

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 RoomJuly 14, 2025, 6:30 p.m.

- |  |           |                 |
|--|-----------|-----------------|
| 1. Call the meeting to order/pledge  | M. Adams  | Action          |
| 2. Action Items  |           |                 |
| A. Certify Board of Director Election Results  |           |                 |
| B. Swear in new Board members  |           |                 |
| 3. Elect Board Officers for 2025-2026 ORS 322.040, 332.005(2) BC/BCA   | M. Adams  | Action          |
| Board Chair: _____   |           |                 |
| Vice-Chair: _____  |           |                 |
| Secretary: _____   |           |                 |
| 4. Agenda approval/changes   | Chairman  | Action          |
| 5. Personnel Reports/Comments  |           |                 |
| A. Superintendent's Report   | T. Martin | Information     |
| 1. Enrollment  |           |                 |
| 6. Consent Agenda  | Chairman  | ALL Action      |
| A. Approve minutes from the June 9, 2025 School Board Meeting, June 23, 2025 Work Session  |           |                 |
| B. Designate the Local Government Investment Pool and Key Bank as depositories for the District for 2025-2026 ORS 328.441 DG   |           |                 |
| C. Designate Superintendent as Chief Administrative Officer, District Clerk and Hearings Officer for 2025-2026 ORS 332-515   |           |                 |
| D. Designate Pauly Rogers as auditors of record for 2025-2026  |           |                 |
| E. Designate The Hungerford Law Firm as attorney of record for 2025-2026 DJCA  |           |                 |
| F. Authorize cooperative purchasing agreements with other local education agencies, county, state, and federal agencies for 2025-2026  |           |                 |
| G. Designate the Business Manager as the Deputy Clerk, custodian of funds and Budget Officer for 2025-2026 ORS 328.441, 328.445, ORS 294.331                                     |           |                 |
| H. Designate Superintendent as the signature authority on all state and federal grants for 2025-2026 ORS 332.525   |           |                 |
| I. Designate Brown & Brown as our Insurance Agent of Record for 2025- 2026   |           |                 |
| J. Authorize Business Manager & Superintendent to handle District funds for the 2025-2026 fiscal year  |           |                 |
| K. Authorize Sweet Home School Board as the Local Public Contract Review Board ORS 279A.060  |           |                 |
| L. Approve to extend the award for Food Products and Non-Food Supplies to Sysco for the 2025-2026 school year  |           |                 |
| M. Accept the retirement of Angie Yon, Special Education Teacher at the Jr. High with the contingency to be placed on a post retirement agreement for the 2025-2026 school year. |           |                 |
| 7. Information/Discussion  |           | ALL Information |
| A. Long Range Facility Plan  |           |                 |
| 8. Action Items  | Chairman  | Action          |
| A. Designate the day, time and location for the official school board meetings for the 2025-2026 school year ORS-322-045BD/BDA   |           |                 |
| B. Approve hire of GLAS Architects to conduct a comprehensive facility assessment and update the districts Long-Range Facility Plan  |           |                 |

9. Board Comments		Information
10. Late Items		
11. Future Agenda Items	Chairman	ALL Information
Next Board Officers Meeting TBD		
Next Board Meeting TBD		
Summer Board Conference, August 8-10, 2025 Salem Convention Center		
New Teacher Luncheon - August 18, 2025 at 11:30- Boardroom at District Office		
All Staff Inservice - August 25, 2025 - more details to come		
12. Adjournment	Chairman	Action

# Sweet Home School District 55

2B

Code: BBBB  
Adopted: 6/08/98  
Revised/Readopted: 4/11/22  
Orig. Code: BBBB

## Board Member Oath of Office

Any elected or appointed Board member must qualify by taking an oath of office before assuming the duties of office.

The oath of office will be in the following form:

### Oath of Office

Hold up your right hand and repeat after me: I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support the Constitution of the United States, the Constitution of the state of Oregon and the laws thereof, and the policies of the Sweet Home School District. During my term, I will faithfully and impartially discharge the responsibilities of the Office of School Board Member to the best of my ability.

END OF POLICY

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#### Legal Reference(s):

[ORS 332.005](#)

SWEET HOME SCHOOL DISTRICT ENROLLMENT  
6/30/2025

Last Month															
	K	1	2	3	4	5	6	7	8	9	10	11	12	6/30/25	5/30/25
FO	34	22	43	43	45	41	40							268	267
HW	32	30	54	42	31	45	26							260	260
HO	21	19	27	23	24	33	22							169	169
OH	34	41	37	47	39	53	51							302	305
CH	18	21	22	21	19	21	20							142	142
JH								174	172					346	348
HS										194	166	164	137	661	668
TOTAL	139	133	183	176	158	193	159	174	172	194	166	164	137	2148	2159
Grade	K	1	2	3	4	5	6	7	8	9	10	11	12		



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 June 9, 2025.

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**Board Members in Attendance**

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

**Staff Members in Attendance**

Superintendent: Terry Martin; Administrators/Supervisors: Kevin Strong, Josh Darwood, Ralph Brown, Luke Augsburger, Nate Tyler, Lisa Leatham, Mark Looney, Brian Brands; Certified: Steve Thorpe; Classified: none; Board Recording Secretary: Julie Emmert

**Other Attendance:** Scott Swanson, New Era

The Board of Directors of the Sweet Home School District will hold a public hearing on the District's 2025-2026 Budget from 6:30 p.m. to 7:00 p.m. During this time the Board shall receive comments from the public on the budget. If there are no comments, the Board will proceed with the regular School Board Meeting. The public hearing will close at 7:00 p.m.

**1. Called the meeting to order/pledge****2. Public Comments: NONE****3. Agenda Approval/Changes**

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

***Motion No. 25-32: Board Member Dale Keene moved to approve the agenda as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously***

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

- A. Certified & Classified Representatives: Steve Thorpe - recognized the accomplishments of our admin team this school year. Graduation - was a great success and the scholarships were outstanding. Thanked the board for attending and representing the district. 25 early grads. Safe party was a great success.
- B. Student representative: NONE
- C. Superintendent's Report:
  - 163 students graduated on Friday Night- great success.
  - Honored our board who are retiring. Thanked those who served.
  - Thanked Lisa Leatham for her time at Foster.
  - Building Principals have been sending pictures in and we have been putting them out to parents letting them see what is happening in our schools.
  - Enrollment/Attendance- Hawthorne was the attendance winner with 92%.
    - 1. Strategic Plan Progress: Will be updating the strategic plan for next year.
      - A. Pillar 1 - OUTSTANDING ACHIEVEMENT
      - B. Pillar 2 - THRIVING CITIZEN
      - C. Pillar 3 - THRIVING COMMUNITY
      - D. Pillar 4 - SAFE AND WELCOMING FACILITIES AND SERVICE

**5. Consent Agenda**

- A. Approved minutes from the May 12, 2025, School Board Meeting
- B. Approved hire of Kayla Lopez, Social Studies at the High School for the 2025-2026 school year
- C. Approved hire of Jesse Nelson, Science at the Jr. High school for the 2025-2026 School year

- D. Approved hire of Thomas Love, Art Teacher at the High School for the 2025-2026 school year

6A

***Motion No. 25-33: Board Member Jim Gourley moved to approve the consent agenda as presented. Board Member Mary Massey seconded the motion. The motion passed unanimously.***

**6. Information/Discussion**

- A. Budget Update: Kevin Strong gave a budget update YTD General fund spending compared to adopted budget & YTD spending last year by object code

**7. Action Items**

- A. **RESOLUTION #02-2425** Close Public Hearing with a motion to adopt the 2025-2026 approved budget (should be close to 7:00 p.m.)

***Motion No. 25-34: Board Member Jim Gourley moved to adopt the 2025-2026 budget with no changes including \$1,937,000 for general obligation bond debt service and maintaining a permanent tax rate of \$5.0057 per \$1,000 of assessed value and a local option tax rate of \$0.30 per \$1,000 of assessed value. Board Member Dale Keene seconded the motion. The motion passed unanimously.***

Several questions were raised regarding the budget - differences from last year to this coming year. PERS will be going up next year and our enrollment is going down. This will impact our budget.

- 8. Board Comments:** Floyd Neuscwander commented on the scholarships that were granted and given to our students. Kristin Adams is a huge part of the kids being motivated to apply for these scholarships.

Mary Massey thanked Jason for his 20 years of service and Jim Gourley for his service and helping her through the learning process of being a board member. Also thanked the district for the quick reaction to the incident that happened at the track during the kickball tournament.

Jason Redick wanted to leave stressing that the kids should always be first!

Jim Gourley hopes the new board will continue to pinpoint what the superintendent is doing and keep him on track should be the board's priority. Mike Adams thanked Jason for his 20 years of service to the board.

**9. Late Items – NONE**

**10. Future Agenda Items**

- A. Work Session - New Board Members, Monday, June 23, 2025 - 3:00 - 6:00 pm
- B. Next Board Officers Meeting, Monday, July 7, 2025 at 3:30 p.m. Superintendent's Office
- C. Next Board Meeting- Monday, July 14, 2025 at 6:30 p.m. in DO Boardroom
- D. Summer Board Conference, August 8-10, 2025 Salem Convention Center

**11. Adjournment**

The meeting adjourned at 7:19 p.m.

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*Signature, Board Chairman*

*Julie Emmert, Board Recording Secretary (This meeting was also recorded and saved supt/board/audio)*



Board Chairman Jason Redick called the **work session meeting** of the board of Directors of Sweet Home School District No. 55 to order at 3:00 p.m. on June 23, 2025.

**Board Members in Attendance**

Mike Adams, Mary Massey, Dale Keene, Floyd Neuschwander, Rachel Maynard    Absent: Amanda Carter, Jenna Northern, Dustin Nichol, Erin Barstad

**Staff Members in Attendance**

Superintendent: Terry Martin; Administrators/Supervisors:Darwood, Barbi Riggs, Brian Brands; Certified: Board Recording Secretary: Julie Emmert

1. Called the meeting to order
- Mike Adams Action
2. Work Session
- Jennifer Nelson, OSBA

The presentation provided a structured framework for developing high-functioning governance practices aligned with student outcomes. Key concepts and content included: Balanced Governance Standards: Review of evidence-based standards emphasizing role clarity, accountability, innovation, and cultural responsiveness. Board vs. Superintendent Responsibilities: Exploration of governance versus management distinctions with an emphasis on ethics, transparency, and communication. Scenario Practice: Real-world examples prompted discussion of board conduct, public meetings law, conflict of interest, and the superintendent evaluation process. Tools for Collaboration: Introduction to resources such as operating agreement templates, evaluation standards, and strategic monitoring frameworks. The Board’s Influence on Student Success: Emphasis on the board’s role in setting expectations and modeling a culture of belonging and achievement. The training reaffirmed the board’s belief that all students can learn and succeed and reinforced the importance of staying grounded in shared values and data-informed oversight.

**Activity Dare to lead - find the values**

Accountability	*Stewardship
*Giving Back	humor
Efficiency Fiscal	Kindness
Success/	Balance
*Integrity	Patriotism
honey	Spiritutulay
service	future generations
vision	Roles & Responsibilities:
collaboration	Balanced Governance Standards

Participants engaged in small and large group discussions focused on board culture, relationships, and alignment with district goals. A key feature of the session was a Brené Brown–inspired values exercise, which invited members to reflect on and share their top personal values that influence their decision to serve on the board. June 2025 Top Shared Values: Integrity, Giving Back, Stewardship, Efficiency (Fiscal Responsibility) Additional Values Identified: Accountability, Success (results-based), Honesty, Service, Vision,

Collaboration, Balance, Humor, Kindness, Patriotism, Spirituality (Faith), and Future Generations Compared to the board's November 2024 values exercise—which emphasized ethics, community, accountability, giving back and future generations—this updated reflection revealed a growing emphasis on fiscal stewardship, collaboration, and balance, highlighting the board's desire to lead effectively through change while remaining focused on long-term student success. Other discussion highlights included: Reinforcing respectful board-superintendent relationships Setting expectations for public engagement and meeting decorum Recognizing the board's role in supporting and monitoring implementation of strategic priorities

Strategies 1. Foster a Collaborative and Unified Board Culture: Build trust through shared values, onboarding support for new members, and role clarity. 2. Support Strategic Alignment: Continue integrating the board's work on the Portrait of a Graduate, strategic priorities, and revised mission/vision with administrative planning efforts. 3. Clarify Governance Structures: Finalize operating agreements and evaluation processes to guide effective superintendent oversight. 4. Promote Transparency and Engagement: Model respectful public engagement and strengthen communication protocols. Priorities and Next Steps 1. August 2025 Strategic Planning Session: Continue work on the district's strategic plan by aligning the draft plan developed by the superintendent and leadership team with the board's completed work on strategic priorities, the Portrait of a Graduate, and the revised mission and vision statements. This work will include discussion of a plan for monitoring and reporting progress toward strategic goals. 2. Develop Board-Superintendent Operating Agreements: Establish expectations for communication, decision-making, and professional conduct. 3. Establish a Monitoring Plan: Define metrics and methods for monitoring progress toward strategic goals and student outcomes. 4. Board Chair Mentorship: Begin outlining a succession and mentorship plan to ensure continuity in board leadership.

### 3. Adjournment

The meeting adjourned at 5:48 p.m.

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*Signature, Board Chairman*

*Julie Emmert, Board Recording Secretary (This meeting was also recorded and saved supt/board/audio)*



Angie Yon  
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Sweet Home, OR 97386  
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541.990.8368

June 9, 2025

Terry Martin, Sweet Home School District Superintendent  
920 Long St, Sweet Home, OR 97386  
Sweet Home, OR 97386

Dear Superintendent Martin,

I am writing to formally announce my retirement from my position as a special education teacher at Sweet Home Junior High School, effective July 1, 2025.

Although I will be officially retired, I am interested in continuing in my current role as a special education teacher at Sweet Home Junior High for the next year or two, contingent on school board approval.

Thank you for your understanding and for the opportunity to contribute to our school community over the last 30 years. It has been a pleasure to spend my career in Sweet Home.

Please let me know how to proceed with this transition effectively and if there are any additional steps I should take.

Sincerely,

Angie Yon  
Sweet Home Junior High  
Special Education Teacher

**MEMORANDUM**

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**To:** Board of Directors

**From:** Josh Darwood  
Kevin Strong

**Subject:** Long Range Facility Plan

**Date:** June 16, 2025

We would like to invite interested Board members to participate in the long-range facility planning process over the coming months.

Participation will involve attending several meetings and visiting other schools as part of the planning work. Up to four Board members may take part without exceeding quorum requirements.

We will also invite community members, students, and staff to contribute to this important process.

Once the process is complete, we will share the recommendations and final report with the full Board for review and discussion.

**MEMORANDUM**

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**To:** Board of Directors

**From:** Josh Darwood  
Kevin Strong

**Subject:** Award Selection for Facility Assessment and Long Range Facility Plan

**Date:** June 16, 2025

We request Board approval to hire GLAS Architects to conduct a comprehensive facility assessment and update the district's Long-Range Facility Plan.

Five architecture firms responded to our Request for Proposal. We were very impressed by the quality, depth, and professionalism of the submissions. Each firm brought valuable experience and a thoughtful approach, making this a highly competitive selection process. We sincerely appreciate the time and effort each firm invested in their proposals.

GLAS Architects was ultimately selected based on their strong qualifications and extensive history with the Sweet Home School District. Their past work includes the Sweet Home High School renovation (2002–2004), the Sweet Home Junior High School renovation (2018–2020) and architectural assistance for seismic and safety improvement projects at our elementary schools.

We anticipate the cost of the facility assessment and Long-Range Facility Plan will be fully covered by two grants we have received from the Oregon Department of Education, totaling \$80,000.

A comprehensive facility assessment and updated Long Range Facility Plan are required for the district to be eligible to receive an Oregon School Capital Improvement Matching grant if the Board decides to pursue a bond in the future.