



**SCHOOL BOARD MEETING AGENDA**

*To view live board meeting please visit the Sweet Home District website: [sweethome.k12.or.us](http://sweethome.k12.or.us) and click YouTube link*

**District Office Conference Room**

**November 18, 2024, 6:30 p.m.**

- |  |            |                 |
|--|------------|-----------------|
| 1. Call the meeting to order/pledge  | J. Redick  | Action          |
| 2. ESPY /SPARK Awards  |            |                 |
| 3. Agenda approval/changes   | J. Redick  | Action          |
| 4. Student & Personnel Reports/Comments  |            |                 |
| A. Certified & Classified Representatives  | Presidents |                 |
| B. Student Report  |            |                 |
| C. Superintendent's Report   | T. Martin  | Information     |
| 1. Enrollment/attendance   |            |                 |
| 2. Strategic Plan Progress   |            |                 |
| A. Pillar 1 - OUTSTANDING ACHIEVEMENT-Health Curriculum Adoption   | B. Riggs   |                 |
| B. Pillar 2 - THRIVING CITIZEN   |            |                 |
| C. Pillar 3 - THRIVING COMMUNITY   |            |                 |
| D. Pillar 4 - SAFE AND WELCOMING FACILITIES AND SERVICE  |            |                 |
| 5. Consent Agenda  | J. Redick  | ALL Action      |
| A. Approve minutes from the October 14, 2024 School Board Meeting  |            |                 |
| B. Approve out-of-state field trip for the Sweet Home Cheer Team who will be competing in the USA Nationals in Anaheim 1/23/25 - 1/27/25 |            |                 |
| C. Approve OSAA Cooperative Sponsorship between Sweet Home and Central Linn to offer Cheerleading beginning in the 2024-25 school year   |            |                 |
| 6. Information/Discussion  |            | ALL Information |
| A. Budget Update/Property Tax Information  | K. Strong  |                 |
| B. Board Policies - Second Reading   |            |                 |
| EBBA – First Aid, Delete   |            |                 |
| EBBA – Student Health Services   |            |                 |
| EBBAA – Infection Control and Bloodborne Pathogens   |            |                 |
| EBBB – Injury or Illness Reports   |            |                 |
| EBC – Emergency Plan and First Aid   |            |                 |
| EBC/EBCA – Emergency Procedures and Disaster Plans, Delete   |            |                 |
| EBCA – Safety Threats  |            |                 |
| EBCB – Emergency Procedure Drills and Instruction  |            |                 |
| GBEB – Communicable Diseases in Schools  |            |                 |
| GBEB-AR – Communicable Diseases in Schools   |            |                 |
| 7. Action Items  | J. Redick  | Action          |
| 8. Public Comments   |            | Information     |
| 9. Board Comments  |            | Information     |
| 10. Late Items   |            |                 |
| 11. Future Agenda Items  | J. Redick  | ALL Information |
| A. Thursday, November 21, 2024 Board Work Session; 5:00 pm in the boardroom  |            |                 |
| B. Next Board Officers Meeting, Monday, December 2, 2024 at 3:30 p.m. Superintendent's Office  |            |                 |
| C. Next Board Meeting December 9, 2024 at 6:30 p.m. in DO Boardroom  |            |                 |
| 12. Adjournment  | J. Redick  | Action          |

# PY/SPARK AWARD WINNERS

2

November 18, 2024



Bailey Chafin

High School

Daniel McCubbins

High School

Jade Olson

Jr. High

Devon Sharp

Jr. High

Alice Marckstadt

Foster

Emilia Alvarez

Hawthorne

Alyssa Hague

Hawthorne

Ellie Ross

Holley

Gracie Mengore

Holley

Noelle Lockart

Oak Heights

Addy Dennull

Oak Heights

Cohen Prescott

Charter

Harper Gray

Charter

**SWEET HOME SCHOOL DISTRICT ENROLLMENT**  
**10/31/2024**

|       |     |     |     |     |     |     |     |     |     |     |     |     |     | Last Month |         |          |          |          |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|---------|----------|----------|----------|
|       | K   | 1   | 2   | 3   | 4   | 5   | 6   | 7   | 8   | 9   | 10  | 11  | 12  | 10/31/24   | 9/30/24 | 10/31/23 | 10/31/22 | 10/31/21 |
| FO    | 35  | 23  | 45  | 45  | 44  | 49  | 40  |     |     |     |     |     |     | 281        | 277     | 306      | 339      | 322      |
| HW    | 34  | 30  | 51  | 39  | 33  | 43  | 26  |     |     |     |     |     |     | 256        | 261     | 277      | 308      | 279      |
| HO    | 20  | 17  | 25  | 20  | 22  | 31  | 22  |     |     |     |     |     |     | 157        | 157     | 166      | 170      | 144      |
| OH    | 34  | 39  | 39  | 49  | 37  | 53  | 55  |     |     |     |     |     |     | 306        | 306     | 306      | 320      | 303      |
| CH    | 19  | 21  | 22  | 20  | 19  | 21  | 20  |     |     |     |     |     |     | 142        | 142     | 142      | 136      | 128      |
| JH    |     |     |     |     |     |     |     | 180 | 176 |     |     |     |     | 356        | 359     | 383      | 381      | 351      |
| HS    |     |     |     |     |     |     |     |     |     | 213 | 175 | 183 | 171 | 742        | 762     | 711      | 684      | 716      |
|       |     |     |     |     |     |     |     |     |     |     |     |     |     |            |         |          |          |          |
| TOTAL | 142 | 130 | 182 | 173 | 155 | 197 | 163 | 180 | 176 | 213 | 175 | 183 | 171 | 2240       | 2264    | 2291     | 2338     | 2243     |
| Grade | K   | 1   | 2   | 3   | 4   | 5   | 6   | 7   | 8   | 9   | 10  | 11  | 12  |            |         |          |          |          |



**SWEET HOME SCHOOL DISTRICT NO. 55**

Sweet Home, Oregon

Board Chairman Jason Redick called the **regular meeting** of the board of Directors of Sweet Home School District No. 55 to order at 6:30 p.m. on October 14, 2024.

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**Board Members in Attendance**

Mike Adams, Floyd Neuschwander, Amanda Carter, Mary Massey, Jim Gourley, Sara Hoffman, Dale Keene: Absent: Jenna Northern, Jason Redick

**Staff Members in Attendance**

Superintendent: Terry Martin; Administrators/Supervisors: Barbi Riggs, Brian Brands, Kevin Strong, Josh Darwood, Darel Bidwell, Ralph Brown, Aaron Huff, Luke Augsburg, Nate Tyler, Darren Perry, Josh Dargis; Certified: Steve Thorpe; Classified: Michelle Bidwell, Velma Canfield; Board Recording Secretary: Julie Emmert

**Other Attendance:** Skyler Chappell, New Era, Parents/Guardians of ESPY/SPARK award winners. Hannah Lovik, Antonia Jernejic, Eturnyti Allison, Christopher Allison

**1. Call the meeting to order/pledge**

**2. ESPY /SPARK Awards -Exceptional Student Performance this Year** – This award is given to students who are doing well academically and have an exceptionally positive attitude about school. They demonstrate respect and responsibility towards staff and their peers. They show courage by not conforming to Peer pressure and refuse to accept anyone who bullies. The School Board and the District want to recognize these students by celebrating their success at the beginning of each Board Meeting. Students received a Certificate, met each of our Board members and their names were announced on the web.

**A. Several other awards were presented:**

1. Hannah Lovik - Life Saving award for telling aid that a student was choking
2. Antonia Jernejic - Life Saving award for saving a choking student
3. Eturnyti Allison and Dad Christopher for telling authorities of the threats to the school

**3. Agenda Approval/Changes**

Chairman Redick called for changes and/or approval of the agenda

***Motion No. 24-55: Board Member Jim Gourley moved to approve the agenda as amended. Board Member Dale Keene seconded the motion. The motion passed unanimously***

**4. Student & Personnel Reports/Comments**

- A. Certified & Classified Representatives: Velma Canfield- Thanked Antonia Jernejic for her life saving award; Steve Thorpe- Thanked Holley Church for their thoughtfulness with the baskets for ALL employees in the district. Appreciated the Superintendent and team for the threat and the way that was handled. Shared what is happening at all of the schools in the district.
- B. STUDENT REP: Rita Victor - Gave a report on Homecoming and the success it was. Student activities are up with over 219 students out for school athletes. Assemblies have been successful with parent participation. Career days are next few weeks and the annual food drive is coming up.
- C. Superintendent's Report:  
Thanked Holley Church for the basket of goodies for all staff.



1. Enrollment- Superintendent Martin reported on current enrollment and funding. We are seeing smaller elementary classes.
2. Division 22 - Barbi Riggs and Darel Bidwell reported on Compliance with Public School Standards. By November 1 the district must share the results and compliance of Division 22. Darel Bidwell shared information on First aid compliance.

The District has met all of the requirements.

3. Strategic Plan Progress
  - A. Pillar 1 - OUTSTANDING ACHIEVEMENT- 23/24 Assessment Results - Superintendent Martin shared the assessment results. Shared information on training days and will continue with curriculum and special ed training throughout the year.
  - B. Pillar 2 - THRIVING CITIZEN - Will get a link out to the board - Our Last you First. It was a legacy type event. It was pretty special.
  - C. Pillar 3 - THRIVING COMMUNITY- We were awarded coins from the City for our part in the threat towards the school and city.
  - D. Pillar 4 - SAFE AND WELCOMING FACILITIES AND SERVICE - Oak Heights - Entrance is open and the Gym will be in working order next week.

## 5. Consent Agenda

- A. Approved minutes from the September 9, 2024 School Board Meeting
- B. Approved hire of Rebecca Ley, Special Education Teacher at the High School for the 2024-2025 school year
- C. Approve temporary hire of Donna Dipietro, Special Education Teacher at Foster Elementary for the 2024-2025 school year

***Motion No. 24-56: Board Member Jim Gourley moved to approve the consent agenda as presented. Board Member Dale Keene seconded the motion. The motion passed unanimously.***

## 6. Information/Discussion

- A. Budget Update/Property Tax Information
 

Budget - Kevin Strong reported the YTD General Fund Spending

Property Tax - Kevin Strong shared that Linn County recently published the 2024-2025 property tax rates. Sweet Home property owners will see higher tax rates this year due to a significant increase in the City of Sweet Home Police Local Option Levy and an increase in the Sweet Home Fire and Ambulance District bond rate. He shared a summary of the year-to-date tax rate changes for properties within the city limits. The financial impact of a \$1/923 per \$1,000 overall increase in tax rates for a property with an assessed value of \$300,000 is \$576.90. The Sweet Home School District's tax rate continued a long-term trend of decreasing, although very modestly this year.
- B. Board Policies - First Reading
  - EBBA – First Aid, Delete
  - EBBA – Student Health Services
  - EBBAA – Infection Control and Bloodborne Pathogens
  - EBBB – Injury or Illness Reports
  - EBC – Emergency Plan and First Aid
  - EBC/EBCA – Emergency Procedures and Disaster Plans, Delete
  - EBCA – Safety Threats
  - EBCB – Emergency Procedure Drills and Instruction
  - GBEB – Communicable Diseases in Schools

**7. Action Items: None****8. Public Comment: None****9. Board Comments:**

Floyd Neuschwander would like to see a Climate Survey sent to employees, staff, classified to see how people are feeling about the district. Would like to form a committee of board members.

***Motion No. 24-57: Board Member Floyd Neuschwander made a motion to form a committee of board members to do a survey. Board Member Mary Massey seconded the motion. The motion did not pass. Mike Adams-yes, Floyd Neuschwander-yes, Mary Massey-yes - Amanda Carter-no, Jim Gourley-no, Sarah Hoffman-no, Dale Keene-no.***

Dale Keene handed out a summary of what he gleaned from the OSBA Summer Conference. Information presented:

- News and information coming through the OSBA, finance and the upcoming Legislative session, were referenced extensively in the various breakout sessions. Most of the larger schools were concerned with the class size and the promises made to their unions on pay and benefits. We will see some discussions and possible legislative fixes coming out of the next legislative session. As Dale sees it, if the formula that is used to pay the school districts is updated, that could be a definite win for our school district. However, if there is a creation of a new funding stream for pay and benefits that might have a negative impact on future negotiations and our community. Definitely something to keep in the back of our minds looking forward.
- The main thing that Dale took away from the Summer Conference is how school districts are using Artificial Intelligence to help teachers reach “every student” wherever they are on the learning curve. In essence, utilizing AI allows our teachers and staff to teach to every student’s level. Using AI in a beneficial way we can create IEP’s for every student. Several examples were given on this subject and how it ties into the creativity of teaching to students in a different way utilizing different modalities. One was of a young girl that was non-verbal. With the help of AI and a personal assistant, she was able to communicate and do basic writing assignments. Along with these interesting breakout sessions, there were also many opportunities for Board Members to get some of the basic training.
- These trainings help us, as Board Members; navigate through pitfalls that we might see at the board level. Dale encouraged board members to attend the next OSBA Summer Conference if possible. He has always taken away something from these to help at the district level, and to grow as a Board Member.

**10. Late Items – NONE****11. Future Agenda Items**

- A. Next Board Officers Meeting, Friday, November 8, 2024 at 3:30 p.m. Superintendent’s Office
- B. Next Board Meeting November 18, 2024 at 6:30 p.m. in DO Boardroom \*\* The third Monday

**12. Adjournment**

The meeting adjourned at 7:36 p.m.

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*Signature, Board Chairman*



**FIELD TRIP REQUEST FORM**  
**OUT-OF-STATE AND/OR OVERNIGHT TRAVEL**  
**Sweet Home School District #55**

**5B**

*To be completed and submitted to the Superintendent for approval at least one month prior to the date (s) of the event. A request for transportation for this field trip should be completed separately through the Transportation Center (Bus Garage) at least 3 weeks prior to the date (s) of the event.*

School: Sweet Home high School

Date Submitted: 10 / 28 / 24

Organization: Cheer

Sponsor: \_\_\_\_\_

Date (s) of trip: 1/23-1/27

Cost Per Student: \$ \$1200

Students Participating: 13-15 #

School Days Missed: 3 #

Transportation By: (Circle One): Activity Bus OR  
Approved Charter Company: \_\_\_\_\_

We will also fly, but have not booked tickets yet.


Destination: Las Vegas, NV

Chaperones (1 per 12 students):  
Amber Rosa  
Lindsey Martin  
Kayla Rosa

Dar Hummer

Purpose: We are unable to compete at USA Nationals in Anaheim this year because it falls on the same weekend as our State Championships. We are going to try a different Nationals competition that lots of schools around the state have been attending called JAMZ Spirit Nationals in Las Vegas, NV. The venue is off the strip, and we plan to stay in an a BNB off of the strip as well.

Itinerary: 1/23 Fly out and practice day, 1/24 Compete in Prelims, 1/25 Compete in Finals, 1/26 Something fun, maybe cirque de solei or the theme park above circus circus, 1/27 Travel home

Principal's Signature: 

Date: 10/29/24

Transportation's Signature: \_\_\_\_\_

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

Approved: 

Disapproved: \_\_\_\_\_

Returned for More Information: \_\_\_\_\_

Reason Disapproved: \_\_\_\_\_



# OSAA Cooperative Sponsorship Application Created

A new OSAA Cooperative Sponsorship Application has been created seeking a new coop between Sweet Home and Central Linn to offer Cheerleading beginning in the 2024-25 school year.

This 1 year coop is **not yet approved** and additional information must be provided by both schools. The following information must be entered into your online form before your school can submit this coop application.

- Reason for creating the cooperative sponsorship
- Locations where practices and contests will be held
- Activity participant numbers, by grade, for the previous year and the estimated number of participants for this school year and next year
- School board approval and digital signature of the Superintendent
- Desired league or special district placement
- A representative's approval from the specified league/special district to join

Once you have input all of the required information, you will need to submit the form. Submitting the online form will automatically notify the OSAA office of your application and you will not have to send in a physical copy of the form. Additional information can be found on the online form or in the [OSAA Handbook](#).

View/edit this form at [www.osaa.org/forms/coop-application/922/edit](http://www.osaa.org/forms/coop-application/922/edit)

This e-mail is for informational purposes and was sent to both schools' Athletic Director AD Secretary. Your form was recently created and requires additional information before it can be submitted. You must be logged in to view, edit, submit, or withdraw your form.

Regards,

Oregon School Activities Association  
[www.osaa.org](http://www.osaa.org)

YTD GENERAL FUND SPENDING COMPARED TO ADOPTED BUDGET & YTD SPENDING LAST YEAR

BY OBJECT CODE  
10/31/2024

2024-2025 Spending by Function

| Function         | Budget     | Actual    | % of Budget |
|------------------|------------|-----------|-------------|
| 1000 Instruction | 17,921,753 | 2,995,697 | 16.7%       |
| 2000 Support     | 13,811,064 | 4,235,615 | 30.7%       |
| 3000 Community   | 477,155    | 143,777   | 30.1%       |
| 5200 Transfers   | 2,007,500  | 0         | 0.0%        |
|                  | 34,217,472 | 7,375,089 | 21.6%       |

6A

| OBJECT    | DESCRIPTION                             | 2024-25<br>Adopted<br>Budget | YTD<br>as of 9/30/23 | YTD<br>as of 9/30/24 | Year-to-Year<br>Increase/<br><Decrease> | Spending<br>as a % of<br>budget |
|-----------|---|------------------------------|----------------------|----------------------|---|---------------------------------|
| 0111/0123 | Licensed Salaries                       | 7,558,913                    | 1,098,562            | 1,169,915            | 71,353                                  | 15.5%                           |
| 0112/0124 | Classified Salaries                     | 5,581,224                    | 1,265,222            | 1,294,004            | 28,782                                  | 23.2%                           |
| 0113/0114 | Administrators/Managers                 | 1,956,697                    | 542,683              | 574,316              | 31,633                                  | 29.4%                           |
| 0121      | Substitutes - Licensed                  | 415,000                      | 54,163               | 53,287               | (876)                                   | 12.8%                           |
| 0122      | Substitutes - Classified                | 423,500                      | 126,039              | 133,866              | 7,827                                   | 31.6%                           |
| 0132      | Overtime                                | 40,000                       | 10,657               | 16,315               | 5,658                                   | 40.8%                           |
| 0134/0135 | Extra Duty                              | 420,980                      | 114,699              | 117,987              | 3,288                                   | 28.0%                           |
| 0210/0213 | Public Employees Retirement Sys.        | 4,180,155                    | 720,634              | 754,508              | 33,874                                  | 18.0%                           |
| 0220      | Social Security                         | 1,280,089                    | 236,047              | 249,874              | 13,827                                  | 19.5%                           |
| 0231      | Worker's Compensation                   | 154,608                      | 14,067               | 18,153               | 4,086                                   | 11.7%                           |
| 0232      | Unemployment Compensation               | 245,801                      | 6,180                | 6,367                | 187                                     | 2.6%                            |
| 0233      | Oregon Paid Leave                       | 101,012                      | 13,132               | 19,878               | 6,746                                   | 19.7%                           |
| 0240      | Contractual Employee Benefits           | 3,202,000                    | 505,304              | 527,132              | 21,828                                  | 16.5%                           |
| 0241      | Tuition Reimbursement - Admin.          | 10,000                       | 0                    | 0                    | 0                                       | 0.0%                            |
| 0242      | Tuition Reimbursement - Certified       | 20,000                       | 0                    | 0                    | 0                                       | 0.0%                            |
| 0243      | Conference/Wrkshp Reimb. - Cert.        | 10,000                       | 628                  | 0                    | (628)                                   | 0.0%                            |
| 0244      | Conf./Wrkshp Reimb. - Classif.          | 2,500                        | 0                    | 0                    | 0                                       | 0.0%                            |
| 0245      | District Paid Deferred Comp             | 16,850                       | 4,083                | 4,323                | 240                                     | 25.7%                           |
| 0249      | Personal Choice Enroll Fee              | 2,000                        | 640                  | 640                  | 0                                       | 32.0%                           |
| 0312/0319 | Instructional Services                  | 80,000                       | 1,540                | 500                  | (1,040)                                 | 0.6%                            |
| 0321      | Cleaning Services                       | 17,500                       | 4,254                | 5,352                | 1,098                                   | 30.6%                           |
| 0322      | Repairs and Maintenance Services        | 66,210                       | 18,553               | 22,015               | 3,462                                   | 33.3%                           |
| 0324      | Rentals                                 | 8,000                        | 0                    | 0                    | 0                                       | 0.0%                            |
| 0325      | Electricity                             | 388,000                      | 99,325               | 110,061              | 10,736                                  | 28.4%                           |
| 0327      | Fuel (Heating)                          | 286,000                      | 25,113               | 17,340               | (7,773)                                 | 6.1%                            |
| 0327      | Water and Sewage                        | 249,000                      | 100,799              | 83,814               | (16,985)                                | 33.7%                           |
| 0328      | Garbage                                 | 94,000                       | 22,417               | 24,401               | 1,984                                   | 26.0%                           |
| 033X      | Other Transportation                    | 82,850                       | 15,640               | 12,460               | (3,180)                                 | 15.0%                           |
| 0340      | Travel                                  | 45,840                       | 27,878               | 22,165               | (5,713)                                 | 48.4%                           |
| 0351/9    | Telephone/Data Communications           | 157,500                      | 40,065               | 41,108               | 1,043                                   | 26.1%                           |
| 0353      | Postage                                 | 25,000                       | 3,511                | 3,068                | (443)                                   | 12.3%                           |
| 0354      | Advertising/Public Notices              | 3,500                        | 0                    | 1,678                | 1,678                                   | 47.9%                           |
| 0355      | Printing and Binding                    | 43,175                       | 2,967                | 164                  | (2,803)                                 | 0.4%                            |
| 0360      | Charter School Payments                 | 1,500,000                    | 483,891              | 508,581              | 24,690                                  | 33.9%                           |
| 0374      | Other Tuition                           | 90,000                       | 0                    | 0                    | 0                                       | 0.0%                            |
| 0381      | Audit Services                          | 39,000                       | 5,000                | 5,100                | 100                                     | 13.1%                           |
| 0382/0384 | Legal & Negotiation Services            | 20,000                       | 12,117               | 1,786                | (10,331)                                | 8.9%                            |
| 0388/0389 | Other Non-instructional Prof/Tech       | 805,000                      | 255,699              | 284,990              | 29,291                                  | 35.4%                           |
| 0410      | Supplies and Materials (incl. bus fuel) | 443,121                      | 116,846              | 129,331              | 12,485                                  | 29.2%                           |
| 0412/413  | Supplies Tires & Vehicle Parts          | 85,000                       | 7,229                | 8,454                | 1,225                                   | 9.9%                            |
| 0414      | Supplies Custodial                      | 150,000                      | 58,922               | 50,782               | (8,140)                                 | 33.9%                           |
| 0415      | Supplies Maintenance                    | 457,500                      | 257,616              | 292,488              | 34,872                                  | 63.9%                           |
| 0416      | Supplies Grounds                        | 37,000                       | 13,274               | 13,188               | (86)                                    | 35.6%                           |
| 0417      | Supplies Maintenance Vehicles           | 15,000                       | 845                  | 2,099                | 1,254                                   | 14.0%                           |
| 0420      | Textbooks                               | 1,970                        | 934                  | 29,919               | 28,985                                  | 1518.7%                         |
| 0430      | Library Books                           | 14,730                       | 2,620                | 1,751                | (869)                                   | 11.9%                           |
| 0440      | Periodicals                             | 3,355                        | 173                  | 0                    | (173)                                   | 0.0%                            |
| 0460      | Non-consumable Items                    | 289,976                      | 31,384               | 49,229               | 17,845                                  | 17.0%                           |
| 0470      | Computer Software                       | 95,791                       | 87,589               | 94,496               | 6,907                                   | 98.6%                           |
| 0480      | Computer Hardware                       | 245,795                      | 44,166               | 54,998               | 10,832                                  | 22.4%                           |
| 052x/054x | Equipment Acquisition                   | 118,000                      | 0                    | 17,224               | 17,224                                  | 14.6%                           |
| 0640      | Dues and Fees                           | 101,830                      | 69,778               | 68,593               | (1,185)                                 | 67.4%                           |
| 0651/5    | Liability Insurance & Settlements       | 162,000                      | 136,783              | 140,623              | 3,840                                   | 86.8%                           |
|           | Property Insurance Premiums             | 367,000                      | 329,918              | 336,766              | 6,848                                   | 91.8%                           |
|           | Transfer to Josai                       | 7,500                        | 0                    | 0                    | 0                                       | 0.0%                            |
| 0712      | Transfer to Long Term Maint.            | 1,650,000                    | 0                    | 0                    | 0                                       | 0.0%                            |
| 0713      | Transfer to PERS Reserve Fund           | 100,000                      | 0                    | 0                    | 0                                       | 0.0%                            |
| 0715      | Transfer to Curriculum/Tech. Fund       | 250,000                      | 0                    | 0                    | 0                                       | 0.0%                            |
|           |   | 34,217,472                   | 6,989,586            | 7,375,089            | 385,503                                 | 21.6%                           |

Elem sci. curriculum arrived this fiscal year.



## POLICY UPDATE SUMMARY

First Reading: October 14, 2024

Second Reading: November 18, 2024

Final Reading: December 9, 2024

EBBA – First Aid, Delete- *Recommend delete. Considering recent changes to the health services OAR 581-022-2220, several OSBA model policies have been revised. This content has been revised according to the OAR and reorganized into EBC.*

EBBA – Student Health Services – PROPOSED to replace the old policy

EBBAA – Infection Control and Bloodborne Pathogens Optional policy. The requirements regarding an Exposure Control Plan and infection control

EBBB – Injury or Illness Reports- Added/updated Language

EBA/EBCA – Emergency Procedures and Disaster Plans, Delete - *Delete this double coded policy and consider EBC*

EBC – Emergency Plan and First Aid - Highly recommended policy. This policy informs districts about requirement for an emergency procedures plan (OAR 581-022-2225), and other minimum standards for providing emergency care to students.

EBCA – Safety Threats - Required policy. Requirement for policy comes from ORS 339.324 which outlines actions of a school district when a safety threat action has occurred.

EBCB – Emergency Procedure Drills and Instruction - Added/updated Language

GBEB – Communicable Diseases in Schools- Added/updated Language

GBEB-AR – Communicable Diseases in Schools- Added/updated Language

*The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581- 022-2220 on health services. The changes result in a requirement to develop “a written prevention-oriented health services plan for all students” (OAR 581-022-2220(1). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings. As a result of these changes there is a list of policies and administrative regulations (AR’s), included herein, which have been revised.*

*House Bill 3584 was passed in the 2023 legislative session. The bill requires districts to adopt policy language about using electronic communication to notify parents, guardians and employees within 24 hours of a safety threat action that was not a drill. The bill states the communication should be “provided” in a manner that communicates relevant facts and details as necessary and useful.*



# Sweet Home School District 55

Code: EBBA  
Adopted: 1/11/99  
Revised/Readopted: 6/13/22  
Orig. Code: EBBA

## First Aid\*\* (Version 1)

In cases of sudden illness or injury to a student or staff member, first aid will be given by school staff. Further medical attention for a student is the responsibility of the student's parent(s), or of someone the parent(s) designate in the case of an emergency.

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

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

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

All employees are expected to know where first-aid supplies and equipment are kept in their work areas. Designated employees in each building shall hold current first-aid cards. In compliance with Oregon Administrative Rules, each school shall have, at a minimum, at least one staff member with a current first-aid card for every 60 students enrolled or an emergency response team per building. Such team shall consist of no less than six persons who hold current first-aid/CPR cards and who are trained annually in the district and building emergency plans. Names of the designated employees will be posted.

END OF POLICY

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### Legal Reference(s):

|                    |                              |                         |
|--------------------|------------------------------|-------------------------|
| <u>ORS 329.025</u> | <u>ORS 336.211 – 336.214</u> | <u>OAR 581-021-0590</u> |
| <u>ORS 332.007</u> | <u>OAR 581-021-0017</u>      | <u>OAR 581-022-2050</u> |
| <u>ORS 336.201</u> | <u>OAR 581-021-0031</u>      | <u>OAR 581-022-2220</u> |
| <u>ORS 336.204</u> | <u>OAR 581-021-0587</u>      | <u>OAR 581-022-2515</u> |

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

### Cross Reference(s):

GB - General Personnel PoliciesGBE - Staff Health and Safety

# Sweet Home School District 55

Code:

EBBA

Adopted:

## Student Health Services\*\*

(Version 2)

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

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

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

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

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

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

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

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



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

**P**

**END OF POLICY**

**Legal Reference(s):**

**O**

ORS 329.025

ORS 332.007

ORS 336.201

ORS 336.204

ORS 336.211 – 336.214

OAR 581-021-0017

OAR 581-021-0031

OAR 581-021-0587

OAR 581-021-0590

OAR 581-022-2050

OAR 581-022-2220

OAR 581-022-2515

**E**

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

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

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

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

**D**



# OSBA Model Sample Policy

Code:

EBBAA

Adopted:

## Infection Control and Bloodborne Pathogens

The Board recognizes that staff and students incur some risk of infection and illness each time they are exposed to blood or other potentially infectious materials. While the risk to staff and students of exposure to body fluids due to casual contact with individuals in the school environment is very low, the Board regards any such risk as serious.

Consequently, the Board directs adherence to standard precautions. Standard precautions require that staff and students approach infection control as if all direct contact with human blood and body fluids is known to be infectious for bloodborne pathogens<sup>1</sup>.

The district shall develop an Exposure Control Plan in accordance with the requirements in law<sup>2</sup>.

The Exposure Control Plan shall be reviewed and updated at least annually and when necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure. The review and update shall also:

1. Reflect changes in technology that eliminate or reduce exposure to bloodborne pathogens;
2. Annually, document consideration and implementation of appropriate commercially available and effective safer medical devices designed to eliminate or minimize occupational exposure.

The plan shall include training followed by an offer of hepatitis B vaccine and vaccination series for all staff who are required to provide first aid to students and/or for all staff who have occupational exposure as determined by the district. Training shall be provided at the time of initial assignment to tasks where occupational exposure may take place and at least annually<sup>3</sup> thereafter. Staff will receive the annual

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<sup>1</sup> "Bloodborne pathogens" are pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV). 29 CFR 1910.1030(b)

<sup>2</sup> See 29 CFR 1910.1030(c)(1) and OAR 437-002-1059 for more information about an Exposure Control Plan.

<sup>3</sup> Annual training for all employees shall be provided within one year of their previous training. (29 CFR 1910.1030(g)(2)(iv))

training as well as the location and a content review of first-aid and clean-up kits. Kits shall be readily available<sup>5</sup> in close proximity<sup>6</sup> to all employees in the building and for district vehicles, including each bus<sup>7</sup>.

Personal protective equipment appropriate to job tasks shall be provided by the district. A post-exposure evaluation and follow-up shall be made available to any employee sustaining an occupational exposure.

The district recognizes that employees who use medical sharps in the performance of their duties (e.g., administering injectable medicines to students, such as epinephrine and glucagon) must, at least annually, be provided with the opportunity to identify, evaluate and select engineering and work practice controls (e.g., sharps disposal containers, self-sheathing needles, safer medical devices, such as sharps with engineered sharps injury protections and needleless systems). The district will implement such work practice controls, as appropriate. The district will document the solicitation of input from such staff in the plan.

Documentation, including a sharps injury log, will be maintained in accordance with law<sup>8</sup>.

The Exposure Control Plan will be accessible to employees in accordance with law<sup>9</sup>.

Students will be instructed in safe practices to prevent transmission of bloodborne pathogens in accordance with Oregon Health Standards.

END OF POLICY

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**Legal Reference(s):**

ORS 322.107  
OAR 437-002-0161  
OAR 437-002-0360  
OAR 437-002-1030  
OAR 437-002-1035  
OAR 581-022-2050  
OAR 581-022-2220  
OAR 581-053-0240(23)  
OAR 581-053-0250(1)  
OAR 581-053-0640(2)

Occupational Safety and Health Standards, Bloodborne Pathogens, 29 C.F.R. §§ 1910.1020, 1910.1030.

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<sup>4</sup> See 29 CFR 1910.1030(g)(2) for information about training requirements.

<sup>5</sup> OAR 437-002-0161(2) First-Aid Supplies. (a) The employer shall provide first-aid supplies based upon the intended use and types of injuries that could occur at the place of employment. The first-aid supplies shall be available in close proximity to all employees. Either bulk pack or unit pack supplies are acceptable. (b) "In proximity" is defined as that which is available nearby to ensure prompt treatment in the event of need.

<sup>6</sup> "In proximity" is defined as that which is available nearby to ensure prompt treatment in the event of need. (OAR 437-002-0161(1)(b))

<sup>7</sup> Emergency equipment for buses, includes, but is not limited to, body fluid cleanup and first-aid kits. (OAR 581-053-0240(23); OAR 581-053-0640)

<sup>8</sup> See OAR 437-002-1030(3) and OAR 437-002-1035.

<sup>9</sup> See 29 CFR 1910.1020(e) for requirements on providing access.



# Sweet Home School District 55

Code: EBBB  
Adopted: 1/18/18  
Revised/Readopted: 6/13/22  
Orig. Code: EBBB

## Injury or Illness Reports

All injuries or illnesses<sup>1</sup>, sustained by the employee while in the actual performance of the duty of the employee, occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business will be reported immediately to a supervisor. Staff members will report self-administered first-aid<sup>2</sup> treatment to an immediate supervisor. All accidents involving employees, students, visiting public or district property will be reported immediately to a supervisor. A written report will be submitted within 24 hours to the district's safety officer. Reports will cover property damage as well as personal injury.

In the event of a work-related<sup>3</sup> illness or injury to an employee resulting in in-patient overnight hospitalization for medical treatment<sup>4</sup> other than first aid, loss of an eye, amputation or avulsion<sup>5</sup> the district safety officer shall report the incident to the Oregon Occupational Safety and Health Division (OR-OSHA). This report will be made within 24 hours after notification to the district of an illness or injury. Fatalities or catastrophes<sup>6</sup> shall be reported<sup>7</sup> to OSHA within eight hours.

ALL injuries or illnesses sustained by an employee, while in the actual performance of the duty of the employee or by a student or visiting public and accidents involving district property, employees, students

<sup>1</sup> The Oregon Occupational Safety and Health Division provides: "Injury or illness" means an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illnesses include both acute and chronic illnesses, such as, but not limited to, skin disease, respiratory disorder, or poisoning (record injuries and illnesses only if they are new, work-related cases that meet one or more of the recording criteria). (OAR 437-001-0015(39))

<sup>2</sup> For employees, "first aid" means any one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, or similar injuries that do not ordinarily require medical care. Such one-time treatment and subsequent observation is considered first aid even though it is provided by a physician or registered professional personnel. (OAR 437-001-0015(34))

<sup>3</sup> An injury or illness is work related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting injury or illness. (OAR 437-001-0700(6)) condition.

<sup>4</sup> "Medical treatment" is the management includes managing or care of caring for a patient to combat for the purpose of combatting disease or disorder. The following are not considered medical treatment: visits to a physician doctor or other licensed health care healthcare professional solely for observation or counseling; diagnostic procedures, such as x-rays and blood tests, including administering prescription medications used solely for diagnostic purposes; or and any procedure that can be labeled first aid according to OAR 437-001-0700(8)(d)(A)(iii).

<sup>5</sup> Amputations and avulsions are only required to be reported if they result in bone loss. (OAR 437-001-0704(4))

<sup>6</sup> "Catastrophe A catastrophe" is an accident in which two or more employees are fatally injured, or three or more employees are admitted to a hospital or an equivalent medical facility. (OAR 437-001-0015(11))

<sup>7</sup> Reporting must be done in person or by telephone. (OAR 437-001-0704(3))



or visiting public will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

The district safety officer will maintain records on ~~and reports on serious injuries, illnesses, and including~~ accidents involving district property, ~~or employees, students or visiting public.~~ These records will include prevention measures taken, reporting information, ~~publics, and~~ periodic statistical reports on the number and types of injuries, illnesses and accidents occurring in the district, and ~~as well as on the measures being taken to prevent such injuries/illnesses in the future.~~ ¶

¶ ~~The records will include monthly and annual analyses reporting information and an analysis of accident the data, and trends will be conducted at least annually.~~ Such reports will be submitted to the superintendent, ~~for review annually.~~

END OF POLICY

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**Legal Reference(s):**

ORS 339.309

OAR 437-001-0700

OAR 437-002-0360

OAR 437-001-0015

OAR 437-001-0704

OAR 437-002-0377

OAR 437-001-0760

OAR 581-022-2225

**Cross Reference(s):**

EH - Records and Data Management  
GBE - Staff Health and Safety

# Sweet Home School District 55

Code: EBA/EBCA  
Adopted: 12/14/16  
Revised/Readopted: 6/13/22  
Orig. Code: EBA/EBCA

## Emergency Procedures and Disaster Plans

The superintendent will develop and maintain a plan specifying procedures to be used in such emergencies as disorderly conduct, unlawful assembly, disturbances at school activities, natural disasters, fire, illness or injury of a student or staff member, and safety threats on district property. The superintendent will consult with community and county agencies while developing this plan.

The district's Emergency Procedures Plan will meet the standards of the State Board of Education.

Copies of the Emergency Procedures Plan will be available in every school office and other strategic locations throughout the district. Parents will be informed of the district's plan for the care of students during an emergency situation. The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.

In the case of long-term disruption to district operations as a result of a pandemic, declared public health emergency or other catastrophe, the district emergency plan shall at a minimum include the following:

1. Who is in charge of the district plan;
2. What steps the district will take to stop the spread of disease;
3. How sick students will be identified;
4. Transportation plan for sick students;
5. Disease containment measures for the district;
6. Communication plan for staff, students and parents;
7. Continuing education plan for students;
8. Procedures for dealing with student privacy rights;
9. Employee leave procedures during a pandemic flu or other catastrophe;
10. Employee pay and benefit plan and procedures;



- 11 Facility utilization by other agencies procedures;
- 12 Business operations plan for offsite operation or alternative measures.

END OF POLICY

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Legal Reference(s):

ORS 192-660(2)(k)  
ORS 332.107  
ORS 433-260

ORS 433.441

OAR 437-002-0161

OAR 581-022-2030(3)(c)  
OAR 581-022-2220  
OAR 581-022-2225

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# OSBA Model Sample Policy

Code:

EBC

Adopted:

## Emergency Plan and First Aid\*\*

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

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

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

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

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

END OF POLICY

### Legal Reference(s):

ORS 30.800

ORS 192.660(2)(k)

ORS 332.107

ORS 453.060

ORS 433.441

OAR 437-002-0042

OAR 437-002-0120 - 0139

OAR 437-002-0161

OAR 437-002-0360

OAR 437-002-0377

OAR 581-022-2030(3)(c)

OAR 581-022-2220

OAR 581-022-2225

OAR 581-053-0003(40)

OAR 581-053-0220(3)(e)(B)(iii)

OAR 581-053-0320(5)(b)

OAR 581-053-0420(2)(f)(B)

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

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



# OSBA Model Sample Policy

Code:

EBCA

Adopted:

## Safety Threats\*\*

“Safety threat action” means a lockdown, lockout, shelter in place or evacuation that: (a) is initiated by a school in response to a safety threat; and (b) is not a planned drill.

When a school or the district initiates a safety threat action, the school or district shall issue an electronic communication as expediently as possible and not later than 24 hours after initiation of the safety threat action. The communication will be issued in culturally appropriate languages to effectively communicate with parents and guardians of students attending the school at which the safety threat action occurred.

The communication must include:

1. A general description of the issue that caused the safety threat action to be taken;
2. The duration of time the safety threat action was taken, from when the action was initiated until when it concluded;
3. Actions taken by the school or district to resolve the situation that caused the safety threat action and actions taken to protect student safety; and
4. An explanation of how the situation was resolved.

The communication shall be provided in a manner which communicates relevant facts and details as may be necessary or useful for parents and guardians to understand any potential threats to student safety, and to assist parents and guardians in helping students understand and mentally process the incident and any resulting trauma.

A communication will also be issued to employees of the school at which the safety threat action occurred, and must include the same information as above and any additional information as may be permitted by relevant confidentiality and privacy requirements.

The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.

END OF POLICY

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### Legal Reference(s):

ORS 192.660(2)(k)

ORS 332.107

ORS 339.324

# Sweet Home School District 55

Code: EBCB  
Adopted: 12/14/15  
Revised/Readopted: 6/13/22  
Orig. Code: EBCB

## Emergency Procedure Drills and Instruction

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

All schools are required to instruct and drill students on district emergency procedures so they that students can respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes, and safety threats. Instruction on emergency procedures fires, earthquakes, safety threats, and drills for students shall be conducted for at least 30 minutes each school month.

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

### Fire Emergencies

~~The district will conduct monthly fire drills. At least one fire drill will be held within the first 10 days of the school year.~~ Drills and instruction on fire emergencies shall include routes and methods of exiting the school building.

### Earthquake Emergencies

At least two drills on earthquakes shall be conducted each year.

Drills and instruction for earthquake emergencies shall include the earthquake emergency response procedure of "drop, cover and hold on" during the earthquake. When based on the evaluation of specific engineering and structural issues related to a building, the district may include additional response procedures for earthquake emergencies.

### Safety Threats

At least two drills on safety threats shall be conducted each year.

Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety, and will include explanation of the district's communication strategy following a safety threat action (See Board policy EBCA - Safety Threats\*\*).

The district may provide additional instruction relating to other disasters such as flooding, drought, excessive snowfall or wildfires.<sup>1</sup>

<sup>1</sup> The Oregon Department of Education has resources available at <https://www.oregon.gov/ode/schools-and-districts/grants/pages/threat-and-hazard-resources.aspx>.



~~The Board may use ORS 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.¶~~

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

END OF POLICY

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**Legal Reference(s):**

ORS 192.660(2)(k)  
ORS 336.071

ORS 339.324  
ORS 476.030

OAR 581-022-2225

OREGON STATE FIRE MARSHAL, OREGON FIRE CODE.

**Cross Reference(s):**

GBE - Staff Health and Safety

# Sweet Home School District 55

Code: GBEB  
Adopted: 11/09/20  
Revised/Readopted: 9/12/22  
Orig. Code: GBEB

## Communicable Diseases – Staffin Schools

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

A student or

An employee may not attend school or work, respectively, while in a communicable stage of a restrictable disease or when an administrator has reason to suspect that the student or employee has or has been exposed to any disease for which exclusion is required in accordance with law. The district may provide an educational program in an alternative setting. Services will be provided to students as required by law and per administrative regulation GBEB AR Communicable Diseases – Staff. If the disease is a reportable disease, the administrator will report the occurrence to the local health department.

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

The district shall protect the confidentiality of each student's and employee's health condition and record to the extent possible and consistent with federal and state law.

Employees shall provide services to students as required by law. In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator may shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure.

The district shall protect the confidentiality of an employee's health condition and record to the extent possible and consistent with federal and state law.

The district will include, as part of its general emergency plans, a description of the actions to be taken by district staff in buildings and by the case of a declared public health emergency or other catastrophe that disrupts district in response operations.

The superintendent will develop administrative regulations necessary to medical emergencies implement this policy.

END OF POLICY

Legal Reference(s):



ORS 332.107  
ORS 431.150 - 431.157  
ORS 433.001 - 433.004  
ORS 433.010

ORS 433.110  
ORS 433.235 - 433.284  
OAR 333-018

OAR 333-019-0010  
OAR 333-019-0014  
OAR 581-022-2220  
OAR 581-022-2225

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

**Cross Reference(s):**

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

# Sweet Home School District 55

Code: GBEB-AR  
Revised/Reviewed: 11/09/20  
Orig. Code: GBEB-AR

## Communicable Diseases – Staffin Schools

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

1. “Restrictable diseases” are defined by rule<sup>1</sup> and include but are not limited to COVID-19<sup>2</sup>, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection in a child who~~if~~, in the opinion of the local health officer, ~~the person~~ poses an unusually high risk to ~~other children~~ others (e.g., ~~a child that~~ exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health. ~~A disease is considered to be a restrictable disease if it is listed in Oregon Administrative Rule (OAR) 333-019-0010, or it has been designated to be a restrictable disease by the local public health administrator after determining that it poses a danger to the public’s health.~~
2. “Susceptible” for a child means lacking documentation of immunization required under OAR 333-050-0050, or if immunization is not required, lacking evidence of immunity to the disease.
3. “Susceptible” for a school ~~“Susceptible” for an~~ employee means lacking evidence of immunity to the disease.
4. “Reportable diseases” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

### Restrictable Diseases

A student or<sup>¶</sup>

1. ~~An~~ employee of the district will not attend ~~school~~ or work, respectively, at a district school or facility while in a communicable stage of a restrictable disease, ~~including a communicable stage of COVID-19<sup>3</sup>~~, unless authorized to do so under Oregon law. When an administrator has reason to suspect that a student ~~or an~~ employee has a restrictable disease, the administrator shall send ~~them~~ ~~the~~ employee home.
2. An administrator shall exclude a susceptible student ~~or an~~ employee if the administrator has reason to suspect ~~they have~~ ~~that an employee has~~ been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not

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

<sup>2</sup> ~~Added per OAR 333-019-1000(2).~~<sup>¶</sup>

<sup>3</sup> ~~“Communicable stage of COVID-19” means having a positive presumptive or confirmed test of COVID-19.~~<sup>¶</sup>



necessary to protect the public's health. The administrator may request the local health officer to make a determination as allowed by law. If the disease is reportable, the administrator or designee may will report the occurrence to the local health department.

3. ~~A student or An administrator shall exclude an employee if the administrator has been notified by a local public health administrator or local public health officer that the employee has had a substantial exposure to an individual with COVID-19 and exclusion is deemed necessary by same.¶~~
4. An employee will be excluded in such instances until such time as the student or employee, respectively, presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 - 678.390, local health department nurse or school nurse stating that the student or employee does not have or is not a carrier of any restrictable disease.
5. An exclusion administrator may allow attendance of an employee restricted for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or vomiting may be if the restriction has been removed by a school nurse or health care provider.
6. More stringent exclusion standards for students or employees from school or work may be adopted by the local health department.
7. ~~The district's emergency plan shall address the district's plan with respect to a declared public health emergency at the local or state level.¶~~

#### **Reportable Diseases Notification**

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

#### **Equipment and Training**

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