilities projects • Collaborate on solutions to facility-related challenges • Support the development and implementation of facilities policies • Attend meetings, review materials beforehand, and participate actively • Promote transparent communication between the committee, school community, and district leadership

Meeting Cadence:

The committee shall meet on a regularly scheduled basis (at least three times a year). The committee may hold meetings at such other times as it deems appropriate to fulfill its responsibilities. The committee meeting will be posted with a minimum of 24 hours' notice and will follow Public Meeting Law requirements.

Meeting Agendas:

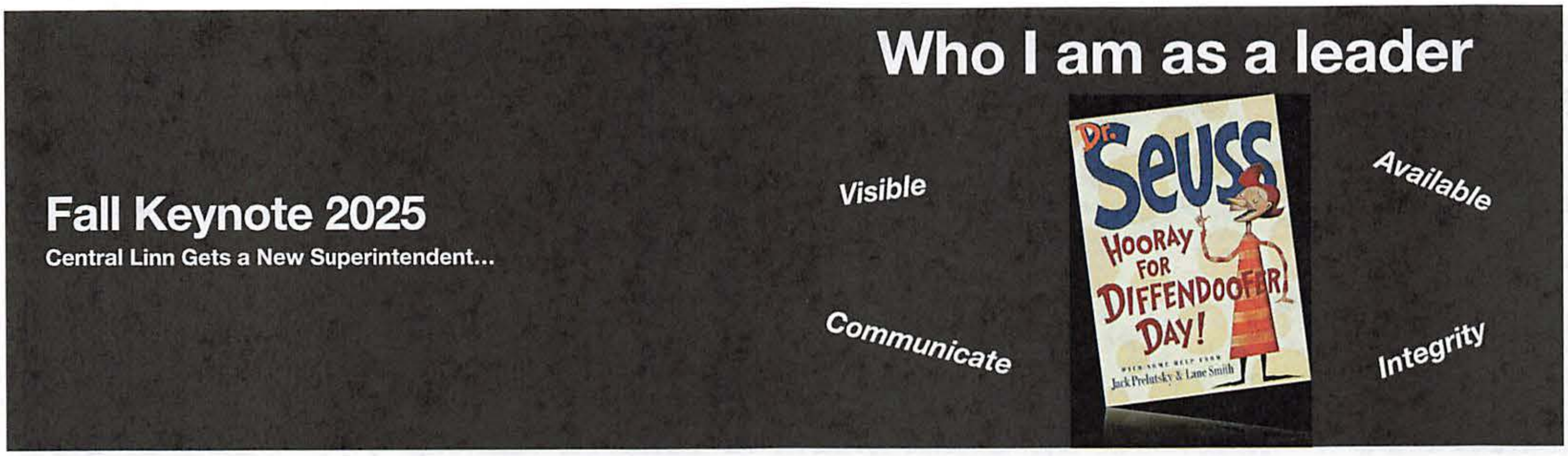
The superintendent, in partnership with the designated board representative, will create an agenda with the location, date, and time for committee meetings.

Committee Minutes:

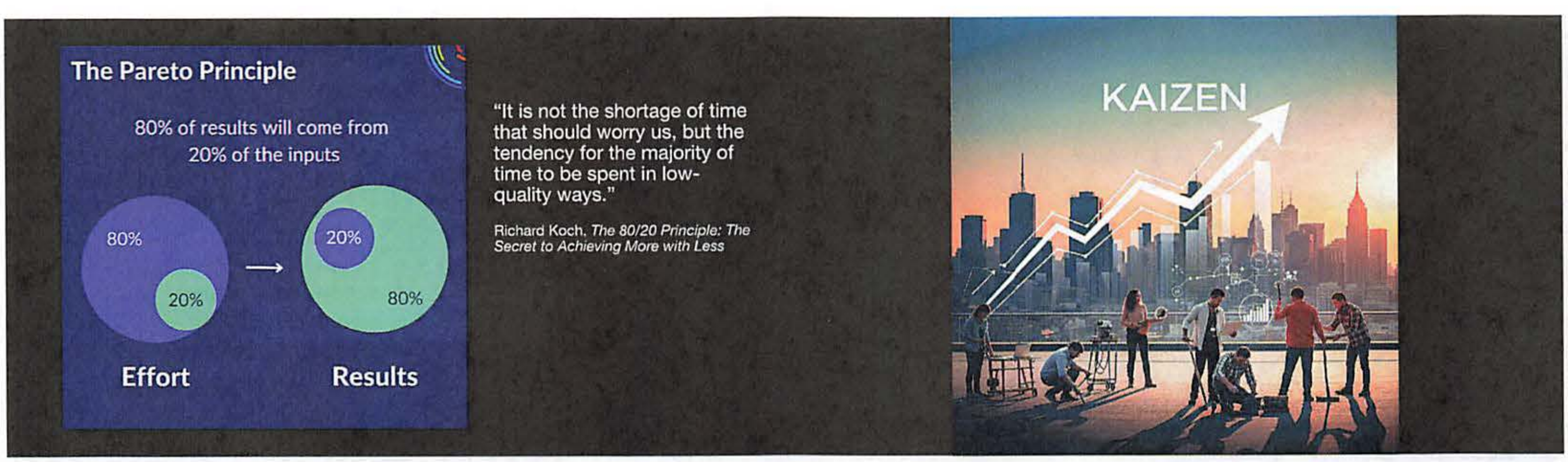
Prepare and submit minutes of all committee meetings to the Board for their information and approval.

Committee Members:

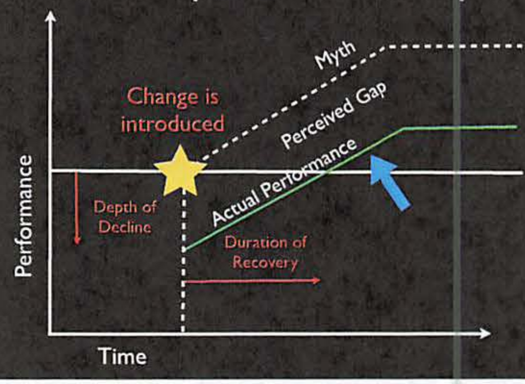
Superintendent
Board members (not to meet quorum)
Other members of the community as appointed by the board


Fall Keynote 2025
Central Linn Gets a New Superintendent...
Who I am as a leader
Visible
Communicate
Dr. Seuss
HOORAY FOR DIFFENDOOFER DAY!
Jack Prelutsky & Lane Smith
Available
Integrity


"Begin with the end in mind."
Stephen Covey
Everything matters, but some things matter more than others.
What is the ONE Thing that if you did it really well would make everything else easier or not important?

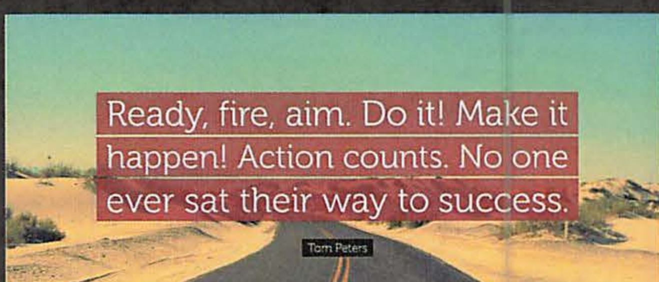

The Pareto Principle
80% of results will come from 20% of the inputs
80%
20%
20%
80%
Effort
Results
"It is not the shortage of time that should worry us, but the tendency for the majority of time to be spent in low-quality ways."
Richard Koch, The 80/20 Principle: The Secret to Achieving More with Less
KAIZEN

The Implementation Dip



Priority Action Planning

- **B-HAG: Big, Hairy, Audacious Goal:** Something in the future, no timeline attached…
- **5 Year Goal:** What is something that could be achieved in 5 Years that would mean progress is made toward the B-HAG?
- **One Year Goal:** What is The ONE Thing (lead domino) to achieve this year that would pave the way for the 5 Year Goal?
  - The One Year Goal has associated priorities and strategies that are tracked throughout the year with monthly tabs and weekly activities.

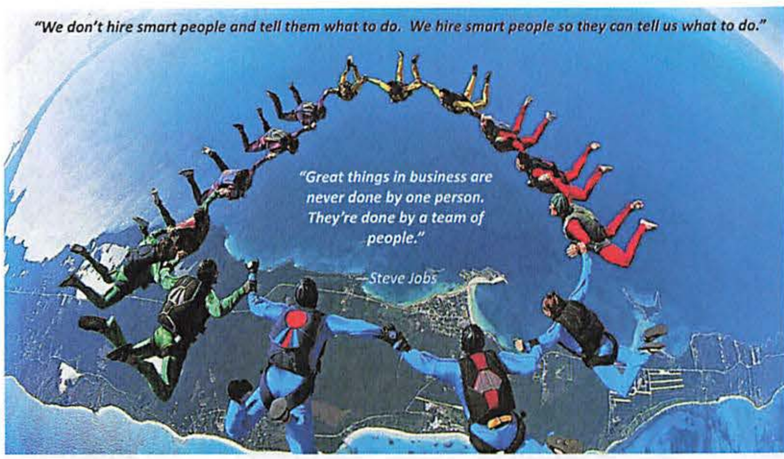


NPS: Net Promoter Score

- The concept behind NPS is simple: How likely is a client or customer going to recommend your services to someone they know? People fall into one of three categories: Promoter, Passive, Distractor.
- It has become The One Number you need to know to grow—it measures the percent of Distractors (0-6) from the percent of Promoters (9-10). The number of Passives (7-8) are not included in the calculation. Industries have been using this metric for 25 years now. It is starting to make its way to higher education and private schools.
- Possible scores are -100 to +100.
- We are going to ask our parents, staff, and students what they think of our services three times a year and track our growth.

Great Teams

Find and Develop "A" Players

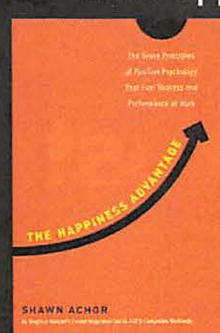


High Performing Teams

- **Forming**: New team is formed. Membership, vision, and goals are determined.
- **Storming**: Stress, struggle, conflict, (or unresolved conflict), and weird stuff happens as team members learn how to work together.
- **Norming**: Roles and responsibilities are defined. Everyone is on the same page. Expectations are clear. Effective systems are put in place. People are starting to enjoy working together.
- **Performing**: Systems are continuously improved. Results happen. High levels of trust exist throughout the team. People are having fun and getting things done.

Google studies High Performing Teams and learns Culture and Dependability is more important than Talent and Intelligence

The Happiness Advantage



~~**Success = Happiness**~~

Happiness

Success

Happiness > Success

> Happiness is not about being blind to the negatives in our environment, it's about the ability to see *both* the negatives as well as the opportunities, possibilities, and paths to success in our external world.

Traditional Formula:

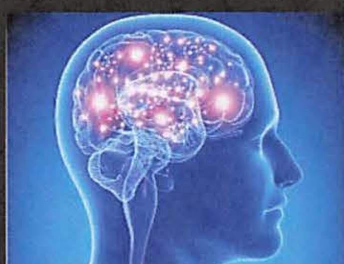
Opportunities, chance, & luck + Hard Work = **Success**, which results in Happiness

Breaking Research:

Happiness (a conscious choice) > Growth Mindset
+ Opportunities
+ Hard Work

SUCCESS

Building positive relationships creates growth mindset pathways in your brain.



And those pathways increase your chance for success in whatever you are doing.

Developing a **Growth Mindset**

Instead of...	Try Thinking...
I'm not good at this.	What am I missing?
I give up.	I'll use a different strategy.
It's good enough.	Is this really my best work?
I can't make this any better.	I can always improve.
I made a mistake.	Mistakes help me learn.
This is too hard.	This may take some time.
I just can't do this.	I am going to train my brain.
I'll never be that smart.	I will learn how to do this.
My friend can do it.	I will learn from them.
Plan A didn't work.	There's always Plan B.

Build Trust

"Trust is built by drops and lost by buckets"

AVID 101

Making Campus Connections: AVID College and Career Readiness Framework

What Students Need: AVID students receive intentional support and mentoring in three major areas that help them become confident individuals who can successfully navigate life and career:

1. **Rigorous Academic Preparedness** — Students develop academic skills and can successfully complete rigorous college and career preparatory curriculum and experiences.

2. **Opportunity Knowledge** — Students research opportunities, set goals, make choices that support their long-term aspirations, and successfully navigate transitions to the next level.

3. **Student Agency** — Students believe in and activate their own potential, build relationships, persist through obstacles, and exercise their academic, social, emotional, and professional knowledge and skills.

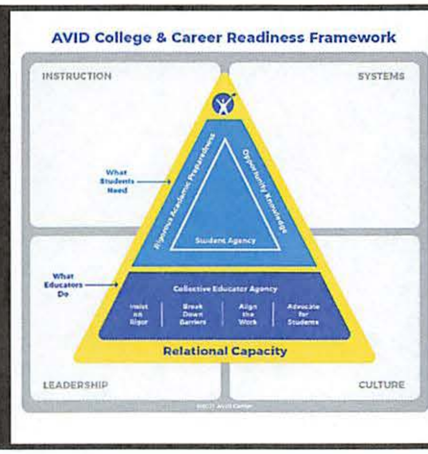
What Educators Do: Teachers and other adults on a school campus play an important role in student success. To bring about this transformation, educators must:

Insist on Rigor — Educators provide learning experiences in which every student is challenged, engaged, and develops a greater ownership of their learning through increasingly complex levels of understanding.

Break Down Barriers — Educators actively identify and work to eliminate structural and perceptual barriers that limit students' access to relevant and challenging learning opportunities.

Align the Work — Educators increasingly align policies, practices, and beliefs to the shared vision of all students succeeding in college, career, and life.

Advocate for Students — Educators extend social, emotional, and academic support to students and challenge policies, practices, or beliefs that limit potential.



Carousel Brainstorm

Rigorous Academic Preparedness

Opportunity Knowledge

Student Agency

Task: List as many things as you can that we ***explicitly and intentionally*** do that supports that topic

Mind Map

CENTRAL LINN SCHOOL DISTRICT
ENROLLMENT

As of August 29, 2025

September 2024		*June 2025*		*August 2025*	
K	**35**	**K**	**35**	**K**	**30**
1	**35**	**1**	**36**	**1**	**29**
2	**28**	**2**	**28**	**2**	**32**
3	**44**	**3**	**40**	**3**	**27**
4	**34**	**4**	**34**	**4**	**37**
5	**32**	**5**	**35**	**5**	**33**
6	**35**	**6**	**35**	**6**	**37**
Total	*243*	*Total*	*241*	*Total*	*225*
7	**37**	**7**	**32**	**7**	**35**
8	**35**	**8**	**34**	**8**	**36**
9	**35**	**9**	**31**	**9**	**40**
10	**44**	**10**	**38**	**10**	**33**
11	**41**	**11**	**35**	**11**	**36**
12	**46**	**12**	**43**	**12**	**46**
Total	*238*	*Total*	*213*	*Total*	*216*
District Total	**481**	**District Total**	**454**	**District Total**	**441**

September 2003 = 583
September 2004 = 640
September 2005 = 647
September 2006 = 678
September 2007 = 644
September 2008 = 651
September 2009 = 655
September 2010 = 708
September 2011 = 676
September 2012 = 676
September 2013 = 710
September 2014 = 657
September 2015 = 643
September 2016 = 652
September 2017 = 643
September 2018 = 644
September 2019 = 633
September 2020 = 579
September 2021 = 552
September 2022 = 529
September 2023 = 541
September 2024 = 481
August 2025 = 441