



**LBL**  
LINN BENTON LINCOLN  
EDUCATION SERVICE DISTRICT

**Farm Home School**  
**&**  
**Wake Robin School**

**2024-2025**

**Student & Parent**  
**Handbook**

4545 NE Highway 20 • Corvallis, OR 97330

Phone: 541-704-4082 • Fax: 541-757-3909

[www.lblesd.k12.or.us](http://www.lblesd.k12.or.us)

# **Student & Parent Handbook**

*Farm Home School / Wake Robin School*

## **Long Term Care and Treatment Education Program**

Through Linn Benton Lincoln Education Service District, the education program serves school age clients in residence and in day treatment on the Corvallis campus of Trillium Family Services, a mental health treatment facility. Students attend classes Monday through Friday, from September through June. The average class size is 16 or less pupils.

Teachers provide individualized and small group instruction with standard curriculum and a variety of online and computer-based programs. Trillium cottage and day treatment staff also acts as coaches during the school day in each classroom. Classes for Redwood and Sequoia are self-contained with instruction in core content areas and opportunity for credit recovery. Students from Cummings and Powers cottages attend classes at the Farm Home School building located in the northwest part of the campus. High School day treatment students attend classes in that building as well. Elementary and middle school day treatment students attend self-contained classrooms at the North Point building.

### ***LTCT Mission Statement***

The Long Term Care & Treatment Education Program (LTCT) is committed to providing students with a safe, caring, equitable environment that fosters an engaging and relevant education through collaboration with the treatment team and educational staff.

### ***LTCT Purpose***

To prepare students to reintegrate into general education settings, post high school education, employment, and their local communities.

### **All Students Belong**

Linn Benton Lincoln ESD is committed to the equity and the success of every student we serve. This commitment means we focus on serving and supporting students and districts in attaining student outcomes that are not predicted by student demographics. All students are entitled to a high-quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

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## **Access to Student Records**

The school district will keep and maintain a permanent record on each student. The record will include the student's legal name, date and place of birth, parents' (or guardians') names, date of entry into school, courses of study and marks received, credits earned, attendance, and date of withdrawal from school. The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students who are 18 years of age or older certain rights with respect to education records. Requests to inspect, review, or amend a student's records should be submitted in writing to Bryan Starr, Program Director.

## **Disclosure of Records**

Written parental/guardian or eligible student consent is needed to disclose personally identifiable information contained in student records, except where district policy permits disclosure without consent. Consent is not needed to disclose education records to appropriate parties including district personnel with legitimate educational interests, another school district or college where the student intends to enroll, law enforcement or other state agencies.

## **Disclosure of Directory Information**

The school district considers the following information to be directory information: student's name, phone number, address, age and grade level, dates of enrollment, degrees or certificates awarded and most recent previous schools or programs attended.

A parent/guardian or eligible student may prevent the release of this information by filing a written request with Bryan Starr, Program Director. The request should be submitted not more than 15 days after the district sends annual notice of its student information policy to parents and students (Policy JOA). For a copy of Linn Benton Lincoln Education Service District (LBL ESD) student record policy, please contact Bryan Starr, Program Director, 541-704-4080 or access on the LBL ESD website [www.lblesd.k12.or.us](http://www.lblesd.k12.or.us)

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## School Contacts

<b>ADMINISTRATION &amp; OFFICE SUPPORT</b>		
<i>Name / Title</i>	<i>Phone</i>	<i>Email</i>
<b>Mr. Bryan Starr</b> Interim Program Director	541-704-4080	<a href="mailto:bryan.starr@lblestd.k12.or.us">bryan.starr@lblestd.k12.or.us</a>
<b>Dawn Lewis</b> Administrative Assistant	541-704-4082	<a href="mailto:dawn.lewis@lblestd.k12.or.us">dawn.lewis@lblestd.k12.or.us</a>
<b>SUPPORT STAFF</b>		
<b>Michi Caldwell</b> Special Education Case Manager	541-704-4081	<a href="mailto:michi.caldwell@lblestd.k12.or.us">michi.caldwell@lblestd.k12.or.us</a>
<b>Audrey Hysell</b> Transition Specialist, Residential	541-704-4086	<a href="mailto:audrey.hysell@lblestd.k12.or.us">audrey.hysell@lblestd.k12.or.us</a>
<b>High School TEACHING STAFF</b>		
<i>Name</i>		<i>Email</i>
<b>Joshua Dannell</b> High School Math		<a href="mailto:joshua.dunnell@lblestd.k12.or.us">joshua.dunnell@lblestd.k12.or.us</a>
<b>Eric Earls</b> High School Health, Science		<a href="mailto:eric.earls@lblestd.k12.or.us">eric.earls@lblestd.k12.or.us</a>
<b>Kathy Edmiston</b> PE Teacher		<a href="mailto:kathy.edmiston@lblestd.k12.or.us">kathy.edmiston@lblestd.k12.or.us</a>
<b>Nancy Gilbertson</b> CTE / Academic Advisor		<a href="mailto:nancy.gilbertson@lblestd.k12.or.us">nancy.gilbertson@lblestd.k12.or.us</a>
<b>Tony Grice</b> High School Social Studies ESOL Teacher		<a href="mailto:tony.grice@lblestd.k12.or.us">tony.grice@lblestd.k12.or.us</a>
<b>Phil Rodin</b> High School - Instructional Support Technology & Assessment Coordinator		<a href="mailto:phil.rodin@lblestd.k12.or.us">phil.rodin@lblestd.k12.or.us</a>
<b>Amanda Stewart</b> Art		<a href="mailto:amanda.stewart@lblestd.k12.or.us">amanda.stewart@lblestd.k12.or.us</a>
<b>Jules Thorn</b> High School Language Arts		<a href="mailto:jules.thorn@lblestd.k12.or.us">jules.thorn@lblestd.k12.or.us</a>
<b>Elementary / Middle School TEACHING STAFF</b>		
<i>Name</i>		<i>Email</i>
<b>Sarah Pontnak</b> K-5 Day Treatment		<a href="mailto:sarah.pontnak@lblestd.k12.or.us">sarah.pontnak@lblestd.k12.or.us</a>
<b>Shelley Powers</b> Grade 6-8 Residential		<a href="mailto:shelley.powers@lblestd.k12.or.us">shelley.powers@lblestd.k12.or.us</a>
<b>Amanda Treichler</b> 6-8 Day Treatment Middle School		<a href="mailto:amanda.treichler@lblestd.k12.or.us">amanda.treichler@lblestd.k12.or.us</a>

## Office Hours

The school office is staffed from 8:00 a.m. to 4:30 p.m. daily. The phone number is 541-704-4082; FAX 541-757-3909.

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## Farm Home School / Wake Robin School

### Linn Benton Lincoln ESD - LTCT Program 2024 - 2025 Farm Home & Wake Robin School Calendar

JULY						
S	M	T	W	T	F	S
	NS	NS	NS	NS	NS	6
7	NS	NS	NS	NS	NS	13
14	NS	NS	NS	NS	NS	20
21	NS	NS	NS	NS	NS	27
28	NS	NS	NS			
AUGUST						
S	M	T	W	T	F	S
				NS	NS	3
4	NS	NS	NS	NS	NS	10
11	NS	NS	NS	NS	NS	17
18	NS	NS	NS	NS	NS	24
25	NS	NS	NS	NS	NS	31
SEPTEMBER						
S	M	T	W	T	F	S
1	H*	NS	[4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
OCTOBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	NS	15	16	17	18	19
20	21	22	23	NS	NS	26
27	28	29	30	31		
NOVEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	H*	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	NS	H*	NS	30
DECEMBER						
S	M	T	W	T	F	S
1	NS	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	NS	NS	NS	NS	NS	28
29	NS	NS				

\*Federal Holiday      \*\*Possible make up day  
H = Holiday No School

JANUARY						
S	M	T	W	T	F	S
			NS	NS	NS	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NS**	21	22	23	24	25
26	27	28	29	NS	NS	
FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	NS**	18	19	20	21	22
23	24	25	26	27	28	
MARCH						
S	M	T	W	T	F	S
2	3	4	5	6	7	1 8
9	10	11	12	13	NS	15
16	17	18	19	20	21	22
23	NS	NS	NS	NS	NS	29
30	31					
APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	NS**	15	16	17	NS	19
20	21	22	23	24	25	26
27	28	29	30			
MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	H*	27	28	29	30	31
JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	NS	14
15	16	17	[18]	NS	NS**	21
22	NS**	NS	NS	NS	NS	28
29	NS					

[ ] First/Last day of school  
NS = No School

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## **Attendance**

All students are required to attend school, unless their treatment specifies otherwise. Trillium staff are responsible for the movements of students from their cottages to school. Trillium operates under the sanctuary model and students may choose not to attend school.

## **Academic Updates**

A monthly academic update will be sent out you and your students' therapist. The monthly update details which subjects your student is enrolled in, their progress towards graduation, and notes about their participation in their education.

## **Assessments**

For academics, all students who are able, are assessed in math, reading, and writing using a district-wide assessment tool. Assessments are used to assess present levels and also measure growth. The information gathered with the first assessment helps teachers individualize instruction for each student. Additional assessments are given multiple times throughout the school year.

Teachers meet on a weekly basis to monitor, measure progress, develop interventions, and adjust instruction for each student.

## **Elementary and Middle School Grading**

### **Elementary and Middle School (Wake Robin School)**

Students are assigned to a core set of classes; Humanities, STEAM, and PE. Classes are held in a self-contained classroom on the Wake Robin School campus. Students are awarded grades at the end of the school year or when they leave the program.

### **Middle School (Farm Home School)**

Students are assigned to a core set of classes; Language Arts, Math, Geography/Social Studies, Health/Science, Art and PE. Classes are held in a self-contained classroom on the Farm Home School campus. Students are awarded a proficiency score at the end of the school year or when they leave the program. Proficiency scores are based on students' current skill level and/or understanding of educational content.

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## High School Grading and Credits

### High School Credits / Transcripts

Farm Home School is an accredited high school (9-12). Students who attend regularly, participate, and complete course requirements with passing grades (A-D), will receive credit. High School credit is awarded once it is earned.

## High School Course Offerings\*

A school staff member meets with high school students upon enrollment for orientation, transcript review, scheduling of classes, and career advisement. Students are placed into 2-3 selected core classes. All students participate in PE and Art. Credit is awarded as coursework is completed. Our courses are not NCAA certified.

<b>Language Arts</b>	<b>Math</b>	<b>Science</b>	<b>Social Science</b>	<b>Health</b>
Plays	Algebra 1	Earth Science	World History	Disease & Injury Prevention
Short Stories	Geometry	Biology	US History	Physical Activity & Environmental
Poetry	Trigonometry	Physical Science	US Government	Drugs & Mental Health
Non-Fiction	Algebra 2	Chemistry	Current Events	Healthy Eating & Sexual Health
Language Arts Lab	Calculus	Physics	Economics	
	Consumer Math		Sociology	
Mythology	Statistics			
	Pre-Calculus			
	Pre-Algebra (elective)			

\*this list does not include all courses offered

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## Diploma Options

### Oregon Diploma

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits as described below and pass all necessary state benchmarks.

### Modified Diploma

A Modified diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic standards of a high school diploma even with reasonable modifications and accommodations. A modified diploma may only be awarded to a student who meets the eligibility criteria listed below:

- The student has a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers.
- The student has a documented history of a medical condition that creates a barrier to achievement.

Having met the above eligibility criteria, a modified diploma will be awarded to students who, while in grade nine through completion of high school, complete 24 credits as described below and pass all necessary state benchmarks.

### Extended Diploma

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards for a diploma while receiving modifications and accommodations. To be eligible for an extended diploma, a student must have a documented history of one or more of the following:

- An inability to maintain grade level achievement due to significant learning and instructional barriers.
- A medical condition that creates a barrier to achievement.
- A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

While in grade nine through the completion of high school, complete 12 credits as described above, which may not include more than six credits in a self-contained special education classroom.

Credits by Subject by Diploma Type								
	Language Arts	Math	Science	Social Studies	Applied Arts 2 <sup>nd</sup> Language	Health	PE	Elective
Regular Diploma	4	3	3	3	3	1	1	6
Modified Diploma	3	2	2	2	1	1	1	12



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Extended Diploma	2	2	2	3	1	1	1	
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### GED Option Program

The Farm Home School is an Oregon GED® Option program site. A candidate for the GED® Option Program must be:

- At least 16 years of age
- A full year's academic credit behind their 9th grade cohorts or for other reasons specifically identified in the local plan, unable to complete their diploma with their class
- Able to demonstrate their reading level to be 8th grade or above according to local instruction and testing

### Farm Home School GED® Option Process and Procedure

The School counselor oversees the Farm Home School GED® Option program. A student must meet the above criteria to participate in the GED® Option program. The components of the program are listed below:

- Meet with the school counselor
- Take "My GED" practice tests (Language Arts, Science, Math, Social Studies)
- Follow and complete the recommended plan of study for each section
- After completing the sections, take "My GED" practice tests again
- If all scores are 150 or higher the school counselor will contact the parent/guardian to complete the release from compulsory education form. All students under the age of 18 are required to have this document in order to take the official GED® tests.
- Once the student is released from compulsory education it is Trillium's responsibility to facilitate the student taking the GED® tests at an authorized Oregon Testing Center\*.  
\*The Farm Home School is not a testing site.

### Health Education: Human Sexuality, AIDS/HIV and Sexually Transmitted Disease Instruction

An age-appropriate plan of instruction about Human Sexuality, AIDS, HIV and Sexually Transmitted Diseases has been included as an integral part of the district's health curriculum. The plan of instruction will include age-appropriate child sexual abuse prevention instruction for students in kindergarten through grade 12. Any parent/guardian may request that their student be excused from that portion of the instructional program required by Oregon law by contacting the program director for additional information and procedures.

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## **Safe Environment for All**

To support a safe environment the following behaviors will not be tolerated:

- “Harassment” includes, but not limited to, unwanted abusive behavior of nonverbal, verbal, written or physical nature on the basis of age, race, religion, color, national origin, disability, marital status, sex or sexual orientation.
- “Intimidation” includes, but not limited to, any threat or act intended to tamper, substantially damage or interfere with another’s property, cause substantial inconvenience, subject another to offensive physical contact or inflict serious physical injury on the basis of race, color, religion, national origin, or sexual orientation.
- “Menacing” includes, but is not limited to, any act intended to place someone in fear of imminent serious physical injury.
- “Hazing” includes, but not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of someone for the purpose of initiation or as a condition or precondition of attaining membership to a group or activity.
- “Cyberbullying” means the use of any electronic communication device to convey a message in any form (text, image, audio or video) that intimidates, harasses, bullies or is otherwise intended to harm, insult or humiliate another in a deliberate, repeated or hostile or unwanted manner under person’s true or false identity
- “Domestic Violence” means abuse as defined by Oregon Revised Statute (ORS) 107.705 between family and household members, as those terms are described in (ORS) 107.705.
- “Teen Dating Violence” means a pattern of behavior in which a person uses or threatens to use physical, mental or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.
- Linn Benton Lincoln ESD is committed to providing a positive and productive learning and working environment. Sexual harassment or any other form of harassment will not be tolerated. LBL’s harassment-related policies and associated administrative rules, which include our complaint procedure, can be found on the policy section of our agency website or at the following link: <https://www.lblesd.k12.or.us/media/2022/04/AC-AR-4.19.23.pdf> If you have any concerns or questions please contact Bryan Starr, Program Director, 541-704-4080 or, LBL ESD Human Resources Office at 541-812-2752.

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- Sexual conduct by ESD employees, contractors or agents will not be tolerated. All ESD employees, contractors and agents are subject to this policy. “Sexual conduct” as defined by Oregon law, is any verbal, physical or other conduct by a school employee that is sexual in nature; directed toward a pre-kindergarten through grade 12 student; unreasonably interferes with a student’s educational performance; and creates an intimidating, hostile or offensive educational environment.
- The ESD is required to provide annual training on this topic to all employees and to make such training available to parents and students regarding the prevention, identification and reporting of sexual conduct and child abuse. We contract with Vector Solutions to provide the training. Parents and students interested in reviewing the information from the trainings should contact the LBL ESD Human Resource Office at 541-812-2752.

### **Electronic Communications System**

The school program follows the LBL ESD Electronic Communications System Policy which can be found at:

<https://www.lblesd.k12.or.us/media/2022/04/IIBGA-8-18-21.pdf>

Students are provided an LBL ESD log on and use Chromebooks to access instruction and curriculum during enrollment and are monitored via GoGuardian by school staff. Students are expected to follow all LBL ESD guidelines and policies regarding use of technology.

### **Student Dress Code**

We recognize the right to free expression and the value of diversity, including diversity in dress and general appearance. The purpose of dress and grooming guidelines is to ensure that students are not distracted and are able to focus on learning. Students have the right to a non-disruptive, safe and healthy educational environment at school. Students’ dress and grooming are the responsibility of the individual student and their parents/guardians.

Students’ dress and grooming are the responsibility of the individual student and their parents/guardians. When, however, dress and grooming disrupt the learning process, a student may be asked to return to their resident cottage to change clothing.

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## **School Schedules**

### **Middle and High School (Farm Home School)**

Students attend school Monday through Friday from 9:00 a.m. to 3:30 p.m. There is a sixty-minute break from 12:00 p.m. to 1:00 p.m. for lunch.

### **Elementary, Middle and High School (Wake Robin School)**

Students attend school Monday through Friday from 9:00 a.m. to 3:30 p.m. There is a thirty-minute break from 12:00 p.m. to 12:30 p.m. for lunch and a 40-minute break for Trillium Community Group from 2:00 pm to 2:40 p.m.

### **Day Treatment Attendance and Transportation Communication**

Please call Trillium directly at 541-750-1132 for the following:

- your student will be absent
- your student will be arriving late
- you need to pick up your student early
- if you have any issues with transportation