



**Newberg Public Schools 29J**  
**Board Agenda**  
**July 11, 2023**  
**Regular Session**  
**REVISED 7.07.23**

**Board Meeting – Regular Session Agenda**

I.	Call to Order	Trevor Dehart	5:30 pm
II.	Flag Salute	Trevor Dehart	
III.	Oath of Office for Board Members		
IV.	Elect Chairperson	Acting Chair – Trevor Dehart	
V.	Elect Vice Chairperson	Board Chair	
VI.	Review Agenda: <ul style="list-style-type: none"> <li>Additions and/or Deletions</li> </ul>	Board Chair	
VII.	Approval of Minutes: Approve 6.27.23 Board Minutes	Board Chair	
VIII.	Consent Agenda: <ul style="list-style-type: none"> <li>New hires &amp; resignations</li> </ul>	Board Chair	
IX.	Public Forum: <b>Individuals who are onsite:</b> During this portion of the Board Meeting, members of the public are specifically invited to present items of commendation and/or concerns. <b>Personnel matters may not be discussed in public at a School Board meeting. Members of the public who have personnel concerns or commendations should share them directly with the district superintendent.</b>		
X.	Reports, Presentations and Discussion Items: <ul style="list-style-type: none"> <li>June Expenditure/Revenue Reports</li> <li>NDS Middle School Student Fees</li> </ul>	Heather Bixby Andy DeBois	
XI.	Board Action Items: <ul style="list-style-type: none"> <li>Resolution 2024-01, Authorizing Deposit &amp; Withdrawal</li> <li>Resolution 2024-02, Authorizing Deposit &amp; Withdrawal of Funds</li> <li>Resolution 2024-03, Establishing Designated School District Appointments</li> <li>Designate Signatories for Building Level Student Body Accounts</li> </ul>	Heather Bixby	
XII.	OSBA Training		
XIII.	Board & Superintendent Comments		
XIV.	Future Agenda Items: <ul style="list-style-type: none"> <li>Middle School Fees</li> </ul>		
XV.	Future Board Meeting: Regular Session: August 8 <sup>th</sup> , 2023 @6:00 pm Regular Session: September 12 <sup>th</sup> , 2023 @6:00 pm		
	Adjourn Meeting		

**NO PUBLIC COMMENTS DURING BOARD WORK SESSIONS-** Thirty (30) minutes has been allotted for public comments, with a two (2) minute limit per person. Public comments will be processed in the order received. Comments may be submitted via email until 4 pm the Monday before regular session board meetings to: [publiccomment@newberg.k12.or.us](mailto:publiccomment@newberg.k12.or.us) (If you do NOT receive a response of receipt of your public comment, please reach out to Tabitha at 503.554.5041). Those submitted via email will be read by a board member or Superintendent unless otherwise noted. We will also accept comment cards, in person, from those wishing to speak on the evening of regular session meetings. Executive Session is closed to the public.

[Link to July 11, 2023 Board Meeting](#) To listen to the meeting, call one of these numbers and follow the prompts: 1-253-215-8782 or 1-301-715-8592 or login via Zoom, using Meeting ID: 850 4603 3317; Passcode: 834099

**NEWBERG SCHOOL DISTRICT 29J**  
Board Regular Session Meeting, June 27, 2023  
In Person / Virtual via Zoom Session  
**DRAFT MINUTES**

**BOARD MEMBERS PRESENT**

Renee Powell  
Brian Shannon  
Raquel Peregrino de Brito  
Shelley Kolb  
Dave Brown  
Ron Rilee

**BOARD MEMBERS ABSENT**

Trevor DeHart

**STAFF PRESENT**

Dr. Stephen W. Phillips, Superintendent  
Tabitha Renne, Board Secretary  
Scott Marlin, Technology Supervisor  
Scott Linenberger, Director of HR  
Heather Bixby, Director of Finance

**OTHERS PRESENT**

None

**I. REGULAR SESSION CALL TO ORDER**

A duly called and noticed Regular Meeting of the Board of Directors of Newberg School District 29J was called to order by Chair Dave Brown at 7:00 pm on Tuesday, June 27 2023. Board members and staff were present, public attended in person and via Zoom Session.

This video session was recorded and posted on the Newberg School District website. [Board Meeting 6.27.23- YouTube](#)

**II. FLAG SALUTE**

Scott Linenberger led the Board in the Pledge of Allegiance.

**III. REVIEW AGENDA (Begins at approx. 7:45 on the YouTube Video link)**

**IV. APPROVAL OF MINUTES (Begins at approx. 8:30 on the YouTube Video link)**

**Motion:** Move to approve the Board Minutes, as presented.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

**V. CONSENT AGENDA: Chair BROWN (Begins at approx. 8:50 on the YouTube Video link)**

- **New Hires & Resignations**
- **Budget Meeting Minutes**
- **2<sup>nd</sup> Reading – Policies**
- **Stop the Bleed Grant (Newberg Noon Rotary)**
- **Donation – Piano (Darlene Babin)**

**Motion:** Move to approve the Consent Agenda, as presented.

Motion: Director Peregrino de Brito

2<sup>nd</sup>: Director Shannon

**Motion Passed: 6 Yes - 0 No**

**VI. REPORTS, PRESENTATIONS AND DISCUSSION (Begins at approx. 10:40 on the YouTube Video link)**

- **Grounds (Maintenance) new equipment from bond to help with overall grounds and maintenance.**

**VII. BOARD ACTION ITEM(S): (Begins at approx. 12:55 on the YouTube Video link)**

Out of State Travel – Boys’ Water Polo

**Motion:** Move to approve to out of state travel to Modesto CA for the NHS Boys’ Water Polo, as presented.

Motion: Director Peregrino de Brito

2<sup>nd</sup>: Director Shannon

**Motion Passed: 6 Yes - 0 No**

Surplus

**Motion:** Move to surplus the list of items, as presented.

Motion: Director Shannon

2<sup>nd</sup>: Director Kolb

**Motion Passed: 6 Yes - 0 No**

2022-2023 Budget Resolution 2021-10R

**Motion:** Move to approve Resolution 2021-10R, as presented.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

**Resolution for Budget Adjustments**

Resolution 2022-6: Adjust Appropriations for the 2022-23 Budget

**Motion:** Move that the board approve the adjustments of budgeted expenditure appropriations to account for accurate spending in the 2022-23 budget.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

Resolution 2022-7: Unanticipated Revenue for the 2022-23 Budget

**Motion:** Move that the board approve the adjustments of budgeted revenues and expenditures to account unanticipated revenue in the 2022-23 budget.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

Summary of Salary Benefits & Other Terms CSPT Agreement

**Motion:** Move to approve the CSPT agreement for the period of July 1, 2023 – June 30, 2027, as presented.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

Policy KABA

**Motion:** Move to amend Policy KABA – Parents’ Bill of Rights, as outlined.

Section 2a: add “as permitted by Oregon State Law”

Add: Statement of Severability: If any provision of this policy is found to be illegal, unconstitutional, or otherwise unenforceable, the remaining portions of the policy shall remain in effect.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

Policy KABA

**Motion:** Move to approve the Policy KABA – Parents’ Bill of Rights, as amended.

Motion: Director Shannon

2<sup>nd</sup>: Director Peregrino de Brito

**Motion Passed: 6 Yes - 0 No**

**VIII. SUPERINTENDENT COMMENTS (Begins at approx. 33:15 on the YouTube Video link)**

**IX. FUTURE AGENDA ITEMS**

- Swearing in of new Board Members (7.11.23)
- Board Member training (7.11.23)

**XI. FUTURE BOARD MEETING:**

- Regular Session: July 11<sup>th</sup>, 2023 @ 5:30 pm (OSBA Training)
- Regular Session: August 8<sup>th</sup>, 2023 @ 6:00 pm

**Adjourn Meeting**

Meeting adjourned at 7:30 pm

Recorded by: Tabitha Renne, Board Secretary

Approved by Board of Directors on \_\_\_\_\_

\_\_\_\_\_  
Chair



Newberg School District 29J  
Board Meeting Date: July 11, 2023

ITEM: Elect Chairperson  
PRESENTER: Acting Vice chair, Trevor DeHart

**ACTION**

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BACKGROUND:

**ORS 332.040 Officers; term.** No later than at the next regular meeting following July 1, the district school board shall meet and organize by electing a chairperson and a vice chairperson from its members. No member shall serve as chairperson for more than four years in succession.

**Procedure for Election of Chairperson:**

The acting chair invites nominations for Board Chairperson and nominations will be heard.

If there are multiple nominations, the acting chair will hear the nominations in order.

When it appears nominations are complete, the acting chair will declare nominations closed.

The Board will vote on the nomination or on each nomination in order, if the previous nomination does not pass by majority.

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RECOMMENDATION:

Move that the Newberg School District Board of Directors elect \_\_\_\_\_ as Board Chairperson for the 2023-2024 school year



Newberg School District 29J  
Board Meeting Date: July 11, 2023

ITEM: Elect Vice Chairperson  
PRESENTER: Board Chair

**ACTION**

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BACKGROUND:

**ORS 332.040 Officers; term.** No later than at the next regular meeting following July 1, the district school board shall meet and organize by electing a chairperson and a vice chairperson from its members. No member shall serve as chairperson for more than four years in succession.

**Procedure for Election of Vice Chairperson:**

The elected chair invites nominations for Board Vice Chairperson and nominations will be heard.

If there are multiple nominations, the elected chair will hear the nominations in order.

When it appears nominations are complete, the elected chair will declare nominations closed.

The Board will vote on the nomination or on each nomination in order if the previous nomination does not pass by majority.

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RECOMMENDATION:

Move that the Newberg School District Board of Directors elect \_\_\_\_\_ as  
Board Vice Chairperson for the 2023-2024 school year.

## Newberg Public Schools

### General Ledger - Element Summary Report

Fiscal Year: 2022-2023 From Date:7/1/2022 To Date:6/30/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / FUNCTION	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
<b>100 - GENERAL FUND</b>						
1000 - INSTRUCTION	\$34,075,930.00	\$33,000,948.06	\$33,000,948.06	\$59,580.68	\$1,015,401.26	97.02%
2000 - SUPPORT SERVICES	\$22,369,795.00	\$20,617,979.41	\$20,617,979.41	\$378,098.39	\$1,373,717.20	93.86%
3000 - ENTERPRISE/COMMUNITY SRVS	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
5000 - OTHER USES	\$13,500.00	\$13,054.61	\$13,054.61	\$0.00	\$445.39	96.70%
6000 - CONTINGENCIES	\$1,050,000.00	\$0.00	\$0.00	\$0.00	\$1,050,000.00	0.00%
7000 - UNAPPROPRIATED ENDING BAL	\$2,630,000.00	\$0.00	\$0.00	\$0.00	\$2,630,000.00	0.00%
<b>100 - GENERAL FUND Total:</b>	<b>\$60,141,725.00</b>	<b>\$53,631,982.08</b>	<b>\$53,631,982.08</b>	<b>\$437,679.07</b>	<b>\$6,072,063.85</b>	<b>89.90%</b>
<b>201 - FEDERAL GRANTS</b>						
1000 - INSTRUCTION	\$3,017,095.00	\$2,884,512.25	\$2,884,512.25	\$16,796.17	\$115,786.58	96.16%
2000 - SUPPORT SERVICES	\$6,929,532.00	\$2,989,812.27	\$2,989,812.27	\$13,650.00	\$3,926,069.73	43.34%
3000 - ENTERPRISE/COMMUNITY SRVS	\$17,008.00	\$0.00	\$0.00	\$0.00	\$17,008.00	0.00%
<b>201 - FEDERAL GRANTS Total:</b>	<b>\$9,963,635.00</b>	<b>\$5,874,324.52</b>	<b>\$5,874,324.52</b>	<b>\$30,446.17</b>	<b>\$4,058,864.31</b>	<b>59.26%</b>
<b>202 - SPECIAL REVENUE</b>						
1000 - INSTRUCTION	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00	0.00%
2000 - SUPPORT SERVICES	\$242,000.00	\$8,875.64	\$8,875.64	\$0.00	\$233,124.36	3.67%
<b>202 - SPECIAL REVENUE Total:</b>	<b>\$287,000.00</b>	<b>\$8,875.64</b>	<b>\$8,875.64</b>	<b>\$0.00</b>	<b>\$278,124.36</b>	<b>3.09%</b>
<b>203 - PERS RESERVE FUND</b>						
7000 - UNAPPROPRIATED ENDING BAL	\$800,000.00	\$0.00	\$0.00	\$0.00	\$800,000.00	0.00%
<b>203 - PERS RESERVE FUND Total:</b>	<b>\$800,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$800,000.00</b>	<b>0.00%</b>
<b>204 - STUDENT BODY FUNDS</b>						
1000 - INSTRUCTION	\$676,000.00	\$163,147.37	\$163,147.37	\$23,713.68	\$489,138.95	27.64%
7000 - UNAPPROPRIATED ENDING BAL	\$219,000.00	\$0.00	\$0.00	\$0.00	\$219,000.00	0.00%
<b>204 - STUDENT BODY FUNDS Total:</b>	<b>\$895,000.00</b>	<b>\$163,147.37</b>	<b>\$163,147.37</b>	<b>\$23,713.68</b>	<b>\$708,138.95</b>	<b>20.88%</b>
<b>206 - SCHOLARSHIPS</b>						
1000 - INSTRUCTION	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
3000 - ENTERPRISE/COMMUNITY SRVS	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0.00%
7000 - UNAPPROPRIATED ENDING BAL	\$151,500.00	\$0.00	\$0.00	\$0.00	\$151,500.00	0.00%
<b>206 - SCHOLARSHIPS Total:</b>	<b>\$161,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$161,500.00</b>	<b>0.00%</b>
<b>251 - SIA</b>						
1000 - INSTRUCTION	\$2,094,409.00	\$1,873,626.22	\$1,873,626.22	\$759.82	\$220,022.96	89.49%
2000 - SUPPORT SERVICES	\$1,614,000.00	\$1,637,758.12	\$1,637,758.12	\$0.00	(\$23,758.12)	101.47%
<b>251 - SIA Total:</b>	<b>\$3,708,409.00</b>	<b>\$3,511,384.34</b>	<b>\$3,511,384.34</b>	<b>\$759.82</b>	<b>\$196,264.84</b>	<b>94.71%</b>
<b>252 - HIGH SCHOOL SUCCESS</b>						

# Newberg Public Schools

## General Ledger - Element Summary Report

Fiscal Year: 2022-2023 From Date:7/1/2022 To Date:6/30/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / FUNCTION	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
1000 - INSTRUCTION	\$949,808.00	\$1,168,364.71	\$1,168,364.71	\$3,343.03	(\$221,899.74)	123.36%
2000 - SUPPORT SERVICES	\$361,000.00	\$68,429.84	\$68,429.84	\$0.00	\$292,570.16	18.96%
252 - HIGH SCHOOL SUCCESS Total:	\$1,310,808.00	\$1,236,794.55	\$1,236,794.55	\$3,343.03	\$70,670.42	94.61%
<b>260 - STATE &amp; LOCAL GRANTS</b>						
1000 - INSTRUCTION	\$898,285.00	\$638,717.88	\$638,717.88	\$4,656.75	\$254,910.37	71.62%
2000 - SUPPORT SERVICES	\$415,500.00	\$362,748.05	\$362,748.05	\$16,732.50	\$36,019.45	91.33%
3000 - ENTERPRISE/COMMUNITY SRVS	\$0.00	\$43,200.00	\$43,200.00	\$0.00	(\$43,200.00)	0.00%
260 - STATE & LOCAL GRANTS Total:	\$1,313,785.00	\$1,044,665.93	\$1,044,665.93	\$21,389.25	\$247,729.82	81.14%
<b>270 - PRIVATE DONATIONS</b>						
1000 - INSTRUCTION	\$671,400.00	\$224,777.72	\$224,777.72	\$977.40	\$445,644.88	33.62%
2000 - SUPPORT SERVICES	\$112,000.00	\$14,408.37	\$14,408.37	\$125.50	\$97,466.13	12.98%
7000 - UNAPPROPRIATED ENDING BAL	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	0.00%
270 - PRIVATE DONATIONS Total:	\$1,083,400.00	\$239,186.09	\$239,186.09	\$1,102.90	\$843,111.01	22.18%
<b>299 - NUTRITION SERVICES</b>						
3000 - ENTERPRISE/COMMUNITY SRVS	\$2,409,796.00	\$1,927,575.24	\$1,927,575.24	\$8,208.17	\$474,012.59	80.33%
299 - NUTRITION SERVICES Total:	\$2,409,796.00	\$1,927,575.24	\$1,927,575.24	\$8,208.17	\$474,012.59	80.33%
<b>300 - DEBT SERVICE</b>						
7000 - UNAPPROPRIATED ENDING BAL	\$581,975.00	\$0.00	\$0.00	\$0.00	\$581,975.00	0.00%
300 - DEBT SERVICE Total:	\$581,975.00	\$0.00	\$0.00	\$0.00	\$581,975.00	0.00%
<b>301 - PERS BOND 2003</b>						
5000 - OTHER USES	\$4,257,570.00	\$523,783.55	\$523,783.55	\$0.00	\$3,733,786.45	12.30%
301 - PERS BOND 2003 Total:	\$4,257,570.00	\$523,783.55	\$523,783.55	\$0.00	\$3,733,786.45	12.30%
<b>302 - DEBT SERVICE SMALL SCALE ENERGY LOAN</b>						
5000 - OTHER USES	\$85,000.00	\$91,351.00	\$91,351.00	\$0.00	(\$6,351.00)	107.47%
302 - DEBT SERVICE SMALL SCALE ENERGY LOAN Total:	\$85,000.00	\$91,351.00	\$91,351.00	\$0.00	(\$6,351.00)	107.47%
<b>303 - DEBT SERVICES 2021 GO BOND</b>						
5000 - OTHER USES	\$6,155,000.00	\$4,232,819.01	\$4,232,819.01	\$0.00	\$1,922,180.99	68.77%
303 - DEBT SERVICES 2021 GO BOND Total:	\$6,155,000.00	\$4,232,819.01	\$4,232,819.01	\$0.00	\$1,922,180.99	68.77%
<b>304 - DEBT SERVICES DUNDEE PROPERTY</b>						
5000 - OTHER USES	\$50,025.00	\$50,025.00	\$50,025.00	\$0.00	\$0.00	100.00%
304 - DEBT SERVICES DUNDEE PROPERTY Total:	\$50,025.00	\$50,025.00	\$50,025.00	\$0.00	\$0.00	100.00%
<b>410 - CAPITAL PROJECTS</b>						
2000 - SUPPORT SERVICES	\$168,551.00	\$126,783.80	\$126,783.80	\$0.00	\$41,767.20	75.22%
4000 - FACILITIES ACQ & CONSTRCT	\$165,457,489.00	\$68,312,408.83	\$68,312,408.83	\$1,484.08	\$97,143,596.09	41.29%
410 - CAPITAL PROJECTS Total:	\$165,626,040.00	\$68,439,192.63	\$68,439,192.63	\$1,484.08	\$97,185,363.29	41.32%

# Newberg Public Schools

## General Ledger - Element Summary Report

Fiscal Year: 2022-2023    From Date:7/1/2022    To Date:6/30/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / FUNCTION	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
<b>415 - CONSTRUCTION EXCISE TAX</b>						
2000 - SUPPORT SERVICES	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	0.00%
4000 - FACILITIES ACQ & CONSTRCT	\$910,000.00	\$546,893.98	\$546,893.98	\$0.00	\$363,106.02	60.10%
415 - CONSTRUCTION EXCISE TAX Total:	\$1,910,000.00	\$546,893.98	\$546,893.98	\$0.00	\$1,363,106.02	28.63%
Grand Total:	\$260,740,668.00	\$141,522,000.93	\$141,522,000.93	\$528,126.17	\$118,690,540.90	54.48%

End of Report

## Newberg Public Schools

### General Ledger - Element Summary Report

Fiscal Year: 2022-2023 From Date:7/1/2022 To Date:6/30/2023

Account Mask: ????????????????????

Account Type: REVENUE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / OBJECT	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
<b>100 - GENERAL FUND</b>						
1110 - AD VALOREM TAX BY DISTRCT	(\$18,200,000.00)	(\$19,236,998.67)	(\$19,236,998.67)	\$0.00	\$1,036,998.67	105.70%
1510 - INTEREST ON INVESTMENTS	(\$160,000.00)	(\$583,200.59)	(\$583,200.59)	\$0.00	\$423,200.59	364.50%
1740 - HS ATHLETIC PARTICPTN FEE	(\$100,000.00)	(\$45,229.00)	(\$45,229.00)	\$0.00	(\$54,771.00)	45.23%
1810 - COMMUNITY SVCS ACTIVITIES	(\$11,000.00)	\$0.00	\$0.00	\$0.00	(\$11,000.00)	0.00%
1910 - RENTALS	(\$40,000.00)	(\$4,566.83)	(\$4,566.83)	\$0.00	(\$35,433.17)	11.42%
1940 - SVCS OTH LOCAL EDUCA AGEN	\$0.00	(\$37,425.00)	(\$37,425.00)	\$0.00	\$37,425.00	0.00%
1960 - RECOV PRIOR YRS EXP	(\$200,000.00)	(\$166,346.29)	(\$166,346.29)	\$0.00	(\$33,653.71)	83.17%
1980 - FEES CHARGED TO GRANTS	(\$175,000.00)	\$0.00	\$0.00	\$0.00	(\$175,000.00)	0.00%
1990 - MISCELLANEOUS	(\$110,000.00)	(\$211,589.85)	(\$211,589.85)	\$0.00	\$101,589.85	192.35%
2100 - UNRESTRICTED REVENUE	(\$1,410,000.00)	(\$1,176,096.45)	(\$1,176,096.45)	\$0.00	(\$233,903.55)	83.41%
3100 - UNRESTRICTED STATE GRANTS	(\$32,263,225.00)	(\$32,587,199.48)	(\$32,587,199.48)	\$0.00	\$323,974.48	101.00%
3290 - RESTRICTED STATE GRANTS	(\$272,500.00)	\$0.00	\$0.00	\$0.00	(\$272,500.00)	0.00%
5300 - SALE COMP LOSS FXD ASSETS	\$0.00	(\$23,983.00)	(\$23,983.00)	\$0.00	\$23,983.00	0.00%
5400 - RESOURCES BEG FUND BAL	(\$7,200,000.00)	\$0.00	(\$7,681,419.51)	\$0.00	\$481,419.51	106.69%
<b>100 - GENERAL FUND Total:</b>	<b>(\$60,141,725.00)</b>	<b>(\$54,072,635.16)</b>	<b>(\$61,754,054.67)</b>	<b>\$0.00</b>	<b>\$1,612,329.67</b>	<b>102.68%</b>
<b>201 - FEDERAL GRANTS</b>						
2200 - RESTRICTED REVENUE	\$0.00	(\$5,750.00)	(\$5,750.00)	\$0.00	\$5,750.00	0.00%
3290 - RESTRICTED STATE GRANTS	(\$345,000.00)	\$0.00	\$0.00	\$0.00	(\$345,000.00)	0.00%
4500 - RESTR REV FED GOV TO STAT	(\$9,946,978.00)	(\$943,397.40)	(\$943,397.40)	\$0.00	(\$9,003,580.60)	9.48%
4520 - SCH NUTRI LUNCH - EY ELEM	(\$68,747.00)	\$0.00	\$0.00	\$0.00	(\$68,747.00)	0.00%
<b>201 - FEDERAL GRANTS Total:</b>	<b>(\$10,360,725.00)</b>	<b>(\$949,147.40)</b>	<b>(\$949,147.40)</b>	<b>\$0.00</b>	<b>(\$9,411,577.60)</b>	<b>9.16%</b>
<b>202 - SPECIAL REVENUE</b>						
1910 - RENTALS	(\$47,000.00)	(\$48,020.34)	(\$48,020.34)	\$0.00	\$1,020.34	102.17%
5400 - RESOURCES BEG FUND BAL	(\$240,000.00)	\$0.00	(\$257,532.86)	\$0.00	\$17,532.86	107.31%
<b>202 - SPECIAL REVENUE Total:</b>	<b>(\$287,000.00)</b>	<b>(\$48,020.34)</b>	<b>(\$305,553.20)</b>	<b>\$0.00</b>	<b>\$18,553.20</b>	<b>106.46%</b>
<b>203 - PERS RESERVE FUND</b>						
5400 - RESOURCES BEG FUND BAL	(\$800,000.00)	\$0.00	(\$700,000.00)	\$0.00	(\$100,000.00)	87.50%
<b>203 - PERS RESERVE FUND Total:</b>	<b>(\$800,000.00)</b>	<b>\$0.00</b>	<b>(\$700,000.00)</b>	<b>\$0.00</b>	<b>(\$100,000.00)</b>	<b>87.50%</b>
<b>204 - STUDENT BODY FUNDS</b>						
1720 - BOOKSTORE SALES	(\$40,000.00)	\$0.00	\$0.00	\$0.00	(\$40,000.00)	0.00%
1730 - STDNT ORG MEMB DUES/FEES	(\$15,000.00)	\$0.00	\$0.00	\$0.00	(\$15,000.00)	0.00%
1740 - HS ATHLETIC PARTICPTN FEE	(\$400,000.00)	\$0.00	\$0.00	\$0.00	(\$400,000.00)	0.00%
1750 - CONCESSIONS	(\$25,000.00)	\$0.00	\$0.00	\$0.00	(\$25,000.00)	0.00%

# Newberg Public Schools

## General Ledger - Element Summary Report

Fiscal Year: 2022-2023 From Date:7/1/2022 To Date:6/30/2023

Account Mask: ????????????????????

Account Type: REVENUE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / OBJECT	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
1760 - CLUB FUND RAISING	(\$800,000.00)	\$0.00	\$0.00	\$0.00	(\$800,000.00)	0.00%
1810 - COMMUNITY SVCS ACTIVITIES	(\$15,000.00)	\$0.00	\$0.00	\$0.00	(\$15,000.00)	0.00%
1920 - CONTR/DON PRIVATE SOURCES	(\$100,000.00)	\$0.00	\$0.00	\$0.00	(\$100,000.00)	0.00%
1990 - MISCELLANEOUS	(\$150,000.00)	(\$70,466.71)	(\$70,466.71)	\$0.00	(\$79,533.29)	46.98%
5400 - RESOURCES BEG FUND BAL	(\$500,000.00)	\$0.00	(\$836,291.76)	\$0.00	\$336,291.76	167.26%
204 - STUDENT BODY FUNDS Total:	(\$2,045,000.00)	(\$70,466.71)	(\$906,758.47)	\$0.00	(\$1,138,241.53)	44.34%
<b>206 - SCHOLARSHIPS</b>						
1510 - INTEREST ON INVESTMENTS	(\$1,500.00)	(\$3,171.59)	(\$3,171.59)	\$0.00	\$1,671.59	211.44%
5400 - RESOURCES BEG FUND BAL	(\$160,000.00)	\$0.00	(\$161,539.45)	\$0.00	\$1,539.45	100.96%
206 - SCHOLARSHIPS Total:	(\$161,500.00)	(\$3,171.59)	(\$164,711.04)	\$0.00	\$3,211.04	101.99%
<b>251 - SIA</b>						
3290 - RESTRICTED STATE GRANTS	(\$3,708,409.00)	(\$3,563,239.39)	(\$3,563,239.39)	\$0.00	(\$145,169.61)	96.09%
5400 - RESOURCES BEG FUND BAL	\$0.00	\$0.00	(\$43,082.41)	\$0.00	\$43,082.41	0.00%
251 - SIA Total:	(\$3,708,409.00)	(\$3,563,239.39)	(\$3,606,321.80)	\$0.00	(\$102,087.20)	97.25%
<b>252 - HIGH SCHOOL SUCCESS</b>						
3290 - RESTRICTED STATE GRANTS	(\$1,310,808.00)	(\$1,231,459.46)	(\$1,231,459.46)	\$0.00	(\$79,348.54)	93.95%
5400 - RESOURCES BEG FUND BAL	\$0.00	\$0.00	\$15,946.79	\$0.00	(\$15,946.79)	0.00%
252 - HIGH SCHOOL SUCCESS Total:	(\$1,310,808.00)	(\$1,231,459.46)	(\$1,215,512.67)	\$0.00	(\$95,295.33)	92.73%
<b>260 - STATE &amp; LOCAL GRANTS</b>						
2190 - OTHER INTERMEDIATE SOURCES	\$0.00	(\$28,994.91)	(\$28,994.91)	\$0.00	\$28,994.91	0.00%
2200 - RESTRICTED REVENUE	\$0.00	(\$8,750.00)	(\$8,750.00)	\$0.00	\$8,750.00	0.00%
3290 - RESTRICTED STATE GRANTS	(\$857,785.00)	(\$1,390,490.23)	(\$1,390,490.23)	\$0.00	\$532,705.23	162.10%
5400 - RESOURCES BEG FUND BAL	\$0.00	\$0.00	\$201,840.40	\$0.00	(\$201,840.40)	0.00%
260 - STATE & LOCAL GRANTS Total:	(\$857,785.00)	(\$1,428,235.14)	(\$1,226,394.74)	\$0.00	\$368,609.74	142.97%
<b>270 - PRIVATE DONATIONS</b>						
1920 - CONTR/DON PRIVATE SOURCES	(\$800,000.00)	(\$661,574.00)	(\$661,574.00)	\$0.00	(\$138,426.00)	82.70%
5400 - RESOURCES BEG FUND BAL	(\$300,000.00)	\$8,470.17	(\$442,584.67)	\$0.00	\$142,584.67	147.53%
270 - PRIVATE DONATIONS Total:	(\$1,100,000.00)	(\$653,103.83)	(\$1,104,158.67)	\$0.00	\$4,158.67	100.38%
<b>299 - NUTRITION SERVICES</b>						
1600 - FOOD SERVICE	(\$616,600.00)	(\$208,477.47)	(\$208,477.47)	\$1.90	(\$408,124.43)	33.81%
1630 - OTHER FOOD SALES	\$0.00	(\$6,702.56)	(\$6,702.56)	\$21.90	\$6,680.66	0.00%
1640 - ALA CARTE MEALS	\$0.00	(\$73,008.45)	(\$73,008.45)	\$0.00	\$73,008.45	0.00%
1990 - MISCELLANEOUS	(\$2,000.00)	(\$1,980.08)	(\$1,980.08)	\$0.00	(\$19.92)	99.00%
3100 - UNRESTRICTED STATE GRANTS	(\$19,000.00)	(\$19,372.44)	(\$19,372.44)	\$0.00	\$372.44	101.96%
3200 - OTHER ENTERPRISE SERVICES	(\$58,000.00)	\$0.00	\$0.00	\$0.00	(\$58,000.00)	0.00%

# Newberg Public Schools

## General Ledger - Element Summary Report

Fiscal Year: 2022-2023 From Date:7/1/2022 To Date:6/30/2023

Account Mask: ????????????????????

Account Type: REVENUE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / OBJECT	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
3260 - STATE SUMMER FOOD PROGRAM	\$0.00	(\$9,084.30)	(\$9,084.30)	\$0.00	\$9,084.30	0.00%
3290 - RESTRICTED STATE GRANTS	\$0.00	(\$1,041.60)	(\$1,041.60)	\$0.00	\$1,041.60	0.00%
4500 - RESTR REV FED GOV TO STAT	(\$1,267,000.00)	(\$1,043,920.20)	(\$1,043,920.20)	\$0.00	(\$223,079.80)	82.39%
4550 - RESTRICTED FEDERAL FUNDS	\$0.00	(\$53,355.82)	(\$53,355.82)	\$0.00	\$53,355.82	0.00%
4590 - RESTRICTED FEDERAL REVENUE	\$0.00	(\$82,578.25)	(\$82,578.25)	\$0.00	\$82,578.25	0.00%
4900 - REVENUE ON BEHALF OF DIST	(\$147,196.00)	\$0.00	\$0.00	\$0.00	(\$147,196.00)	0.00%
5400 - RESOURCES BEG FUND BAL	(\$300,000.00)	\$0.00	(\$839,801.94)	\$0.00	\$539,801.94	279.93%
299 - NUTRITION SERVICES Total:	(\$2,409,796.00)	(\$1,499,521.17)	(\$2,339,323.11)	\$23.80	(\$70,496.69)	97.07%
<b>300 - DEBT SERVICE</b>						
5400 - RESOURCES BEG FUND BAL	\$0.00	\$0.00	(\$0.05)	\$0.00	\$0.05	0.00%
300 - DEBT SERVICE Total:	\$0.00	\$0.00	(\$0.05)	\$0.00	\$0.05	0.00%
<b>301 - PERS BOND 2003</b>						
1510 - INTEREST ON INVESTMENTS	(\$7,570.00)	(\$52,694.58)	(\$52,694.58)	\$0.00	\$45,124.58	696.10%
1970 - SVCS OTHER FUNDS	(\$3,950,000.00)	(\$4,420,569.73)	(\$4,420,569.73)	\$0.00	\$470,569.73	111.91%
5400 - RESOURCES BEG FUND BAL	(\$300,000.00)	\$0.00	(\$963,709.40)	\$0.00	\$663,709.40	321.24%
301 - PERS BOND 2003 Total:	(\$4,257,570.00)	(\$4,473,264.31)	(\$5,436,973.71)	\$0.00	\$1,179,403.71	127.70%
<b>302 - DEBT SERVICE SMALL SCALE ENERGY LOAN</b>						
1990 - MISCELLANEOUS	(\$100,000.00)	(\$114,422.66)	(\$114,422.66)	\$0.00	\$14,422.66	114.42%
5400 - RESOURCES BEG FUND BAL	(\$210,000.00)	\$0.00	(\$211,073.40)	\$0.00	\$1,073.40	100.51%
302 - DEBT SERVICE SMALL SCALE ENERGY LOAN Total:	(\$310,000.00)	(\$114,422.66)	(\$325,496.06)	\$0.00	\$15,496.06	105.00%
<b>303 - DEBT SERVICES 2021 GO BOND</b>						
1110 - AD VALOREM TAX BY DISTRCT	(\$6,150,000.00)	(\$6,289,339.08)	(\$6,289,339.08)	\$0.00	\$139,339.08	102.27%
1510 - INTEREST ON INVESTMENTS	(\$20,000.00)	(\$100,913.83)	(\$100,913.83)	\$0.00	\$80,913.83	504.57%
5400 - RESOURCES BEG FUND BAL	(\$300,000.00)	\$0.00	(\$441,535.82)	\$0.00	\$141,535.82	147.18%
303 - DEBT SERVICES 2021 GO BOND Total:	(\$6,470,000.00)	(\$6,390,252.91)	(\$6,831,788.73)	\$0.00	\$361,788.73	105.59%
<b>304 - DEBT SERVICES DUNDEE PROPERTY</b>						
5400 - RESOURCES BEG FUND BAL	(\$92,000.00)	\$0.00	(\$69,776.18)	\$0.00	(\$22,223.82)	75.84%
304 - DEBT SERVICES DUNDEE PROPERTY Total:	(\$92,000.00)	\$0.00	(\$69,776.18)	\$0.00	(\$22,223.82)	75.84%
<b>410 - CAPITAL PROJECTS</b>						
1130 - CONSTRUCTION EXCISE TAX	\$0.00	(\$16,273.44)	(\$16,273.44)	\$0.00	\$16,273.44	0.00%
1510 - INTEREST ON INVESTMENTS	(\$600,000.00)	(\$9,409,694.38)	(\$9,409,694.38)	\$0.00	\$8,809,694.38	1568.28%
3290 - RESTRICTED STATE GRANTS	(\$5,026,040.00)	(\$5,776,044.00)	(\$5,776,044.00)	\$0.00	\$750,004.00	114.92%
5400 - RESOURCES BEG FUND BAL	(\$160,000,000.00)	\$0.00	(\$141,317,823.27)	\$0.00	(\$18,682,176.73)	88.32%
410 - CAPITAL PROJECTS Total:	(\$165,626,040.00)	(\$15,202,011.82)	(\$156,519,835.09)	\$0.00	(\$9,106,204.91)	94.50%
<b>415 - CONSTRUCTION EXCISE TAX</b>						

# Newberg Public Schools

## General Ledger - Element Summary Report

Fiscal Year: 2022-2023    From Date:7/1/2022    To Date:6/30/2023

Account Mask: ????????????????????

Account Type: REVENUE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

FUND / OBJECT	Adjusted Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
1130 - CONSTRUCTION EXCISE TAX	(\$500,000.00)	(\$363,710.29)	(\$363,710.29)	\$0.00	(\$136,289.71)	72.74%
1510 - INTEREST ON INVESTMENTS	(\$10,000.00)	(\$32,752.32)	(\$32,752.32)	\$0.00	\$22,752.32	327.52%
5400 - RESOURCES BEG FUND BAL	(\$1,400,000.00)	\$0.00	(\$1,904,717.03)	\$0.00	\$504,717.03	136.05%
415 - CONSTRUCTION EXCISE TAX Total:	(\$1,910,000.00)	(\$396,462.61)	(\$2,301,179.64)	\$0.00	\$391,179.64	120.48%
Grand Total:	(\$261,848,358.00)	(\$90,095,414.50)	(\$245,756,985.23)	\$23.80	(\$16,091,396.57)	93.85%

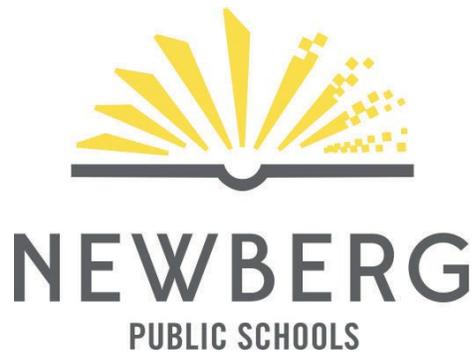
End of Report

## 2023-2024 Middle School Fees

ELECTIVE	Fee	Year	Trimester	Chehalem Valley Middle School	Mountain View Middle School
Associated Student Body <i>*New Fee</i>	\$5	X		X	X
PE Uniform Set (shirt/short)	\$20	X		X	X
PE Shirt	\$10	X		X	X
PE Short	\$10	X		X	X
Yearbook (optional)	\$20	X		X	X
Art CVMS Art MVMS	\$10		X	X	X
Art II, III <i>*Art III New Course</i>	\$20	X		X	
Culture Explorations	\$20	X		X	
Leadership CVMS Wildcat Pride MVMS	\$10		X	X	X
Science Explorations	\$10		X	X	X
Wood Shop	\$10		X	X	
Drama Drama II ( <i>*New to MVMS</i> )	\$10		X		X
Cooking	\$10		X		X
Low Tech Games: RPG	\$10		X	X	
STEM/3-D Design & Printing (MVMS) Innovation Lab (CVMS)	\$10		X	X	X
Performing Arts T-Shirt	\$10	X		X	X
Instrument Rental	\$135	X		X	X
Instrument Rental Reduced Lunch	\$70	X		X	X
Instrument Rental Free Lunch	\$35	X		X	X
Instrument Rental Summer	\$45	X		X	X

## 2021-2023 Middle School Fees

ELECTIVE	Fee	Year	Semester	Chehalem Valley Middle School	Mountain View Middle School
PE Uniform Set (shirt/short)	\$15	X		X	X
PE Shirt	\$6	X		X	X
PE Short	\$9	X		X	X
Yearbook (optional)	\$15	X		X	X
Art CVMS Art MVMS	\$30 \$15	X		X	X
Art II	\$15		X	X	
Culture Explorations	\$15	X		X	
Leadership CVMS Wildcat Pride MVMS	\$15	X		X	X
Science Explorations	\$15	X		X	
Science Explorations 2	\$7		X	X	
Wood Shop	\$15	X		X	
Performing Arts T-Shirt	\$10	X		X	X
Instrument Rental	\$135	X		X	X
Instrument Rental Reduced Lunch	\$70	X		X	X
Instrument Rental Free Lunch	\$35	X		X	X
Instrument Rental Summer	\$45	X		X	X
Drama	\$15	X			X
Cooking	\$20	X			X
STEM/3-D Design & Printing	\$15	X			X



Newberg School District 29J  
Board Meeting Date: July 11, 2023

ITEM: Resolution 2024-01: Authorizing Deposit & Withdrawal  
PRESENTER: Dr. Stephen Phillips, Superintendent

**ACTION**

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**BACKGROUND:**

Each year, the Board of Directors is required to establish depositories and set a borrowing limit for the deputy clerk.

Based on staff experience this is best accomplished through a resolution adopted by the Board of Directors.

Resolution 2024-01 is attached.

A resolution for the deposit and withdrawal of funds for the Local Government Investment Pool will be presented separately.

---

**RECOMMENDATION:**

Move that the Newberg School District Board of Directors adopt Resolution 2024-01: A Resolution Authorizing Deposit, Withdrawal, and Borrowing of Funds, by title only.

**Resolution 2024-01:**

**2023-2024 RESOLUTION AUTHORIZING DEPOSIT AND WITHDRAWAL**

WHEREAS The Newberg School District Board of Directors is required by ORS 332.441 and 294.805-294.895 to establish depositories for school funds; therefore,

BE IT RESOLVED That Newberg School District, Newberg, Yamhill County, Oregon, does hereby designate the Wells Fargo Bank, U.S. Bank, Zion Bank, Piper Jaffery and Umpqua Bank, as official depositories for funds of said School District, in the usual course of business; and

BE IT RESOLVED That where any items may at any time, be deposited with the said bank do not bear the endorsement of the said Newberg School District, Yamhill County, Oregon, the depository is hereby authorized to supply the endorsement and payment of such items is hereby guaranteed; and

BE IT RESOLVED That the duly appointed Deputy Clerk of said Newberg School District is hereby authorized to sign on behalf of said Newberg School District any and all drafts, notes, acceptances, and/or other instruments and/or orders for the payment and/or withdrawal of any and all monies, credits, items and property at any time held by said banks for the account of said school district; and

BE IT RESOLVED That the Deputy Clerk of Newberg School District is hereby authorized to transfer funds between said banks and the State of Oregon Local Government Pool; and

BE IT RESOLVED That all of the foregoing authority vested in the designated persons shall continue until a certified copy of resolution of the Board of Directors of Newberg School District, Yamhill County, Oregon, revoking said authority is filed with said banks.

Signed:

Date:

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



Newberg School District 29J  
Board Meeting Date: July 11, 2023

ITEM: Resolution 2024-02: Authorizing Deposit & Withdrawal of Funds  
PRESENTER: Dr. Stephen Phillips, Superintendent

**ACTION**

---

**BACKGROUND:**

Each year, the Board of Directors is required to establish depositories. Based on staff experience, this is best accomplished through a resolution adopted by the Board of Directors.

Resolution 2024-02 is attached.

**This resolution is specific to the Local Government Investment Pool.**

---

**RECOMMENDATION:**

Move that the Newberg School District Board of Directors adopt Resolution 2024-02: A Resolution Authorizing Deposit and Withdrawal of Funds, by title only.

**Resolution 2024-02:**

**RESOLUTION AUTHORIZING DEPOSIT AND WITHDRAWAL OF FUNDS**

WHEREAS The Newberg School District Board of Directors is required by ORS 328.441 and 294.805-294.895 to establish depositories for school funds; therefore,

BE IT RESOLVED That the Newberg School District, Newberg, Yamhill County, Oregon, does hereby designate the Local Government Investment Pool, State of Oregon, as an official depository for funds of said School District, in the usual course of business; and

BE IT RESOLVED That the duly appointed Deputy Clerk of said the Newberg School District is hereby authorized to sign on behalf of said the Newberg School District for withdrawal of any and all monies, credits, items and property at any time held by said pool for the account of said School District; and

BE IT RESOLVED That the Deputy Clerk of the Newberg School District is hereby authorized to transfer funds between said pool and the Newberg School District accounts in the following banks:

- (1) Wells Fargo Bank
- (2) U.S. Bank
- (3) Zion Bank
- (4) Piper Jaffrey
- (5) Umpqua Bank, and

BE IT RESOLVED That all of the foregoing authority vested in the designated persons shall continue until a certified copy of resolution of the Board of Directors of the Newberg School District, Yamhill County, Oregon, revoking said authority is filed with said pool.

Signed:

Date:

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



Newberg School District 29J  
Board Meeting Date: July 11, 2023

ITEM: Resolution 2024-03: Establishing Designated School District Appointments  
PRESENTER: Dr. Stephen Phillips, Superintendent

**ACTION**

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**BACKGROUND:**

Each year, the Board of Directors is required to designate District Appointments

Staff recommends that this be accomplished through a Board resolution for the 2023-2024 school year.

Resolution 2024-03 is attached.

---

**RECOMMENDATION:**

Move that the Newberg School District Board of Directors adopt Resolution 2024-03: A Resolution Establishing Designated School District Appointments, Financial Auditors, and Legal Counsel, by title only.

**Resolution 2024-03:**

**RESOLUTION ESTABLISHING DESIGNATED SCHOOL DISTRICT APPOINTMENTS,  
FINANCIAL AUDITORS AND LEGAL COUNSEL FOR THE 2023-2024 SCHOOL YEAR**

WHEREAS The Newberg School District Board of Directors is required by Oregon law (ORS 332.515, 328.441, 328.445) to designate school district appointments annually; and

WHEREAS The Newberg School District Board of Directors determines that the custodian of funds may utilize a facsimile signature for the purpose of signing checks;

WHEREAS The Newberg School District Board of Directors is required by Oregon law (ORS 328.465, 327.137, 297.405) to name financial auditors for the school year, and

WHEREAS It is best practice to designate school district legal counsel, District auditors and insurance agent of record annually; therefore, and

BE IT RESOLVED That Newberg School District Board of Directors designates the following appointments:

- 1) Chief Administrative Officer: Dr. Stephen Phillips, Superintendent
- 2) Custodian of Funds: Heather Bixby, Director of Finance
- 3) Authorizers for Purchase Orders: Dr. Stephen Phillips, Superintendent and Heather Bixby, Director of Finance
- 4) Federal Grant Representatives: Dr. Stephen Phillips, Superintendent and Heather Bixby, Director of Finance
- 5) Deputy Clerk: Heather Bixby, Director of Operations & Finance
- 6) Budget Officer: Heather Bixby, Director of Operations & Finance

BE IT RESOLVED That the Newberg School District Board of Directors authorizes Custodian of Funds' facsimile signature to be used as an authorizing signature on District checks; and

BE IT RESOLVED That the Newberg School District Board of Directors designate that the following firms shall serve as District legal counsel:

- 1) Garrett, Hemann, Robertson of Salem
- 2) Hungerford Law of Oregon City
- 3) Mersereau and Shannon (Bond attorneys)
- 4) WESD - Lisa Freiley, Christine Nesbit
- 5) Tyler Smith & Associates, Tyler Smith
- 6) Hart Wagner, LLP of Portland
- 7) Harrang Long - Gary Rudnick of Eugene

BE IT RESOLVED That the Newberg School District Board of Directors designate Pauley, Rogers, & Co., PC as District auditors; and

BE IT RESOLVED That the Newberg School District Board of Directors designate Brown and Brown Northwest as the District Insurance Agency of Record.

Signed:

Date:

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Board Chair



Newberg School District 29J  
Board Meeting Date: July 11, 2023

ITEM: Designate Signatories for Building Level Student Body Accounts  
PRESENTER: Dr. Stephen Phillips, Superintendent

**ACTION**

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**BACKGROUND:**

The new school year brings updates as to who is allowed to sign on the Wells Fargo Bank accounts at the District Level. In the first attachment, the names of who will be removed as signers for these accounts is shown; the second attachment shows the names being added. In some cases, job titles are being updated.

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**RECOMMENDATION:**

Move that the Newberg School District Board of Directors approve and designate the depository signatures for fiscal year 2023-2024 as listed.

**WELLS FARGO**

Accountholder Name	Description	Acct #	Signers	
			Name	Title
<b>Newberg School District</b>	<b>General Account</b>	<b>4159624188</b> <b>Over \$5,000</b> Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000	Stephen Phillips	Superintendent
			<del>Ellen Lowe</del>	<del>Human Resources Coordinator</del>
			<del>Larry Hampton</del>	<del>Bond Manager</del>
			Heather Bixby	Director of Finance
			Tabitha Renne	Executive Assistant to Superintendent
<b>Newberg School District</b>	<b>Food Service Acct</b>	<b>4159624170</b> <b>Over \$5,000</b> Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000 Over \$5,000	Stephen Phillips	Superintendent
			<del>Ellen Lowe</del>	<del>Human Resources Coordinator</del>
			<del>Larry Hampton</del>	<del>Bond Manager</del>
			Heather Bixby	Director of Finance
			Tabitha Renne	Executive Assistant to Superintendent
			Brian Quinn	Director of Food Services
<b>Newberg High School</b>	<b>High School ASB</b>	<b>4172563744</b>	Stephen Phillips	Superintendent
			Tami Erion	Principal
			Mark Brown	Director of Athletics
			Benjamin Patterson	Assistant Principal
			Ashley Thomas	Assistant Principal

CONTACT:  
Elaine Villa  
Wells Fargo Bank, NA  
100 W. Washington, Floor 13  
Phoenix, AZ 85003  
Phone - 602-378-1114  
Fax - 603-378-2133  
Email - elaine.villa@wellsfargo.com

Approved by Board of Directors on: \_\_\_\_\_

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

**WELLS FARGO**

Accountholder Name	Description	Acct #	Signers	
			Name	Title
Newberg School District	General Account	4159624188	Stephen Phillips	Superintendent
		Over \$5,000	Laura Kronewitter	Human Resources/Payroll Assistant
		Over \$5,000	Scott Linenberger	Deputy Superintendent
		Over \$5,000	Heather Bixby	Director of Finance
		Over \$5,000	Tabitha Renne	Executive Assistant to Superintendent
		Over \$5,000		
		Over \$5,000		
		Over \$5,000		
Newberg School District	Food Service Acct	4159624170	Stephen Phillips	Superintendent
		Over \$5,000	Laura Kronewitter	Human Resources/Payroll Assistant
		Over \$5,000	Scott Linenberger	Deputy Superintendent
		Over \$5,000	Heather Bixby	Director of Finance
		Over \$5,000	Tabitha Renne	Executive Assistant to Superintendent
		Over \$5,000	Brian Quinn	Director of Food Services
		Over \$5,000		
		Over \$5,000		
Newberg High School	High School ASB	4172563744	Stephen Phillips	Superintendent
			Tami Erion	Principal
			Mark Brown	Director of Athletics
			Benjamin Patterson	Assistant Principal
			Ashley Thomas	Assistant Principal

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Approved by Board of Directors on: \_\_\_\_\_

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Board Chair