

SCHOOL BOARD MEETING AGENDA

To view the live board meeting, please visit the Sweet Home School District website and click the YouTube link: [shsd55or.gov](https://www.youtube.com/watch?v=shsd55or.gov)

District Office Conference Room

September 14, 2026, 6:30 p.m.

- | | | |
|---|--------------------|-----------------|
| 1. Call the meeting to order/pledge | D. Keene | Action |
| 2. Agenda approval/changes | D. Keene | Action |
| 3. Public Comment | | |
| 4. Student & Personnel Reports/Comments | Presidents | |
| A. Certified & Classified Representatives | | |
| B. Student Report | | |
| C. Superintendent's Report | T. Martin | Information |
| 1. Enrollment/Attendance Update | | |
| 2. Principal Report-Strategic Plan Progress | | |
| A. Pillar 1 - Safe & Engaging Schools - Start up and inservice recap | | |
| B. Pillar 2 - Thriving Students & Prepared Citizens - School presentation | | |
| C. Pillar 3 - Academic Success for All - SB 141 | | |
| D. Pillar 4 - Connected School Community - Fall athletes meal put on by the booster club, guest presented by Middle School Leadership | | |
| 5. Consent Agenda | D. Keene | ALL Action |
| A. Approve Regular Board Minutes from the August 10, 2026 and the Special Board Meeting from August 5, 2026 | | |
| B. Approve hire of Cherrie Heimsoth, Special Ed Opportunity Rm at Foster Elementary effective August 31, 2026 | | |
| C. Approve hire of Richard Smithson, Special Ed LRC at the High School effective August 31, 2026 | | |
| D. Approve hire of Noah Talavera, Special Ed (PALS) teacher at Hawthorne effective August 31, 2026 | | |
| E. Accept resignation from Laura Jacobsma-Opdahl, TOSA Title Teacher at Foster Elementary effective immediately | | |
| F. Accept Resignation from Chris Sherburne, Science Teacher at the High School effective immediately | | |
| G. Approve hire of Phillip Ayer, Science Teacher at the High school effective August 31, 2026 | | |
| H. Approve transfer for Jennifer Ashcraft from High School Spanish Teacher to TOSA Title Teacher at Foster Elementary effective August 31, 2026 | | |
| I. Accept resignation from Jane Ydia, Special Ed PALS Teacher at Hawthorne Elementary effective immediately | | |
| J. Accept resignation from Elizabeth Eder, Special Ed Teacher at the High School effective immediately | | |
| K. Accept resignation from Deborah Suing, 5th Grade Teacher at Oak Heights effective immediately | | |
| L. Approve hire of Alex Day, 5th Grade Teacher at Oak Heights effective August 31, 2026 | | |
| M. Approve hire of Juan Vasquez, Spanish Teacher at the High School Effective September 8, 2026 | | |
| N. Approve hire of Kobe Olson, Natural Resources Teacher at the High School Effective August 31, 2026 | | |
| 6. Information/Discussion | | ALL Information |
| A. Budget Report | K. Strong | |
| B. 25-26 Integrated Programs Annual Report | K. Strong/B. Riggs | |

- | | | |
|--|----------|-----------------|
| 7. Action Items | D. Keene | Action |
| A. Approve Board Policy - KNA - Immigration Enforcement on District Property | | |
| B. Resolution 3-2627- Authorizing the District to use the CM/GC Contracting Method for the Upcoming SHHS Renovation and Construction Project | | |
| 8. Board Comments | | Information |
| 9. Late Items | | |
| 10. Future Agenda Items | D. Keene | ALL Information |
| A. Next Board Officers Meeting - Monday, October 5, 2026 at 3:30 | | |
| B. October 9, 2026 - Teacher Inservice Day | | |
| C. Next Board Meeting Monday, October 12, 2026 at 6:30 | | |
| D. October 22-23, 2026 - Conferences | | |
| 11. Adjournment | D. Keene | Action |

Board Chairman Mike Adams called the Special Board Meeting of the board of Directors of Sweet Home School District No. 55 to order at 6:30 p.m August 10, 2026.

Board Members in Attendance

Mike Adams, Dale Keene, Jenna Northern, Rachel Maynard, Chris Hiaasen, Robert Webster, Dustin Nichol, Mary Speck, Amanda Carter Absent:

Staff Members in Attendance

Superintendent: Terry Martin, Barbi Riggs, Brian Brands, Josh Darwood, Kevin Strong; Classified; Michelle Bidwell, Lisa Gourley; Board Recording Secretary: Julie Emmert

Other Attendance: Brandon Saveskie, New Era, Luke Augsburg, Chelsey Augsburg

1. Call the meeting to order

2. Agenda Approval/Changes

Motion No. 26-50: Board Member Mary Speck moved to approve the board meeting agenda. Board Member Jenna Northern seconded the motion. The motion passed unanimously

Robert Webster - yes

Chris Hiaasen - yes

Rachel Maynard - yes

Amanda Carter - yes

Mike Adams - yes

Dale Keene - yes

Jenna Northern - yes

Mary Speck - yes

Dustin Nichol - yes

3. Public Comment: None

4. Information/Discussion

Personnel Reports/Comments

A. Superintendent's Report

- Josh Darwood delivered a presentation explaining the Construction Manager/General Contractor (CM/GC) delivery model, which the board is scheduled to consider for approval next month. Key benefits of the CM/GC approach discussed include:
 - Early contractor involvement during selection
 - Enhanced design alignment and input
 - Collaborative team approach
 - Proactive risk reduction
 - Transparent price negotiation
 - Seamless project execution and completion

5. Consent Agenda

- A. Approved Regular Board and Worksession Minutes from the July 13, 2026
- B. Approved hire of Kaley Siewert, 4th grade teacher at Oak Heights effective 8/31/26
- C. Approved hire of Scott Boyer, science teacher at the High School effective 8/31/26

- D. Accepted Resignation of Maricel Rendado, Special Ed. Opportunity Teacher at Foster effective August 6, 2026
- E. Approved hire of Ema Gardner, Social Studies Teacher at the High School effective August 31, 2026
- F. Summer School Teachers: Approved hire Summer Anderson (HW), Liz Konstantin (OH), Pam Hayes (FO), Isabelle Cherrington (HO). Foster's dates are August 10-20, 2026. Hawthorne, Holley, Oak Heights- August 17-27, 2026.

Motion No. 26-51: Board Member Jenna Northern moved to approve the consent agenda as presented. Board Member Rachel Maynard seconded the motion. The motion passed unanimously

Robert Webster - yes
Chris Hiaasen - yes
Rachel Maynard - yes
Amanda Carter - yes
Mike Adams - yes
Dale Keene - yes
Jenna Northern - yes
Mary Speck - yes
Dustin Nichol - yes

6. Information/Discussion

- A. Budget Report- Kevin Strong gave an updated budget report.
- B. Auditor Letter Regarding Upcoming Audit. There is a questionnaire that board members can fill out and hand in or send directly to the auditor.
- C. Board Policies - Second Reading

Chairman Dale Keene shared some changes - Board Committees BCE, GBN/JBA - AR is crossed out and so we added policy back in. Mary had asked question a few question and

BBAA – Individual Board Member's Authority and Responsibilities, Delete
 BBAA – Board Member's Authority and Responsibilities, New
 BBE – Vacancies on the Board, (Version 1), Delete
 BBE – Vacancies on the Board, New
 BBE-AR – Board Member Vacancy Application, New
 BCB – Board Officers
 BCE – Board Committees, Delete
 BCE – Board Committees, New
 BCF – Advisory Committees to the Board, Delete
 BD – Board Meetings, Notices and Communications, New
 BD/BDA – Board Meetings, Optional, Delete
 BDD – Board Meeting Procedures, Delete
 BDD – Board Meeting Procedures, Optional, New
 BDDC – Board Meeting Agenda, Optional, Delete
 BDDC – Board Meeting Agenda, New
 BDDG – Minutes of Board Meetings, Delete
 BDDG – Recordings and Minutes of Board Meetings, New
 CBA – Qualifications and Duties of the Superintendent
 CBG – Evaluation of the Superintendent
 CEA - Educational Equity Advisory Committee
 EBB – Integrated Pest Management
 ECAA – Access to Buildings
 GAA – Personnel Definitions
 GBA – Equal Employment Opportunity
 GBN/JBA – Sexual Harassment

Motion No. 26-53: *Board Member Mary Speck moved to approve the consent agenda as presented. Board Member Rachel Maynard seconded the motion. The motion passed unanimously*

Robert Webster - yes
Chris Hiaasen - yes
Rachel Maynard - yes
Amanda Carter - yes
Mike Adams - yes
Dale Keene - yes
Jenna Northern - yes
Mary Speck - yes
Dustin Nichol - yes

- D. Board Policy - First Reading
KNA- Immigration Enforcement on District Property

Kevin Strong shared information regarding these resolutions presented

7. Action Items

- A. Resolution #1-2627 - Authorize the District to issue and sell up to \$40 million in voter-approved general obligation bonds to fund student safety improvements, career and technical education facilities, and the replacement of aging high school buildings. The resolution also authorizes the Superintendent or Business Manager to finalize the bond structure and sale, appoint the necessary financing professionals, and complete the required tax, disclosure, and post-issuance compliance activities.

Motion No. 26-54: *Board Member Jenna Northern moved to approve Resolution #1 as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously*

Robert Webster - yes
Chris Hiaasen - yes
Rachel Maynard - yes
Amanda Carter - yes
Mike Adams - yes
Dale Keene - yes
Jenna Northern - yes
Mary Speck - yes
Dustin Nichol - yes

- B. Resolution #2-2627 - Authorize the Superintendent or Business Manager to execute and deliver the OSCIM grant agreement on behalf of the District, along with any related documents necessary to secure the grant funding.

Motion No. 26-55: *Board Member Jenna Northern moved to approve the Resolution #2-2627 as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously*

Robert Webster - yes
Chris Hiaasen - yes
Rachel Maynard - yes
Amanda Carter - yes
Mike Adams - yes
Dale Keene - yes

Jenna Northern - yes

Mary Speck - yes

Dustin Nichol - yes

5A

8. Board Comments: None

9. Late items

10. Future Agenda Items

- A. New Teacher Luncheon - August 25, 2026 at 11:30- Boardroom at District Office
- B. All Staff Inservice - September 1, 2026 - more details to come
- C. Next Board Officers Meeting - Monday, August 31, 2026 at 3:30
- D. Next Board Meeting TBD - Monday, September 14, 2026 at 6:30

11. Adjourned at 655pm

Signature, Board Chairman

Julie Emmert, Board Recording Secretary

Board Chairman Mike Adams called the Special Board Meeting of the board of Directors of Sweet Home School District No. 55 to order at 5:00 p.m August 5, 2026.

Board Members in Attendance

Mike Adams, Dale Keene, Rachel Maynard ZOOM, Robert Webster, Chris Hiaasen ZOOM, Dustin Nichol, Mary Speck, Amanda Carter ZOOM Absent: Jenna Northern

Staff Members in Attendance

Superintendent: Terry Martin; Kevin Strong, Josh Darwood Darel Bidwell Classified; Michelle Bidwell, Sean McNellis; Board Recording Secretary: Julie Emmert

Other Attendance: Brandon Saveskie, New Era

1. Call the meeting to order & Pledge of Allegiance

2. Agenda Approval/Changes

Motion No. 26-46: Board Member Mike Adams moved to approve the special board meeting agenda. Board Member Mary Speck seconded the motion. The motion passed unanimously

Robert Webster - yes

Chris Hiaasen - yes

Rachel Maynard - yes

Amanda Carter - yes

Mike Adams - yes

Dale Keene - yes

Jenna Northern - AB

Mary Speck - yes

Dustin Nichol - yes

3. Information/Discussion

A. Board Goals - Superintendent Martin read through the 3 areas: Focus on Adopted Priorities, Use Data to inform decisions, Adherence to the Board-Superintendent Compact

B. Superintendent Goals- Goal Strategic Implementation: Communication & Transparency, Goal 2 Student Achievement U& SB 141 Compliance. Shared the evidence & accountability matrix

C. Superintendent Compacts- SHSD Board - Superintendent Operating Compact; Core Interaction, Board Goals, Meeting Protocols & Professionalism, Operational Framework, Professional Governance commitments

D. Board Policy 1st Reading

a. JO-AR - Student Data Suppression Rule

Superintendent Martin shared the information regarding this new proposed policy.

E. Addressed Letter to Board from Luke Augsburger.

- Dale Keene shared information regarding a letter addressed to the Board from Luke Augsburger. Certain related items were created during an executive session. The information was sent to the OSBA, which provided an affirmative response. Due to ongoing concerns from board officers, the matter was subsequently forwarded to the board's attorney. Dale Keene sent a letter to Luke Augsburger.

4. Action items

A. Approve Board Goals

Motion No. 26-47: Board Member Mike Adams moved to approve 2026-2027 Board Goals. Board Member Dustin Nichol seconded the motion. The motion passed 6 yes 2 no

Robert Webster - yes

Chris Hiaasen - Yes

Rachel Maynard -no
 Amanda Carter - yes
 Mike Adams - yes
 Dale Keene - yes
 Jenna Northern -AB
 Mary Speck -No
 Dustin Nichol - yes

Discussion -

Mary Speck asked if similar goals had been established in the past and expressed concern regarding some of the wording.

Goals were defined as the objectives the board is working toward.

Dustin Nichol advised that issues should be directed to the board chair prior to meetings to allow for preparation and stated that this procedure helps prevent board members from discussing prohibited topics, such as personnel issues, during public meetings.

B. Approve Superintendent Goals

Motion No. 26-48: Board Member Mike Adams moved to approve 2026-2027 Superintendent Goals. Board Member Dustin Nichol seconded the motion. The motion passed 7 yes 1 no

Robert Webster - yes
 Chris Hiaasen - yes
 Rachel Maynard - yes
 Amanda Carter - yes
 Mike Adams - yes
 Dale Keene - yes
 Jenna Northern - AB
 Mary Speck - no
 Dustin Nichol - yes

Discussion

Mary Speck asked questions regarding STAR. Superintendent Martin explained what STAR is and how it is being used. STAR is the selected local measurement. ODE offered five options.

C. Approve Superintendent Compacts

Motion No. 26-49: Board Member Mike Adams moved to approve 2026-2027 Superintendent Compacts. Board Member Dustin Nichol the motion. The motion passed 7 yes 1 no

Robert Webster - yes
 Chris Hiaasen - yes
 Rachel Maynard - yes
 Amanda Carter - yes
 Mike Adams - yes
 Dale Keene - yes
 Jenna Northern - AB
 Mary Speck -no
 Dustin Nichol - yes

5. Adjourned at 5:48 pm

Signature, Board Chairman

Julie Emmert, Board Recording Secretary

SWEET HOME SCHOOL DISTRICT 55

5B

RECOMMENDATION TO HIRE

CANDIDATE NAME: Cherrie Heimsoth

POSITION: Oppt, Rm

JOB #: 34-2027

DATE: 8/11/2026

BUILDING: Foster

ADMINISTRATOR: Brian Brands

Does this candidate hold a current Oregon License?

yes ☐ no ☒

Does this candidate hold an Out-of-State License?

yes ☒ no ☐

Is this candidate in the process of obtaining an Oregon License?

yes ☒ no ☐

Type of Endorsement: _____

Have three reference checks been completed?

yes ☐ no ☐

Effective Date: 8/31/2026

Other Information:

Office use only:

Superintendent review date:

Board approval date:

9/14/26

RECOMMENDATION TO HIRE

CANDIDATE NAME: Richard Smithson
POSITION: HS. Special Ed LRC
JOB #: 35-2627
DATE: 8/11/2026
BUILDING: High School
ADMINISTRATOR: Brian Brands

Does this candidate hold a current Oregon License?

yes

☒

no

☐

Does this candidate hold an Out-of-State License?

yes

☐

no

☒

Is this candidate in the process of obtaining an Oregon License?

yes

☐

no

☒

Type of Endorsement:

Professional Teaching-Special
EQ

Have three reference checks been completed?

yes

☒

no

☐

Effective Date:

8/31/2026

Other Information:

Office use only:

Superintendent review date:

Board approval date:

8/14/2026

SWEET HOME SCHOOL DISTRICT 55

5D

RECOMMENDATION TO HIRE

CANDIDATE NAME: Noah Talavera

POSITION: Special Ed Pals

JOB #: 33-2627

DATE: 8/11/2024

BUILDING: Hawthorne

ADMINISTRATOR: Brian Brands

Does this candidate hold a current Oregon License?

yes ☒ no ☐

Does this candidate hold an Out-of-State License?

yes ☐ no ☒

Is this candidate in the process of obtaining an Oregon License?

yes ☒ no ☐

Type of Endorsement: Restricted License (Prelim)

Have three reference checks been completed?

yes ☒ no ☐

Effective Date: 8/31/2024

Other Information:

Office use only:

Superintendent review date:

Board approval date:

9/14/2024

August 17, 2026

Dear Sweet Home School District,

I am writing to formally withdraw my acceptance of the Title Teacher position at Foster Elementary. This was not an easy decision, as I was truly excited about the opportunity to join the district and contribute to the school community.

Due to circumstances that have arisen, I am no longer able to accept the position. I sincerely appreciate the position offered to me, your confidence in me, and the time and kindness extended throughout the hiring process. I apologize for any inconvenience this may cause.

Thank you again for the opportunity. I have great respect for the district and wish you, the staff, and students continued success.

Sincerely,
Laura Jacobsma-Opdahl

RECEIVED
AUG 18 2026

From: Christopher Sherburne <chris.sherburne@shsd55or.gov>

Date: August 14, 2026 at 13:01:25 PDT

To: Ralph Brown <ralph.brown@shsd55or.gov>, Aaron Huff <aaron.huff@shsd55or.gov>

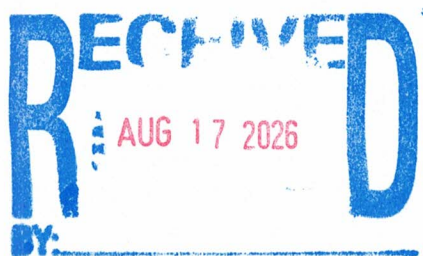
Subject: Resignation

Hello,

I am officially tendering my resignation as a Science Teacher at Sweet Home High school. While my time there has been a wonderful opportunity and gave me significant experience and growth, I have been offered a position teaching science and industrial arts at Houck middle school in Salem. This move is decidedly what's best for my family and I. I want to thank you for providing me with an overwhelmingly positive experience as a new teacher. Your commitment to your students and staff are exemplary, and any future administrative team I work under will have a high bar to clear. Thank you again, and I wish you all the best.

-Chris Sherburne

Resignation



RECOMMENDATION TO HIRE

CANDIDATE NAME: Phillip AyerPOSITION: Science Sweet Home HS

JOB #: _____

DATE: 8/21/26BUILDING: Sweet Home HSADMINISTRATOR: Aaron Huff / Ralph Brown

Does this candidate hold a current Oregon License?

yes

☒

no

☐

Does this candidate hold an Out-of-State License?

yes

☐

no

☐

Is this candidate in the process of obtaining an Oregon License?

yes

☐

no

☐

Type of Endorsement: _____

Have three reference checks been completed?

yes

☒

no

☐

Effective Date: _____

Other Information:

Office use only:

Superintendent review date: _____

Board approval date: _____

SWEET HOME SCHOOL DISTRICT 55

RECOMMENDATION TO HIRE

CANDIDATE NAME: Jennifer Ashcraft

POSITION: Foster Title TOSA

JOB #: 37-2627

DATE: 8/2

BUILDING: Foster

ADMINISTRATOR: Shelley Nune

Does this candidate hold a current Oregon License?	yes	☒	no	☐
Does this candidate hold an Out-of-State License?	yes	☐	no	☒
Is this candidate in the process of obtaining an Oregon License?	yes	☐	no	☒

Type of Endorsement: ESOL, World Lang: Spanish

Have three reference checks been completed? yes ☒ no ☐

Effective Date: 8/31/26

Other Information:

Office use only:

Superintendent review date: _____

Board approval date: _____



New position/ letter of resignation

1 message

Jennifer Ashcraft <jennifer.ashcraft@shsd55or.gov>

Thu, Aug 27, 2026 at 10:57 AM

To: Ralph Brown <ralph.brown@shsd55or.gov>

Cc: Julie Emmert <julie.emmert@shsd55or.gov>

Jennifer Ashcraft

(541) 852-1105

jennifer.ashcraft@shsd55or.gov

August 27, 2026

Ralph Brown

Sweet Home High School

Sweet Home School District #55

Dear Ralph,

Please accept this letter as notification that I am resigning from my position as a High School Spanish Teacher at Sweet Home High School, effective today, Thursday August 27, 2026.

I am making this change because I accepted the Title TOSA position at Foster Elementary beginning the 2026–2027 school year.

I am grateful for the time I spent working with our students and staff. I appreciate the support and growth I experienced during my time at the high school.

I will be happy to share all that I did last year to ensure a smooth transition for the students and the next Spanish teacher.

Kind regards,

Jennifer Ashcraft

From: Jane Ydia <jane.ydia@shsd55or.gov>

Date: Sun, Aug 16, 2026 at 11:18 PM

Subject: Resignation%20Letter-%20Jane%20Ydia

To: Terry Martin <terry.martin@shsd55or.gov>, Mark Looney <mark.looney@shsd55or.gov>, Brian Brands <brian.brands@sweethome.k12.or.us>

Good day:

Hello Sir Terry, Sir Brian and Sir Looney:

Sending you my resignation letter.

I am so sorry for the delay. It's really been hard for me to do this because until now I am emotionally can't get over what had happened to us. It's been so hard and painful.

I wish you all success in all your endeavors. I really miss my SHSD & Hawthorne Family. May God bless you all. Keep safe!

Respectfully,

Jane Ydia

Signing off

August 26, 2026

TO: TERRY MARTIN
Superintendent
Sweet Home School District

Sir:

Please accept this letter as my formal resignation from my position as a Special Education Teacher at Sweet Home High School, effective **August 26, 2026**.

Due to the uncertainty surrounding my H-1B Visa immigration status and the fact that Sweet Home School District is not H1B CAP Exempt, I believe it is best for me to resign at this time as to not to violate my **immigration** status.

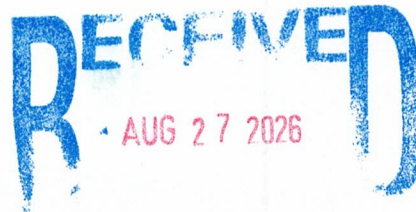
I am truly grateful for the opportunity to work with Sweet Home High School, my students, my fellow teachers and the entire district staff. It has been an honor to be part of the school community.

Thank you for your understanding and support.

Sincerely,



Elizabeth Tutor Eder
Special Education Teacher
Sweet Home High School



5K

Deborah Suing
1956 S. 2nd Street #A102
Lebanon, Oregon 97355

August 22, 2026

Mr. Ryan Adams
Oak Heights Elementary School
605 Elm Street
Sweet Home, Oregon 97386

Dear Ryan,

Due to a personal matter, I am writing to resign my teaching position at Oak Heights Elementary School as of today. My sincerest apologies for such short notice. I was looking forward to a new year with you as principal. With your wise leadership, I know Oak Heights will do well. It was an honor to be the teacher of so many wonderful students these past four years.

Sincerely,


Deborah Suing

RECEIVED
AUG 22 2026

SWEET HOME SCHOOL DISTRICT 55

5L

RECOMMENDATION TO HIRE

CANDIDATE NAME: Alexander Day

POSITION: 5th GRADE TEACHER - ELEMENTARY

JOB #: 5904623

DATE: 8/27/2026

BUILDING: OAK HEIGHTS

ADMINISTRATOR: RYAN ADAMS

Does this candidate hold a current Oregon License?	yes	☒	no	☐
Does this candidate hold an Out-of-State License?	yes	☒	no	☐
Is this candidate in the process of obtaining an Oregon License?	yes	☐	no	☐

Type of Endorsement: ELEMENTARY EDUCATION

Have three reference checks been completed? yes ☐ no ☒

Effective Date: 8/31/26

41, Supervisor

Other Information:

Office use only:
Superintendent review date: [Signature]
Board approval date: SEP 14 2024

SWEET HOME SCHOOL DISTRICT 55

RECOMMENDATION TO HIRE

CANDIDATE NAME: Juan ~~Blasquez~~ VasquezPOSITION: Spanish SHHS

JOB #: _____

DATE: 9/3/26BUILDING: Sweet Home HSADMINISTRATOR: Ralph Brown

Does this candidate hold a current Oregon License?	yes	☒	no	☐
Does this candidate hold an Out-of-State License?	yes	☐	no	☐
Is this candidate in the process of obtaining an Oregon License?	yes	☐	no	☐

Type of Endorsement: Spanish / ~~EL~~ ELDHave three reference checks been completed? yes ☒ no ☐Effective Date: 9/4/26

Other Information:

Office use only:
Superintendent review date: _____
Board approval date: _____

[Signature]
[Signature]

SWEET HOME SCHOOL DISTRICT 55

RECOMMENDATION TO HIRE

CANDIDATE NAME: Kobe OlsonPOSITION: Natural Resources/Forestry SHHSJOB #: 28-2627DATE: 9/1/26BUILDING: Sweet Home HSADMINISTRATOR: Ralph Brown

Does this candidate hold a current Oregon License?

yes

☐

no

☒

Does this candidate hold an Out-of-State License?

yes

☐

no

☒

Is this candidate in the process of obtaining an Oregon License?

yes

☒

no

☐Type of Endorsement: Restricted CTE

Have three reference checks been completed?

yes

☒

no

☐Effective Date: 8/24/26

Other Information:

Waiting for LBCC rep to hold meeting to move
hire paperwork along

Office use only:

Superintendent review date: _____

Board approval date: _____

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

BY OBJECT CODE

8/31/2026

OBJECT	DESCRIPTION	2026-2027	YTD	YTD	Year-to-Year	Spending
		Adopted Budget	as of 8/31/25	as of 8/31/26	Increase/ <Decrease>	as a % of budget
0111/0123	Licensed Salaries	7,659,031	7,483	4,134	(3,349)	0.1%
0112/0124	Classified Salaries	5,909,997	505,890	510,203	4,313	8.6%
0113/0114	Administrators/Managers	2,043,201	271,090	271,105	15	13.3%
0121	Substitutes - Licensed	465,000	0	0	0	0.0%
0122	Substitutes - Classified	433,000	65,806	59,235	(6,571)	13.7%
0132	Overtime	45,000	3,558	1,001	(2,557)	2.2%
0134/0135	Extra Duty	472,980	3,629	2,840	(789)	0.6%
0210/0213	Public Employees Retirement Sys.	5,038,563	219,932	218,075	(1,857)	4.3%
0220	Social Security	1,302,811	64,275	63,973	(302)	4.9%
0231	Worker's Compensation	158,435	11,093	10,778	(315)	6.8%
0232	Unemployment Compensation	255,453	1,675	1,643	(32)	0.6%
0233	Oregon Paid Leave	102,181	5,209	5,104	(105)	5.0%
0240	Contractual Employee Benefits	3,264,500	97,506	110,057	12,551	3.4%
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	0	0	0	0.0%
0244	Conf./Wrkshp Reimb. - Classif.	2,500	0	0	0	0.0%
0245	District Paid Deferred Comp	17,700	1,560	1,160	(400)	6.6%
0249	Personal Choice Enroll Fee	2,000	170	56	(114)	2.8%
0312/0319	Intructional Services	285,000	0	0	0	0.0%
0321	Cleaning Services	20,000	1,601	1,500	(101)	7.5%
0322	Repairs and Maintenance Services	73,110	194	139	(55)	0.2%
0324	Rentals	8,000	0	0	0	0.0%
0325	Electricity	408,500	60,804	55,463	(5,341)	13.6%
0326	Fuel (Heating)	310,000	3,952	4,636	684	1.5%
0327	Water and Sewage	259,500	31,657	27,667	(3,990)	10.7%
0328	Garbage	104,000	17,038	17,455	417	16.8%
033X	Other Transportation	127,850	0	0	0	0.0%
0340	Travel	50,090	8,354	5,039	(3,315)	10.1%
0351/9	Telephone/Data Communications	177,500	20,901	22,608	1,707	12.7%
0353	Postage	25,000	1,000	1,000	0	4.0%
0354	Advertising/Public Notices	3,500	0	0	0	0.0%
0355	Printing and Binding	43,175	0	0	0	0.0%
0360	Charter School Payments	1,600,000	326,661	342,464	15,803	21.4%
0374	Other Tuition	165,000	22,900	35,600	12,700	21.6%
0381	Audit Services	41,000	0	0	0	0.0%
0382/0384	Legal & Negotiation Services	22,500	1,102	231	(871)	1.0%
0388/0389	Other Non-instructional Prof/Tech	755,000	68,937	67,768	(1,169)	9.0%
0410	Supplies and Materials (incl. bus fuel)	458,646	43,648	33,075	(10,573)	7.2%
0412/413	Supplies Tires & Vehicle Parts	85,000	5,258	762	(4,496)	0.9%
0414	Supplies Custodial	157,500	16,791	15,030	(1,761)	9.5%
0415	Supplies Maintenance	497,500	56,922	51,537	(5,385)	10.4%
0416	Supplies Grounds	42,000	5,870	9,613	3,743	22.9%
0417	Supplies Maintenance Vehicles	15,000	51	704	653	4.7%
0420	Textbooks	1,970	0	0	0	0.0%
0430	Library Books	17,900	0	23	23	0.1%
0440	Periodicals	2,405	159	0	(159)	0.0%
0460	Non-consumable Items	217,210	0	4,648	4,648	2.1%
0470	Computer Software	105,791	48,403	59,204	10,801	56.0%
0480	Computer Hardware	195,795	13,512	12,857	(655)	6.6%
052x/054x	Equipment Acquisition	80,000	0	0	0	0.0%
0640	Dues and Fees	118,080	25,077	20,294	(4,783)	17.2%
0651/5	Liability Insurance & Settlements	172,000	172,575	185,357	12,782	107.8%
0653	Property Insurance Premiums	422,000	342,659	345,590	2,931	81.9%
0711	Transfer to Josai	7,500	0	0	0	0.0%
0712	Transfer to Long Term Maint.	750,000	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%
		35,387,374	2,554,902	2,579,628	24,726	7.3%

2026-2027 Spending by Function

Function	Budget	Actual	% of Budget
1000 Instruction	19,307,846	417,160	2.2%
2000 Support	15,516,037	2,073,838	13.4%
3000 Community	570,453	88,630	15.5%
5200 Transfers	1,107,500	0	0.0%
	36,501,836	509,628	7.1%

6A

Sweet Home School District

2025-26 Integrated Programs Annual Report



Foster Elementary School students created a video showing what it means to look out for one another by demonstrating respect, speaking up, offering support, and helping ensure everyone feels a sense of belonging.

Sweet Home School District's **Student Investment Account (SIA)** funds help support the District's Guidance and Counseling Support efforts.

Overview

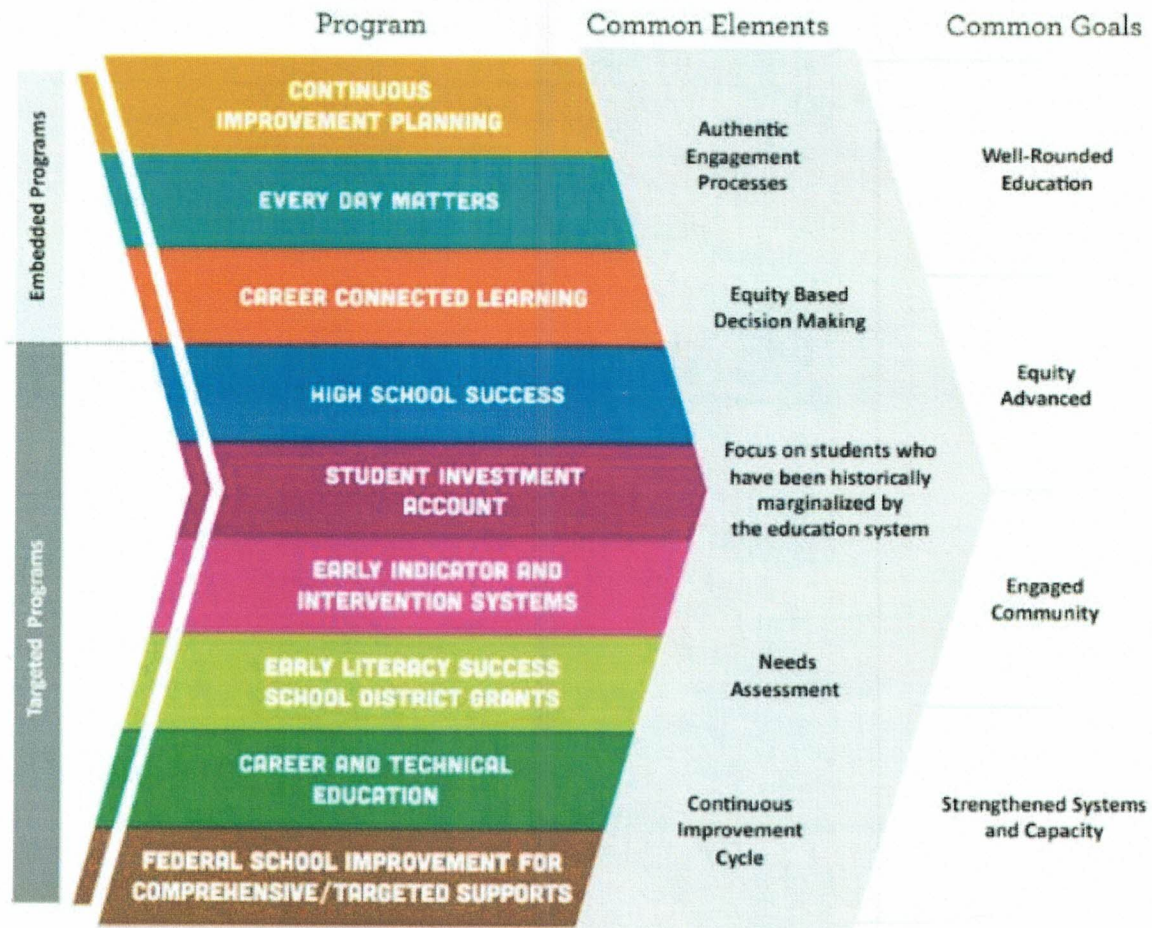
The Oregon Department of Education's (ODE) Aligning for Student Success: Integrated Guidance combines nine grant programs under a single application and reporting process intended to streamline administrative requirements for districts.

The nine programs included are:

- **Continuous Improvement Planning (CIP):** Centered on ongoing educational improvement efforts.
- **Every Day Matters (EDM):** Focused on addressing chronic absenteeism through increased attention on student engagement, school culture, climate and safety, culturally sustaining pedagogy, and family and community involvement.
- **Career Connected Learning (CCL):** Focuses on linking career awareness, exploration, preparation, and training to industry expectations to close skill gaps, improve student outcomes, and promote equity and inclusion in the workforce.
- **High School Success (HSS):** Focused on improving graduation rates and preparing students for college and careers.
- **Student Investment Account (SIA):** Aimed at reducing academic disparities while increasing academic achievement and meeting the mental and behavioral health needs of students.
- **Early Indicator and Intervention Systems (EIS):** Supports the development of systems for early identification and intervention for students needing additional support.
- **Early Literacy Success School District Grants (ELSSDG):** Focuses on improving early literacy outcomes for students in Pre-K through grade 3.
- **Career and Technical Education (CTE/Perkins):** Supports the development of academic, technical and employability skills for secondary students.
- **Federal School Improvement (CSI/TSI):** Targets improvement in academic outcomes for specific student groups and subject areas.

The Integrated Guidance process emphasizes planning related to equity, community engagement, well-rounded education, and strengthened systems and capacity.

The programs have five common elements, which are authentic engagement processes, equity-based decision making, focus on students who have been historically marginalized by the education system, comprehensive needs assessment, and continuous improvement cycle. They also have four common goals of well-rounded education, equity advanced, engaged community, and strengthened systems and capacity.



Our plan aligns investments, activities, and specific strategies from the District's strategic plan.

SWEET HOME SCHOOL DISTRICT

Our Roadmap to Success for Every Student

2030

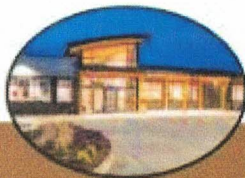
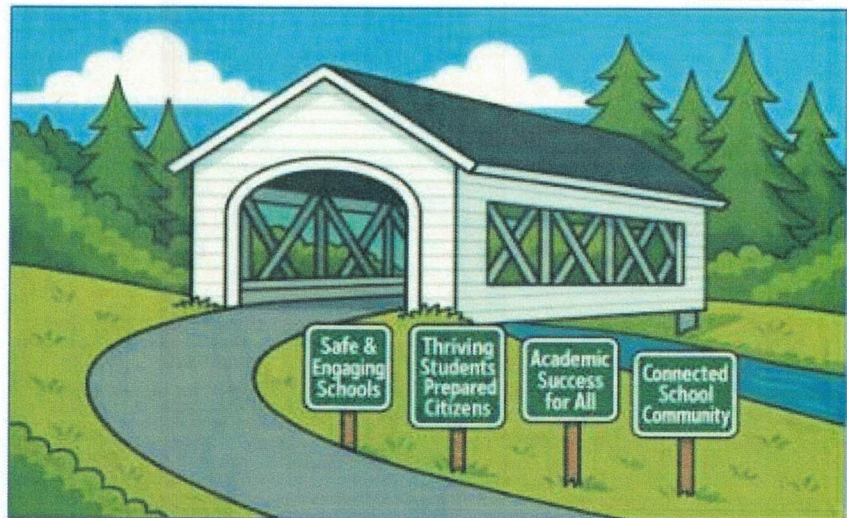
Strategic
Plan

PROFILE OF A SWEET HOME GRADUATE

- Productive Citizen
- Life-long Learner
- Critical Thinker
- Ethical Leader
- Effective Communicator

Vision:

Give each student every opportunity to achieve their potential.



Safe & Engaging Schools

Provide safe, secure and modern learning spaces that foster creativity, engagement and readiness for an ever-changing world.



Thriving Students & Prepared Citizens

Empower every student to thrive as a contributing citizen with strong character, clear purpose, and individual strengths.



Academic Success for All

Provide a rigorous, well-rounded education that meets the varied learning needs of all students and prepares them for success beyond graduation.



Connected School Community

Build strong connections among schools, families, and community partners to foster student growth and shared success.

Our Mission

A district where all students are valued, inspired, and belong.

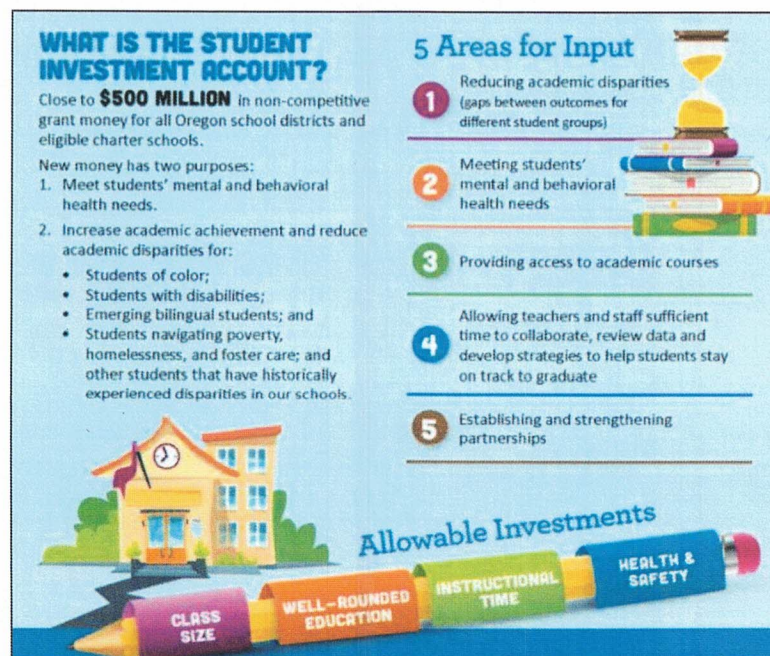
The Student Investment Account, High School Success and the Early Literacy Success represent the Sweet Home School District's largest investments within the integrated programs.

Student Investment Act

The Oregon Legislature passed the Student Success Act in 2019 including the Student Investment Account for K-12 students. The Student Investment Account is a grant available to all Oregon school districts and eligible charter schools established for two purposes: (1) meeting students' mental or behavioral health needs and (2) improving academic outcomes and reducing academic disparities for students of color, students who are tribal citizens, students with disabilities, emerging bilingual students, and students navigating homelessness, and foster care.

The Student Investment Account grants give districts wide latitude in determining through the engagement process how best to use the allocated funds to improve outcomes for students as long as the use falls within one of four allowable categories:

1. increased instructional time,
2. improving student health and safety,
3. reducing class size, and
4. well-rounded education.



High School Success

Oregon voters passed Measure 98 – the High School Graduation and College and Career Readiness Act -- on November 8, 2016. The measure is intended to provide direct High School Success funds to school districts to increase high school graduation rates and identifies three specific focus areas:

- Establish or expand career and technical education programs in high schools
- Establish or expand college-level educational opportunities for students in high schools
- Establish or expand dropout-prevention strategies in high schools.

These three strategies are deemed evidence-based and collectively support the needs of students related to engagement, personalization, achievement, and college and career readiness. Collectively and systematically implemented, these strategies can significantly impact a student's high school experience and "next steps" opportunities.

Early Literacy Success

In 2023, the Oregon Legislature established early literacy as a top priority. In creating the Early Literacy Success Initiative, Early Literacy Success identifies four goals:

1. Increase early literacy for children from birth to third grade;
2. Reduce literacy academic disparities for student groups that have historically experienced academic disparities;
3. Increase support to parents and guardians to enable them to be partners in the development of their children's literacy skills and knowledge; and
4. Increase access to early literacy learning through support that is research-aligned, culturally responsive, student-centered and family-centered.

These goals will be accomplished through four programs: the Early Literacy Success School District Grants, the Early Literacy Success Community Grants, Early Literacy Success Tribal Grants, and the Birth through Five Literacy Plan (administered through the Department of Early Learning and Care).

Early Indicator and Intervention System

The Student Success Act, House Bill 3427, created a grant program to assist school districts with implementing early indicator and intervention systems (EIS). The goal of the EIS grant program is to align school, district, and community systems to help students stay on track to graduate from high school.

The following spending report shows how Sweet Home utilized Integrated Program grants during the 2024-2025 school year. The report also includes questions from the Oregon Department of Education and our school district's answers.

Spending Report

Sweet Home School District 2025-2026 Student Investment Account Spending Report

Teaching positions to help reduce elem. class size	\$978,708.74
Teaching positions to help reduce secondary class size	\$114,587.36
Special Education support	\$94,239.45
Guidance and Counseling support	\$553,924.22
Alternative education program staffing	\$118,361.26
Classified staffing to support schools	\$169,996.59
Waive pay to play and pay to participate fees	\$130,201.48
TOTAL	\$2,160,019.10

Sweet Home School District
2025-2026 High School Success
Spending Report

HS Success Counselor - Certified	\$55,242.29
HS Essential Skills/Graduation Coach - Certified	\$38,542.29
HS Success Support - Classified	\$43,004.09
HS CTE Teachers - Certified	\$111,209.83
HS Media Arts Specialist - Classified	\$44,678.97
HS CTE Assistant - Classified	\$19,356.19
HS PE Teacher - Certified (Part-time)	\$42,243.30
Extra Duty - 9th & 10th Grade Success Coach	\$8,796.98
Extra Duty - Tutoring Winter-Summer School Success Teams	\$44,138.08
Substitute expense - CTE related events	\$6,948.71
Substitute expense - Grade level success teams	\$14,190.77
Alternative education program supplies	\$2,259.65
Student Success Center supplies	\$4,683.24
Grade Guardian and Oregon CIS software	\$4,105.80
Student centered drop-out prevention activities	\$7,851.40
Supplies and equipment - CTE programs	\$65,751.43
Supplies and equipment - HS college classes	\$7,729.95
Fees for first aid certification/food handler cert/other student focused CTE skills	\$3,296.50
College tuition expenses/Advanced placement testing	\$11,762.31
Supplies and equipments to support attendance and positive school culture	\$49,587.17
PD-Effective PLCs/grade level Success Teams	\$5,475.22
Travel - College visits	\$212.00
Supplies to support 8th grade attendance and positive school culture	\$7,578.06
HS School Counselor - Certified	\$39,745.59
TOTAL	\$638,389.82

Sweet Home School District
2025-2026 EHS
Spending Report

Student Centered Drop-out Prevention Activities	\$7,389.21
	\$7,389.21

**Sweet Home School District
2025-2026 Early Literacy
Spending Report**

Early Literacy Coach	\$136,317.70
Early Literacy Professional Development	\$5,446.60
Early Literacy Indirect	\$6,666.98
	\$148,431.28

Oregon Department of Education Questions

- 1. As you review your progress markers/overall reflection responses and reflect on plan implementation, how do you see your progress contributing to the Outcomes and Strategies in your plan and your Longitudinal Performance Growth Targets (LPGT)/Local Optional Metrics (LOM)?***

Discuss at least one Outcome where you have seen progress in implementation.

The Sweet Home School District is committed to building the capacity of both our certified and classified staff to ensure every student receives high-quality literacy instruction and intervention. As part of this work, we have intentionally invested in professional learning opportunities that equip all staff members to support student reading achievement.

One important component of Oregon's early literacy initiative is High Dosage Tutoring (HDT). HDT provides targeted reading intervention. To support this work, Sweet Home School District partnered with the Linn Benton Lincoln Education Service District to bring an ODE-approved Science of Reading training directly to Sweet Home. The training was provided by Tami DuFault-Toomb and Rachelle Bell Eskue and prepared classified instructional assistants to become certified High Dosage Tutors. Participants completed all required coursework and were compensated for their training time, demonstrating the District's commitment to investing in our classified workforce alongside our certified educators.

Priority for participation was given to Title I and Resource Room instructional assistants who regularly provide small-group reading intervention, with additional staff included as space allowed. This investment not only strengthens intervention services during the school day but also creates opportunities for future after-school tutoring.

To further expand literacy support for our students, Sweet Home School District is partnering with the Sweet Home Boys & Girls Club to extend High Dosage Tutoring opportunities into the after-school program. This collaboration increases access to evidence-based reading intervention beyond the school day and reflects our shared commitment to improving literacy outcomes for all students.



Sweet Home High School continues to show growth in the percentage of students on track to graduate. Research has shown that 9th grade success is a strong predictor of high school graduation.

2. Where have you experienced barriers, challenges, or impediments to progress toward your Outcomes and Strategies in your plan that you could use support with?

Discuss at least one Outcome where you have seen challenges or barriers to implementation.

A continuing challenge in implementing our plan is staff capacity and experience. We continue to employ a number of teachers who are early in their careers and still developing the skills needed to consistently implement evidence-based instructional practices. Some are also completing coursework and licensure requirements while teaching.

These competing demands can affect the time available for professional learning, collaboration, and the consistent use of data within Professional Learning Communities (PLCs). As a result, we continue to see variability in instructional practices and in the implementation of some plan strategies.

To address these challenges, the District will continue to provide targeted professional development, mentoring, coaching, and access to high-quality training. Sustained support in these areas will help strengthen staff capacity, improve instructional consistency, and support continued progress toward our plan outcomes.



One example of how the Sweet Home School District has utilized Student Investment Account funds is eliminating pay to participate fees for field trips and extracurricular activities. The District has also added extracurricular programs for students including Unified Sports to help support greater inclusion. Here, the Sweet Home Junior High School Unified team gathers for a picture following a game.



7A

OSBA Model Sample Policy

Code: KNA
Adopted:

Immigration Enforcement on District Property

{House Bill 4079 (2026) requires districts to “adopt a policy for providing notice when a federal immigration authority is confirmed to have entered school property for immigration enforcement.” This policy must be “consistent with applicable model policies published by the Attorney General as provided by ORS 180.810.”}

The district complies with state and federal law, including Oregon Revised Statute (ORS) 180.805 and ORS 181.826, and this policy and accompanying administrative regulations KNA-AR(1) – Interactions with Immigration Enforcement and KNA-AR(2) – Federal Immigration Enforcement Request Log when responding to requests from federal immigration authorities regarding immigration enforcement. Absent a judicially authorized subpoena, warrant or court order, district staff must not allow federal immigration authorities access to the district’s records or facilities not open to the public for the purposes of immigration enforcement and must verify the validity of any subpoena, warrant or court order involving immigration enforcement presented to them by federal immigration authorities to ensure it is judicially authorized. Examples of judicial and administrative warrants and subpoenas can be found in the Oregon Attorney General’s Model Public School Policies.¹ The superintendent or designee must review and approve any response to a request involving immigration enforcement. The district will provide ongoing training to designated staff to ensure compliance with this policy.

This policy will be made available in the student handbook and on the district’s website². The district will ensure a copy of the Oregon Attorney General’s Model Public School Policies³ and this policy and accompanying administrative regulations are provided at <https://shsd55or.gov/>.

Designation of Primary Point of Contact

The Superintendent is the primary point of contact for coordinating interactions with federal immigration authorities occurring in the district immigration liaison. The Business Manager shall serve as an alternative point of contact during the immigration liaison’s absence or unavailability.

The immigration liaison’s responsibilities include:

1. Serving as the district’s representative during encounters with federal immigration authorities;

¹ <https://www.doj.state.or.us/wp-content/uploads/2026/06/Attorney-Generals-Model-Public-School-Policies-in-Compliance-with-SB-1538.pdf>

² Must be provided in culturally appropriate languages that are used to communicate effectively with parents and guardians of students in the district, as determined by the Board. {The district is encouraged to evaluate language needs in the district in order to effectively communicate with all parents and guardians.}

³ <https://www.doj.state.or.us/wp-content/uploads/2026/06/Attorney-Generals-Model-Public-School-Policies-in-Compliance-with-SB-1538.pdf>

2. Confirming when federal immigration authorities have entered school property for immigration enforcement purposes;
3. Ensuring federal immigration authorities engaging in enforcement activities at the district have notice of relevant district policies: JO/IGBAB – Education Records/Records of Students with Disabilities, JOA – Directory Information, JOB – Personally Identifiable Information and this policy;
4. Assisting staff in performing their duties in response to immigration enforcement efforts, including ensuring compliance with all district policies and procedures related to interactions with federal immigration authorities and immigration enforcement efforts;
5. Reviewing and responding to requests from federal immigration authorities, in coordination with, and under the direction of, the superintendent or designee;
6. Facilitating the district's compliance with lawful immigration enforcement efforts in a manner that does not unnecessarily disrupt the school environment or invade the privacy of students, staff, or volunteers;
7. Providing notice as required in this policy when a federal immigration authority has been confirmed to have entered school property for immigration enforcement.

Required Notice

When a federal immigration authority is reported to have entered school property for the purpose of immigration enforcement the immigration liaison shall confirm whether federal immigration authorities have entered school property for immigration enforcement and when confirmed, shall provide notice as follows:

1. Notice must be provided to:
 - a. Students who attend the school where the federal immigration authority is confirmed to be on school property for immigration enforcement and who are in grades 7 and above;
 - b. Parents or guardians of students attending the school where the federal immigration authority is confirmed to be on school property for immigration enforcement;
 - c. Staff of the school where the federal immigration authority is confirmed to be on school property for immigration enforcement; and
 - d. Community-based service providers that have requested to receive notice when a federal immigration authority is confirmed to be on school property for immigration enforcement. Community-based service providers can request to receive such notifications by contacting the Superintendent.
2. Notice must include:
 - a. The general location of the federal immigration authority; and
 - b. Whether classes or school operations were affected by the presence of the federal immigration authority.
3. Notice must not disclose:

- P**
- a. Personally identifiable information;
 - b. Other information that may not be legally disclosed; or
 - c. Other information when the disclosure may threaten the health or safety of students or staff of the district or is prohibited by a court order.

The required notice will be provided as expediently as possible using Parent Square.

R Unless otherwise prohibited by law or court order, the district will make reasonable efforts to provide notice to a student, or to the parent of guardian of a student, when the district has provided information related to the student to a federal immigration authority.

Confidentiality of School Records

O Except when required by a judicially authorized warrant, subpoena, or order, Oregon law prohibits the district from disclosing protected information to federal immigration authorities for the purpose of enforcing federal immigration laws. Protected information includes information relating to a person's:

- P**
1. Address;
 2. Workplace or hours of work;
 3. School or school hours;
 4. Contact information, including telephone number, electronic mail address or social media account information;
 5. Known associates or relatives; and
 6. Date, time or location of the person's hearings, proceedings or appointments with a public body that are not matters of public record.

S Oregon law also prohibits sharing any of the above information about a person's relatives or known associates with federal authorities for immigration enforcement purposes.

E Oregon law generally prohibits the district from sharing or disclosing citizenship or immigration status or country of birth information⁴ that the district collects, unless one of the following exceptions applies:

- D**
1. The disclosure is required by state or federal law (other than federal immigration law);
 2. The disclosure is required by a judicially authorized warrant, order, or subpoena;
 3. The information being shared with a person concerns only that person or their dependents; or
 4. The information is aggregated and not personally identifiable.

⁴ Citizenship or immigration status or country of birth information is any information concerning:

1. Where a person was born; or
2. Whether a person is a citizen of the United States; or
3. Whether a person has lawful authority to be present in the United States.

In addition to the prohibitions described above, federal and state laws make records and information related to students confidential and permit disclosure only in limited circumstances. The district's policies with respect to student records can be found in Board policies JO/IGBAB – Education Records/Records of Students with Disabilities, JOA – Directory Information and JOB – Personally Identifiable Information. To ensure compliance with applicable federal and state law, the district's staff shall not disclose any school records or information to federal immigration authorities except as provided in these policies.

Staff must also maintain the confidentiality of school records and other information about students, staff, and volunteers when communicating with other students, parents, or community members about immigration enforcement activities involving students, staff, or volunteers of the district or occurring on district property. Staff should direct anyone with questions about immigration enforcement activities occurring on district property to the immigration liaison.

Training

The district will provide the immigration liaison and alternate immigration liaison with training as follows:

1. The training must include information on the requirements of House Bill 4079 (2026), any applicable model policies published by the Attorney General, and this policy; and
2. The training must be provided at the time of designation and at least once every two years thereafter.

END OF POLICY

Legal Reference(s):

[ORS 180.810](#)
[ORS 180.805](#)

[ORS 181.826](#)
[OAR 581-021-0371](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).

[Oregon Attorney General's K12 School Model Policy](#)

Senate Bill 1538 (2026).

Senate Bill 1594 (2026).

House Bill 4079 (2026).



MEMORANDUM

7B

To: Board of Directors

From: Josh Darwood
Kevin Strong

Subject: Resolution No. 3-2627 Authorizing the District to use the CM/GC Contracting Method for the Upcoming SHHS Renovation and Construction Project

Date: September 2, 2026

We respectfully ask the Board to approve **Resolution No. 3-2627**, which would authorize the District to use the **Construction Manager/General Contractor (CM/GC)** contracting method for the Sweet Home High School renovation and construction project.

Oregon public contracting law generally requires public improvement projects to be awarded through traditional competitive bidding unless the District's Local Contract Review Board adopts findings supporting an exemption. The proposed findings conclude that use of CM/GC is unlikely to encourage favoritism or substantially reduce competition and is expected to provide substantial benefits, including improved cost control, constructability review, project phasing, schedule coordination, and safety on an occupied school campus.

Approval of the resolution would:

- Adopt the findings supporting the exemption from traditional competitive bidding;
- Authorize the District to conduct a formally advertised, competitive **Request for Proposals (RFP)** to select a CM/GC;
- Authorize District administration to administer the procurement and negotiate with the highest-ranked proposer; and
- Require the recommended CM/GC selection, construction contract, material early-work amendments, and eventual Guaranteed Maximum Price to return to the Board for approval.

Approval of this resolution does not award a construction contract or commit the District to a construction price. It establishes the procurement method and allows the District to proceed with the competitive CM/GC selection process. The

District also retains the ability to reject proposals, discontinue negotiations, modify the project, or use traditional competitive bidding for portions of the work when appropriate.

Recommended Action: Approve Resolution No. 3-2627 authorizing the use of the Construction Manager/General Contractor contracting method for the Sweet Home High School project.

**BOARD RESOLUTION
SWEET HOME SCHOOL DISTRICT NO. 55
RESOLUTION NO. 3-2627**

**A RESOLUTION ADOPTING FINDINGS, EXEMPTING THE SWEET HOME
HIGH SCHOOL RENOVATION PROJECT FROM COMPETITIVE BIDDING,
AND AUTHORIZING USE OF THE CONSTRUCTION MANAGER/GENERAL
CONTRACTOR METHOD**

WHEREAS, Sweet Home School District No. 55 is planning the Sweet Home High School Renovation Project, which is anticipated to include a combination of new construction, renovation, remodeling, reconstruction, demolition, building-system improvements, security and circulation improvements, and related site and infrastructure work; and

WHEREAS, the project will be constructed on an active high school campus, with the principal construction area surrounded on three sides by occupied school facilities; and

WHEREAS, the District must maintain safe and functional school operations, student and staff access, bus and vehicle circulation, emergency access, utilities, and educational activities during construction; and

WHEREAS, ORS 279C.335 permits a local contract review board to exempt a public improvement contract from competitive bidding after approving findings that the exemption is unlikely to encourage favoritism or substantially diminish competition and will likely result in substantial cost savings and other substantial benefits; and

WHEREAS, ORS 279C.337 and OAR 137-049-0600 through 137-049-0690 establish requirements applicable to CM/GC procurement and contracting; and

WHEREAS, the District published notice of the proposed exemption as required by law, made the draft findings available for public review, and provided the required opportunity for a public hearing and public comment; and

WHEREAS, the Board has considered the draft findings, staff presentation, and all comments submitted concerning the proposed exemption;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Local Contract Review Board

For purposes of this resolution, the Sweet Home School District Board of Directors is acting as the District's Local Contract Review Board.

Section 2. Adoption of Findings

The Board adopts the “Findings Supporting an Exemption from Competitive Bidding and Use of the Construction Manager/General Contractor Method for the Sweet Home High School Renovation Project,” attached as Exhibit A and incorporated into this resolution.

Section 3. Exemption

Based on the adopted findings, the Board exempts the Sweet Home High School Renovation Project Contract from the competitive-bidding requirement of ORS 279C.335(1).

Section 4. CM/GC Method Authorized

The District is directed to use the CM/GC method for the project in accordance with ORS 279C.337, OAR 137-049-0600 through 137-049-0690, the adopted findings, and other applicable law. The District may, in its discretion, also use traditional procurement in response to competitive bids, as to all or any portion of the Project, if it determines it to be in the best interests of the District to do so.

Section 5. Competitive RFP

The District is authorized to procure CM/GC services through a one-step, formally advertised competitive RFP. The RFP shall identify the applicable evaluation criteria, scoring methodology, price-related factors, interview procedures if used, protest procedures, subcontractor competition requirements, and other matters required by law.

Section 6. Legal Review

Before issuance, the CM/GC solicitation and proposed contract documents shall be reviewed by Dunn Carney LLP.

The District shall confirm before issuance that assigned legal counsel and the District's project team satisfy applicable experience and expertise requirements.

Section 7. Administrative Authority

The Superintendent or the Superintendent's designee is authorized to:

1. Finalize the RFP following legal review;
2. Advertise and administer the procurement;
3. Appoint an evaluation committee;
4. Conduct evaluations and interviews;
5. Issue notices and addenda;
6. Respond to procurement questions and protests;

7. Negotiate the Contract, including price and terms, with the highest-ranked proposer; and
8. Take other administrative actions reasonably necessary to conduct the procurement.

Section 8. Subsequent Board Approval

Unless the Board separately delegates additional authority:

1. The recommended CM/GC selection shall be presented to the Board for final approval, to the extent consistent with applicable public procurement laws and requirements;
2. The construction contract, any material early-work amendment, and the guaranteed maximum price amendment or other maximum construction-price amendment shall be presented to the Board for approval.

Section 9. No Obligation to Proceed

This resolution does not obligate the District to award a contract, accept a proposed guaranteed maximum price, or proceed with any particular construction scope.

The District retains the right to reject proposals, terminate negotiations, modify the project, or cancel the procurement when permitted by law and determined to be in the District's best interest.

Section 10. Post-Project Evaluation

District administration shall prepare the post-project evaluation required by ORS 279C.355 and submit the evaluation to the Board within the time required by law following acceptance of the project.

Section 11. Effective Date

This resolution is effective upon adoption.

ADOPTED by the Sweet Home School District Board of Directors, acting as the District's Local Contract Review Board, on [DATE].

Board Chair

Superintendent/Clerk

FINDINGS SUPPORTING AN EXEMPTION FROM COMPETITIVE BIDDING AND USE OF THE CONSTRUCTION MANAGER/GENERAL CONTRACTOR METHOD FOR THE SWEET HOME HIGH SCHOOL RENOVATION PROJECT

1. PURPOSE

These findings are presented to the Sweet Home School District Board of Directors, acting as the District's Local Contract Review Board, in support of a project-specific exemption from the competitive-bidding requirement of ORS 279C.335(1).

The District proposes to use a Construction Manager/General Contractor, or CM/GC contracting method for a construction contract ("Contract") to procure and deliver the Sweet Home High School Renovation Project.

These findings are made pursuant to ORS 279C.335, ORS 279C.337, and OAR 137-049-0600 through 137-049-0690.

2. PROJECT DESCRIPTION

The Sweet Home High School Renovation Project is a major public improvement project anticipated to include a combination of new construction, renovation, remodeling, reconstruction, demolition, building-system work, security and circulation improvements, and associated site and infrastructure work.

The precise scope will continue to be developed during design and may include new instructional and common-use facilities; renovation or reconstruction of existing facilities; connections between new and existing structures; security and controlled-entry improvements; mechanical, electrical, plumbing, technology, fire-protection and other building-system work; accessibility, utility, transportation and site improvements; temporary facilities; demolition; and early-work or long-lead procurement packages.

The final scope and contract requirements will be established in the solicitation and resulting contract documents.

3. PROJECT CONDITIONS

The project will be constructed on an active and occupied high school campus. The primary construction area will be surrounded on three sides by existing school facilities that are expected to remain in use during substantial portions of construction.

Construction is expected to involve multiple phases, limited summer work periods, school-year construction, temporary routes or facilities, utility shutdowns and transitions,

and connections between new and existing construction. Existing and concealed conditions may also affect the work.

These conditions require careful coordination to maintain instruction, student and staff safety, emergency access, transportation, deliveries, utilities, and other school operations.

4. PROJECT BUDGET AND FUNDING

The project has an estimated construction budget of approximately \$40 million and will be funded through general obligation bond proceeds, Oregon School Capital Improvement Matching Program grant funds, and District funds.

The budget will continue to be refined as design progresses and as cost estimates, value-engineering recommendations, phasing plans, and market information become available. Use of the CM/GC method will not alter the principal sources of project funding.

5. PROPOSED ALTERNATIVE CONTRACTING METHOD

The District proposes to select a CM/GC through a one-step, formally advertised competitive request for proposals.

The RFP will:

1. Describe the project and requested services;
2. Identify evaluation criteria and scoring methodology;
3. Identify price-related proposal information;
4. Describe the role of interviews, if conducted;
5. Describe anticipated preconstruction and construction services;
6. Establish subcontractor competition requirements;
7. Include applicable protest and award procedures; and
8. Describe the process for negotiating the initial contract and subsequent construction-price amendments.

The CM/GC is expected to begin with preconstruction services. Construction work will be authorized only through an approved early-work amendment, guaranteed-maximum-price amendment, or other written contract amendment.

The District will retain the right not to proceed with the selected CM/GC for construction if acceptable price and contract terms cannot be reached.

6. FINDING REGARDING FAVORITISM AND COMPETITION

ORS 279C.335(2)(a) requires the Local Contract Review Board to find that: "It is unlikely that the exemption will encourage favoritism in the awarding of public

improvement contracts or substantially diminish competition for public improvement contracts.” The District is making that finding based on the following considerations:

- The CM/GC will be selected through a formally advertised competitive RFP rather than direct appointment, which avoids favoritism.
- The RFP will disclose evaluation criteria and weights in advance, and responsive proposals will be evaluated through an objective documented process using the same criteria.
- The District has had past experience with CM/GC procurement, which has resulted in a robust proposal response from contractors.
- The District will conduct outreach to encourage competition among qualified firms with relevant public-school, occupied-campus, renovation, and CM/GC experience.
- The procurement will include appropriate pricing-related evaluation information, for comparison in calculating the eventual guaranteed maximum price.
- A substantial portion of the construction work is expected to be competitively procured from subcontractors and suppliers under procedures consistent with applicable law and the CM/GC contract.
- The solicitation will include applicable protest procedures and the District will retain the required procurement record.
- No contractor has been selected or promised the work.

Accordingly, the District finds that the proposed CM/GC exemption is unlikely to encourage favoritism and is unlikely to substantially diminish competition.

7. FINDING REGARDING SUBSTANTIAL COST SAVINGS AND OTHER SUBSTANTIAL BENEFITS

ORS 279C.335(2)(b) requires the Local Contract Review Board to find that: “Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the contracting agency.” Because design is not complete and a CM/GC has not yet been selected, the District cannot precisely quantify all future savings. The following findings constitute a reasonable forecast based on the project conditions and the services anticipated under CM/GC delivery.

8. FINDINGS REGARDING STATUTORY FACTORS UNDER ORS 279C.335(2)(b) AND OAR 137-049-0630

A. How many persons are available to bid (ORS 279C.335(2)(b))

The District reasonably anticipates, based on consultation with the project architect, direct inquiries and past experience, that multiple qualified firms are capable of competing for the CM/GC contract. The District has identified multiple Oregon-based general contractors with CM/GC experience on public school projects of comparable size

and complexity, including firms that have performed CM/GC work for other Oregon school districts.

Public advertising and targeted outreach should encourage participation by firms with relevant Oregon public-school, occupied-campus, renovation, and CM/GC experience. For this reason, the exemption is not expected to materially reduce the number of qualified firms available to compete.

B. The construction budget and the projected operating costs for the completed public improvement (ORS 279C.335(2)(b))

The estimated construction budget is approximately \$40 million.

Design is being developed. CM/GC involvement in cost estimating and budget reconciliation during design will allow the District and GLAS Architects to adjust scope, systems, materials, and phasing before design decisions are fully incorporated into construction documents.

The CM/GC may also evaluate life-cycle cost and building-system options that could reduce future operating or maintenance costs.

C. Public benefits that may result from granting the exemption (ORS 279C.335(2)(b))

The District has identified multiple potential public benefits from CM/GC procurement for this project, including improved construction safety, reduced disruption to instruction and school activities, improved schedule and budget reliability, earlier identification of project risks, and improved coordination and construction quality.

D. Whether value engineering techniques may decrease the cost of the public improvement (ORS 279C.335(2)(b))

The CM/GC will be required to evaluate design alternatives, building systems, materials, details, sequencing, and bid packaging before design is complete, for value engineering cost and schedule savings.

Early value engineering should allow the District to reduce costs or preserve higher-priority scope while avoiding redesign that can occur when value engineering is delayed until after bidding.

E. The cost and availability of specialized expertise that is necessary for the public improvement (ORS 279C.335(2)(b))

The project requires specialized expertise in occupied-school construction, safety, phasing, renovation, demolition, new-to-existing building connections, cost estimating, constructability, scheduling, bid packaging, market conditions, and long-lead procurement.

CM/GC delivery allows for evaluation of such expertise and makes that expertise available during design, when it can have the greatest effect on cost, schedule, scope, and risk.

F. Any likely increases in public safety (ORS 279C.335(2)(b))

Public safety during construction is a substantial basis for the exemption.

Early CM/GC involvement will assist in planning construction-zone separation, secure access, pedestrian and vehicle routes, bus and delivery routes, emergency access, temporary exits, utility shutdowns, environmental controls, work-hour restrictions, and phasing that separates construction activity from school operations.

G. Whether granting the exemption may reduce risks to the contracting agency or the public that are related to the public improvement (ORS 279C.335(2)(b))

CM/GC delivery, through early contractor involvement, is expected to reduce risks associated with design coordination, concealed conditions, site logistics, escalation, long-lead items, subcontractor availability, phasing, utility interruptions, temporary facilities, change orders, delays, and disruption to District operations.

Early constructability, estimating, scheduling, and logistics work should identify and manage those risks sooner.

H. Whether granting the exemption will affect the sources of funding for the public improvement (ORS 279C.335(2)(b))

The exemption will not change the principal sources of project funding.

CM/GC delivery is expected to support responsible management of available bond, grant, and District funds through progressively refined estimates, scope alignment, scheduling, documentation, and cost control.

I. Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement (ORS 279C.335(2)(b))

Construction costs and schedules may be affected by inflation, labor availability, subcontractor capacity, material-price volatility, and equipment lead times.

The CM/GC can provide current market information and recommend early procurement, bid packaging, alternative materials or systems, subcontractor outreach, scope adjustments, and sequencing responsive to market conditions, all of which are unavailable under traditional bidding procurement.

J. Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement (ORS 279C.335(2)(b))

The construction project is large and technically complex because it combines new construction, renovation or reconstruction, existing building systems, occupied facilities, restricted access, multiple phases, school-calendar constraints, utility transitions, safety requirements, and coordination of numerous subcontractors and suppliers. CM/GC contracting allows for early identification and addressing of such issues.

K. Whether the public improvement involves new construction or renovates or remodels an existing structure (ORS 279C.335(2)(b))

The combination of new construction and renovation, remodeling, or reconstruction involved with this project increases the likelihood of unforeseen conditions, coordination issues, utility conflicts, and sequencing challenges.

The CM/GC can assist with investigations, selective-demolition planning, constructability review, estimating, and details connecting new and existing work.

L. Whether the public improvement will be occupied or unoccupied during construction (ORS 279C.335(2)(b))

Sweet Home High School will remain occupied and operational during substantial portions of construction.

Early CM/GC involvement will allow the CM/GC to assist in planning work areas, temporary circulation and facilities, shutdowns, safety controls, relocations, and phase transitions so instruction and other school operations can continue.

M. Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions (ORS 279C.335(2)(b))

The project is expected to require multiple construction phases and may require early-work or separate bid packages.

CM/GC preconstruction services will allow the District to develop, price, and coordinate those phases before construction begins, reducing inefficient sequencing, schedule extensions, temporary-condition costs, and disruption.

N. Whether the contracting agency has, or has retained under contract, and will use personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods (ORS 279C.335(2)(b))

GLAS Architects is serving as project architect. Dunn Carney LLP will provide legal review and assistance with the exemption, procurement, CM/GC contract, and related amendments.

District staff have had CM/GC administrative experience and will oversee facilities, procurement, budget, and financial matters, and the District will use qualified staff and consultants for project management, engineering, scheduling, cost control, accounting, procurement, and construction administration.

Additional owner-side expertise will be retained if determined necessary.

9. REASONABLE FORECAST OF COST SAVINGS AND OTHER BENEFITS

The District reasonably forecasts that CM/GC delivery will produce substantial cost savings or cost avoidance through the combined effect of:

1. Early and repeated cost estimating and budget reconciliation during design;
2. Constructability review and earlier identification of design conflicts or omissions;
3. Early value engineering and alignment of scope with the available budget;
4. Earlier identification and management of concealed-condition and new-to-existing coordination risks;
5. Competitive subcontractor bid packaging and current subcontractor-market information;
6. Early identification and procurement of long-lead items;
7. Improved phasing, sequencing, and use of limited summer construction periods;
8. Reduced temporary-facility, extended general-conditions, delay, rework, and change-order costs;
9. Reduced disruption to school operations; and
10. Improved schedule and budget certainty through development of a guaranteed maximum price or other maximum contract price.

It is not practicable to assign a reliable dollar value to each anticipated savings category before completion of design and selection of the CM/GC.

The District finds that the combined savings and cost avoidance reasonably expected from early contractor involvement are substantial in relation to the project's size, complexity, occupancy, phasing, and construction budget.

10. OTHER SUBSTANTIAL BENEFITS

In addition to direct cost savings and cost avoidance, the District reasonably anticipates:

- Enhanced student, staff, and public safety;
- Greater continuity of school operations;
- Better coordination among the District, architect, contractor, and consultants;
- Earlier and more transparent cost information;
- Improved schedule reliability and responsiveness to market conditions;
- Improved construction quality and management of existing conditions;
- Greater subcontractor outreach and competition; and
- Greater ability to make informed scope and budget decisions before construction.

11. CONCLUSIONS

Based on the foregoing, through adoption of these findings the Sweet Home School District Board of Directors, acting as the District's Local Contract Review Board, concludes that:

1. The Contract exemption is unlikely to encourage favoritism in awarding public improvement contracts;
2. The exemption is unlikely to substantially diminish competition;
3. Use of the CM/GC method will likely result in substantial cost savings and other substantial benefits to the District and the public;
4. The project's occupied-campus conditions, technical complexity, renovation components, safety requirements, market risks, and multiple construction phases are particularly suited to CM/GC delivery;
5. A formally advertised competitive RFP is an appropriate method for selecting the CM/GC; and
6. The Sweet Home High School Renovation Project Contract should be exempted from the competitive-bidding requirement of ORS 279C.335(1), subject to compliance with ORS 279C.337, OAR 137-049-0600 through 137-049-0690, and other applicable law.

Affidavit of Publication

To: Sweet Home School District - Kevin Strong
1920 Long St
Sweet Home, OR, 973862324

Re: Legal Notice 4190346, SWEET HOME HIGH SCHOOL RENOVATION PROJECT
State of OR }
County of Multnomah } SS:
}

I, Michelle A. Ropp, being duly sworn, depose and say that I am the Principal Clerk of the Daily Journal of Commerce, a newspaper of general circulation in the counties of CLACKAMAS, MULTNOMAH, and WASHINGTON as defined by ORS 193.010 and 193.020, published in Portland in the aforesaid County and State; that I know from my personal knowledge that the notice described as:
SWEET HOME HIGH SCHOOL RENOVATION PROJECT
SWEET HOME SCHOOL DISTRICT
a printed copy of which is hereto annexed, was published in the entire issue of said newspaper 1 time(s) in the following issues:
08/24/2026.

SEE EXHIBIT A

State of Oregon
County of Multnomah

SIGNED OR ATTESTED BEFORE ME ON 26th day of August 2026

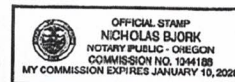
By:

Michelle A Ropp

Michelle A. Ropp

By:

N-Bj-1



Nicholas Bjork
Notary Public, State of OR
No. 1044188
My commission expires on January 10, 2028

**SWEET HOME SCHOOL
DISTRICT
NOTICE OF PROPOSED
EXEMPTION FROM
COMPETITIVE BIDDING AND
PUBLIC HEARING
SWEET HOME HIGH SCHOOL
RENOVATION PROJECT
PUBLIC NOTICE**

Email: julie.emmert@shsd55or.gov
Published Aug. 24, 2026. 4190346

Sweet Home School District intends to request that its Board of Directors, acting as the District's Local Contract Review Board, approve findings and exempt the Sweet Home High School Renovation Project from the competitive-bidding requirement of ORS 279C.335(1).

The District proposes to procure construction services using the Construction Manager/General Contractor, or CM/GC, method in accordance with ORS 279C.337 and applicable Oregon administrative rules.

The project is anticipated to include a combination of new construction, renovation, demolition, building-system improvements, security and circulation improvements, and related site and infrastructure work at Sweet Home High School. The project will be constructed on an active and occupied campus, with construction immediately adjacent to school facilities that will remain in operation during substantial portions of the work.

The proposed exemption is based primarily on the project's occupied-campus conditions, student and staff safety considerations, complex phasing and logistics, coordination of new and existing construction, and the anticipated cost, schedule, constructability, and risk-management benefits of early contractor involvement.

Copies of the draft findings are available:

Online: <https://shsd55or.gov/departments/facilities/>

In person:

Sweet Home School District Office
1920 Long Street
Sweet Home, Oregon 97386
During regular District business hours

The Board intends to consider the proposed findings and exemption at:

Date: September 14, 2026

Time: 6:30 p.m.

Location: 1920 Long Street, Sweet Home, OR 97386

In response to a written request, the District will hold a public hearing at that meeting for the purpose of taking comments on the draft Findings for an exemption from the competitive bidding requirement. Any written request for a public hearing must be received by the District within seven calendar days after the publication date of this notice.

Written hearing requests and written comments may be submitted to:

Julie Emmert, Board Secretary
Sweet Home School District No. 55
1920 Long Street
Sweet Home, Oregon 97386