



2023-24 Board of Directors

Board Chair, Erin Cramer **Board Vice-Chair**, Mackenzie Strawn

Board Members: Mike Wagner, Laura Wipper, Mark Henderson, Coral Ford & Alisha Oliver

Student Representatives to the Board, Benjamin Perez & Lucas Joyce

Superintendent, Lee W. Loving

Director of Business & Fiscal Services, Rhonda Allen

Director of Human Resources, Danielle Blackwell

Director of Teaching & Learning, Nicole Duncan

Director of Special Services, Brittney Spencer

Director of Nutrition Services, John Barnes

Director of Safety, Security and Health Services, Gary Rychard

Director of Facilities, Dave Parsons

Superintendent/School Board Executive Assistant, Tonia Whisman

Special Session

Thursday, January 18, 2018 ~ 5:00 PM

Stayton Middle School Cafeteria

1021 Shaff Road

Stayton, OR 97383

NSSD VISION

We change kids' lives through a commitment to excellence, integrity, equity, and community engagement

NSSD MISSION STATEMENT

Ensure students reach their highest academic and vocational potential and develop into productive citizens

NSSD GUIDING PRINCIPLE

Do what is best for all kids

BOARD GOALS

- 1) Offer the most comprehensive program possible for students and the appropriate staffing to support our commitment to doing what is best for all kids
- 2) Celebrate the successes of the District and community
- 3) Routinely monitor the effectiveness of District programs and services in order to better serve all kids
- 4) Build and sustain dynamic relationships with stakeholders of the District through proactive communication exchanges

1. **CALL SPECIAL SESSION TO ORDER**

2. **CASH TO ACCRUAL CONVERSION REPORT**

Kori Sarrett

Kori Sarrett from Accuity, LLC will be present to discuss the District's conversion from a cash to accrual accounting system.

3. **ENTER IN EXECUTIVE SESSION (ORS 192.660 (2)(h))**

Kevin Shuba

The Board will now meet in Executive session for the purpose of consulting with legal counsel as pursuant to ORS 192.660(2)(h). No decision may be made in Executive Session and when the discussion is concluded, the Board will return to Special Session and welcome the audience back into the room.

Representatives of the news media, designated staff and invited guests may be allowed to attend the Executive session. All other members of the audience are now asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive session, except to state the general subject of the session as previously announced. No recording of the Executive session is allowed without express permission from the board.

4. **RETURN TO OPEN SESSION AND RECESS**

The Board will return to open session and recess until 6:00 pm to allow the audience to be seated.

5. **CALL SPECIAL SESSION BACK TO ORDER, ROLL CALL, PLEDGE**

We would like to welcome you to the Open Session of the North Santiam School District's Board of Directors. This is an open meeting of the Board and the public is allowed to observe. On tonight's agenda is a place for public comment. Those in attendance that wish to address the Board during this time must complete a public comment card and present it to the Board Secretary, Tonia Whisman. These orange cards are available on the table at the door. Due to confidentiality and liability issues the Board cannot hear complaints against staff in an open session.

ACKNOWLEDGEMENT OF BOARD MEMBERS PRESENT/ABSENT: Garrett Trott

PLEDGE OF ALLEGIANCE: Garrett Trott

6. **ADDED/DELETED AGENDA ITEMS**

Any changes to the board packet after posting on January 12, 2018 will be noted below:

Added Agenda Items-

- 13.3-Adoption of Supplemental Budget

Additional Support Materials (attachments)-

- 11.1- NSSD Seismic Upgrades Bid Results
- 11.2 - ADM Report
- 12.1 - 12.14.17 Meeting Minutes
- 12.2 - Licensed Staff Report
- 13.2 - MOA article 6.4 & MOA article 15.A
- 13.3 - Resolution #011818A-Increase Appropriation Jan 2018

- 14.1 - 2017-18 City Council Presentations

7. **APPROVAL OF THE AGENDA**

MOTION- AGENDA APPROVAL

Motion that the Board approves the agenda as modified.

Motion Made By:

Vote:

8. **SPOTLIGHT**

1. **Community Donation Drive for NSSD Food Program: Ken & Amy Carey**

Ken and Amy Carey will be present to discuss their recent efforts to inspire community businesses to donate funds to the NSSD Food Program for unpaid lunch balances. The following businesses made cash donations:

1st St. Barber Shop
3D Autoglass
A&W
MaryArtz Tax & Business Services, Inc.
Baked and Loaded Potatoes
Denise Busch RE/MAX
Cascade Floors, Inc.
Tyler & Deana Freres
Brian Huber Lawn Maintenance, LLC
Roger & Ginna Neufeld
North West Fencing, Inc.
The Picken Coop
Scallywags
Snow Peak Brewing Co.
Stayton Tire & Automotive
Smith Field & Fence Co

2. **Board Recognition Month: Andy Gardner**

10

Andy will announce that Governor Kate Brown has declared January 2018 to be School Board Recognition Month and will acknowledge the board's dedicated service to the district and appreciation from all the schools.

Laura Wipper - serving since 2005
Tass Morrison - serving since 2006
Mike Wagner - serving since 2007
Tod Nau - serving since 2011
Garrett Trott - serving since 2012
Evan Smith - serving since 2015
Alisha Oliver - serving since 2017
Bradley Phelps (Student Rep) - serving since 11/17

Superintendent Gardner will also congratulate Tass Morrison for receiving the 2017

Distinguished Service Award from the Stayton/Sublimity Chamber of Commerce. The awards ceremony will be February 22, 2018 at Foothills Church at 11:30 am.

SchoolBoard Proclamation2018

10

3. **Stayton Intermediate/Middle School: Mike Proctor, Principal**

Mike will acknowledge Anthony Cusimano for being selected to represent SMS on the All-State Middle School Honor Band with 200 other middle schoolers from around the state. He will also share a report about Stayton Intermediate/Middle School

9. **PUBLIC COMMENT**

The Board welcomes public comments on topics and concerns that affect the education of students. When stating an opinion before the Board, a statement of facts on which the opinion is based is particularly helpful. The Board is also interested in your comments for viable solutions and ways of involving others who would be affected by the offered solutions. Due to confidentiality and liability issues the Board cannot hear complaints against staff in an open session. A copy of the policy and procedures on how to file a complaint are available at the back of the room, at any school office, from the board secretary, or from the North Santiam School District web site. If there is anyone in attendance at this time, who has filled out a public participation card and wishes to address the Board, please step forward and state your name and address.

10. **STUDENT BUSINESS**

1. **ASB Report: Bradley Phelps**

ASB President and NSSD Student Board Rep, Bradley Phelps, will give a report on Stayton High School.

11. **COMMUNICATION**

1. **Superintendent's Report: Andy Gardner**

Andy will give the Board an oral report on the District and legislative issues regarding education. He will also review the Division 22 report that has been prepared by Dave Bolin to be submitted to OR Dept of Ed and the status of the bids for the seismic grant work to be done at Sublimity and SHS.

11

18-0111 NSSD Seismic Upgrades Bid Results Final

11

2. **Financial Report: Jane Nofziger**

The financial report will be submitted by Jane Nofziger for the Board's review.

12

ADM Report

12

3. **Community Engagement Sub-Committee Report: Tass Morrison**

CE Sub-Committee Board Chair, Tass Morrison, will review the meeting minutes from

13

the previous meeting.

CE Committee Minutes 1.4.18 13

4. **Leadership Team Quarterly Reports** 15

Leadership Team Quarterly Report 1.18.18 15

12. **CONSENT AGENDA ITEMS**

1. **Approval of Minutes** 47

The minutes from the previous board meeting will be attached for review and approval.

December 14, 2017-Regular Session Minutes

12.14.17 minutes-draft 47

2. **Licensed Staff Report** 51

The licensed staff report will be included in the board packet.

New Hires-

Brian Satern - Sublimity/Temporary-Life Skills Class

Lynette Witkowski - SHS/Temporary-Health Pathways teacher (Measure 98/Grant Funded)

Resignations-

none

Retirement-

Teri Butler-HR Director

01.18.18 Licensed Report 51

3. **Action on Consent Agenda:**

MOTION- APPROVAL OF CONSENT AGENDA

Motion that the Board accepts and approves the items listed in the Consent Agenda including 12.1- December 14, 2017 Regular Session Meeting Minutes and 12.2 - new hire

Motion Made By:

Motion Seconded By:

Vote:

13. **NEW BUSINESS**

1. **NSSD Student Field Trip Policies and Processes**

52

The Board will discuss field trips with Principals. In addition, the Board will review the new format of the monthly report which has been changed to include more detailed information.

Field Trip 1.18.18 report

52

2. **Memorandum of Agreement (MOA) to Classified and Licensed Bargaining Agreements: Teri Butler**

58

Teri Butler will present the following motions to the Board to be ratified:

- MOA in regard to article 6.4 between North Santiam School District and the Oregon School Employees Association, Chapter #122
- MOA in regard to article 15.A between North Santiam School District and North Santiam Education Association (Programs of Assistance)

MOTION-M.O.A. REGARDING ARTICLE 6.4

Motion that the Board approves Memorandum of Agreement regarding 6.4 between the North Santiam School District and the Oregon School Employees Association, Chapter #122

Motion Made By:

Vote:

Motion that the Board approves the Memorandum of Agreement in regard to article 15.A between the North Santiam School District and the North Santiam Education Association.

Motion Made By:

Vote:

MOA article 6.4

58

MOA article 15.A

59

3. **ADOPTION OF SUPPLEMENTAL BUDGET**

60

The information regarding this resolution will be provided in the Business Director's report under 11.2 This time is set aside for additional questions the Board may have and the request for a motion from the Board to adopt the supplemental budget as presented.

PROPOSED MOTION-ADOPTION OF SUPPLEMENTAL BUDGET

Motion that the Board approves Resolution #011818A to adopt a supplemental budget, establishing the following additional appropriation:

Increase Fund 200, Function 1000 by \$419,193 for a new total of \$2,767,399

Increase Fund 200, Function 2000 by \$57,346 for a new total of \$879,434

Motion Made By:

Vote:

Resolution #011818A-Increase Appropriation Jan 2018 60

4. Review of Board Goal Strategies 61

The Board will discuss the Goal Strategies for 2018-2019 by reviewing the strategies in place for 2017-2018. If work needs to be done the Board Chairman may ask several board members to work on a sub-committee to make revisions or a Special Session can be set up to review more in depth.

District-Board Goals 2016-19 61

Approved BoardGoalStrategies 2017-18 62

District Goal Measurements Mar 2015 64

14. UNFINISHED BUSINESS:

1. City Council Presentations: Garrett Trott 66

The Board will review the dates, times and draft presentations for the upcoming City Council meetings.

Stayton- Monday, Feb 5, @ 7:00 pm - Garrett, Brad, Evan, Laura

Sublimity- Monday, Feb 12 @ 7:00 pm - Tass, Garrett, Brad

Lyons- Tuesday, 27 @ 6:30 pm - Alisha, Mike

2017-18 City Council Presentations 66

15. INFORMATION ONLY

1. Gifts & Donations:

In addition to the gifts acknowledged in the Spotlight Section (8.1), the following gifts/donations were accepted by schools in the District during the last month:

- Millie & Nick Hennemann - clothing items donated to students in need across the District

2. Field Trip Report:

A list of the field trips taken and/or scheduled from September 6, 2017 has been included in the board packet under 13.1. The format of the report has been changed to include more information such as the educational objective and site location.

3. **Student Enrollment:**

Current enrollment is approximately 2,282 across the District. Numbers for each school are listed below:

Mari-Linn: 222

Sublimity: 366

Stayton Elementary: 407

Stayton Intermediate/Middle: 591

(SIS: 221 SMS: 370)

Stayton High: 696

4. **Future Agenda Items:**

69

A list of possible future agenda items is attached as part of the board packet. Board members may request that additional items be posted to this list.

Future Agenda Items 1.18-12.18

69

5. **Upcoming Board Events & Activities:**

Community wide events, high school athletics, and district-wide information can be found on the following websites:

www.staytonevents.com

www.nisantiam.k12.or.us

Stayton Booster Club Auction - February 10th

Cascade Hall Oregon State Fairgrounds ~ 3:30-9:30 PM

Silent Auction 3:30-5 PM, Dinner Served 6 PM, Oral Auction 7 PM

Tickets on sale at STAYTONEVENTS.COM Tickets

\$35.00 per person on-line or \$40.00 at the door

Regular Session-Board Meeting: February 15th

6:00 pm ~ SES Cafeteria

Stayton/Sublimity Chamber of Commerce Awards Ceremony: February 22nd

11:30 am ~ Foothills Church

Special Session Board Meeting: March 1st

6:00 pm ~ District Office Santiam Room

Regular Session Board Meeting: March 15

6:00 pm ~ Stayton Elementary School

Special Session Board Workshop: Saturday, April 21st

9:00-12:00 ~ Santiam Room

16. **BOARD ANNOUNCEMENTS**

17. ADJOURN

Time:

EQUAL OPPORTUNITY EMPLOYER

Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of an individual's perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, or of any other persons with whom the individual associates is able to perform the essential functions of the position, with or without reasonable accommodation. This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations, please contact Tonia Whisman at the North Santiam School District Office at 503-769-4928.

STATE OF OREGON
PROCLAMATION
OFFICE OF THE GOVERNOR

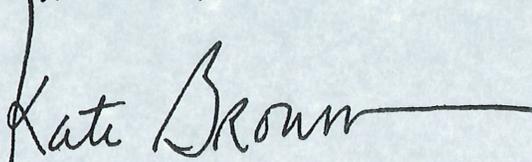
- WHEREAS:** Oregonians rely on public education to ensure a prosperous quality of life and strong economic health for Oregon; and
- WHEREAS:** Locally elected boards fulfill leadership roles and serve as the conduit through which teachers, parents, businesses and communities demonstrate the care, creativity and support that lead to student achievement; and
- WHEREAS:** Public schools nurture and train diverse student populations to the best of their ability, whatever the resources, to give students the knowledge, skills and opportunities they need to succeed; and
- WHEREAS:** Board members build the framework that makes it possible for education organizations to teach Oregon's children; and
- WHEREAS:** The committed men and women who serve on the boards of Oregon's 197 school districts, 19 education service districts and 17 community colleges deserve recognition and thanks for their dedication to the education needs of the people of Oregon.

**NOW,
THEREFORE:** I, Kate Brown, Governor of the State of Oregon, hereby proclaim **January 2018** to be

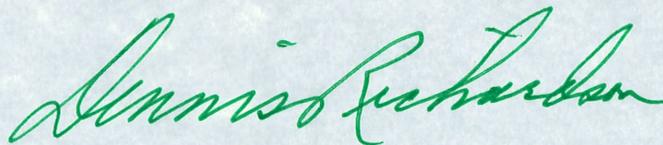
SCHOOL BOARD RECOGNITION MONTH

in Oregon and encourage all Oregonians to join in this observance.

IN WITNESS WHEREOF, I hereunto set my hand and cause the Great Seal of the State of Oregon to be affixed. Done at the Capitol in the City of Salem in the State of Oregon on this day, October 6, 2017.



Kate Brown, Governor



Dennis Richardson, Secretary of State



Bid Tabulation

January 11, 2018

Project: North Santiam School District Seismic Upgrades

Architect Project No: 114207

Owner: North Santiam School District

Architects: Dull Olson Weekes - IBI Group Architects

General Contractors	Attendance at Mandatory Pre-Bid Conference	0 0 41 00 Bid Form	Receipt of Addenda	AIA Document A310 - Bid Bond	First-Tier Subcontractor Disclosure Form	sUBLIMITY Alternate No. 1 ACCESS CONTROLS	SUBLIMITY Alternate No. 2 VCT FLOORING	SUBLIMITY Alternate No. 3 SECURITY CAMERAS	Alternate No. 4	SUBLIMITY Alternate No. 5 OCCUPANCY SENSORS	Base Bid
Par-Tech Construction Inc	Yes	Yes	Yes	Yes	Yes	\$35,300.00	\$10,400.00	\$24,600.00	\$1,108,700.00	\$9,800.00	\$798,200.00
GBC Construction LLC	Yes	Yes	Yes	Yes	Yes	\$22,440.00	\$7,000.00	\$17,650.00	\$1,300,000.00	\$9,690.00	\$700,000.00
Andy Medcalf Construction Co.	Yes	Yes	Yes	Yes	Yes	\$26,044.00	\$4,247.00	\$15,640.00	\$729,810.00	\$8,585.00	\$724,759.00



IBI Group is a group of firms providing professional services
Dull Olson Weekes - IBI Group Architects Inc. is a member of the IBI Group of firms

Dull Olson Weekes - IBI Group Architects, Inc.
907 SW Stark Street
Portland OR 97205 USA
tel 503 226 6950
fax 503 273 9192

STUDENT COUNT COMPARISON

ADM COMPONENTS	2017-18 BUDGET	2ND PERIOD COUNT	2016-17 ACTUALS
AVERAGE DAILY ATTENDANCE	2300	2256	2271
TEEN PARENT/PREGNANT STUDENTS	3	3	2.31
STUDENTS ON IEPs = 11% of ADMr	253	248	250.21
IEP STUDENTS OVER 11%	9.8	9.8	9.8
STUDENT IN PROVERTY	79.44	79.44	78.56
STUDENTS IN FOSTER CARE	5.25	5.25	5.25
REMOTE SCHOOL	24.56	24.56	24.56
ENGLISH LANGUAGE LEARNERS	50	50	50.09
TOTAL	2725	2676	2691

2725 less 2691 = 34

34 x \$7820 = 265.880

We will fall back to 2016-17 numbers for our current year's State School Fund Payment

This will result in a \$280,000 negative May correction



**COMMUNITY ENGAGEMENT COMMITTEE
MEETING MINUTES
January 4, 2018**

The Community Engagement Committee, a subcommittee of the NSSD Board of Directors, typically meets on the first Thursday of every month during the school year. Meetings are held at **8:00** am (unless otherwise stated) in the Santiam Room at the District Office located at 1155 N 3rd Ave in Stayton.

Committee Members: Tass Morrison, Andy Gardner, David Bolin, Gary Rychard, Susy Saray, Toni Silbernagel, Garrett Trott, Mike Miller and Randy Forrette

Committee Objective: In doing what is best for kids, the CE Committee will define and implement effective community engagement activities and strategies that will actively engage community members and parents within our schools in order to propel the District toward providing the best facilities and learning environments.

CALL TO ORDER

The meeting was called to order at 8:05 am. Those present included: Mike Miller, Dave Bolin, Andy Gardner, Gary Rychard, Susy Saray, Garrett Trott, Tass Morrison and Tonia Whisman.

REVIEW OF MINUTES

MOTION-APPROVAL OF MEETING MINUTES

Motion that the committee approves the December 7, 2017 meeting minutes.
Motion Made By: Gary Rychard
Vote: Unanimous

AGENDA

1. Survey

Andy shared that the Leadership Team met the day prior and discussed the survey at length. He relayed some of their input with the CE Committee.. They discussed the growing sentiment that it would be best to separate the district-level and school specific questions into two different surveys to be administered at different times during the year. There was a suggestion at the Leadership Team meeting to distribute the school specific questions during the time Spring conferences are held and the district level survey during Fall conferences. The Committee agreed that creating two separate surveys will encourage participation by limiting the number of questions posed at one time and decreasing the complexity needed to administer it.

The Committee compared the questions to the attributes of Outstanding Schools (shown below) as identified in the Superintendent's Goals. They felt the survey questions encompassed the attributes and allowed for actionable feedback.

Safe and Orderly Environment • Climate of High Expectations for Student Achievement • Dynamic, goal-focused Instructional Leadership • Collaborative work behavior with focus on specific products • Clear and focused mission • Opportunity to learn for all with 90% of students graduating • Frequent monitoring of student progress • Strong Community-Home-School Relationships

Dave reviewed the NSSD mobile app to determine how effective it would be in administering a survey. He determined it is best used with surveys that don't have variables in what questions are asked based

on how the respondent replies. He also noted that there currently aren't any questions surrounding technology in schools.

The Committee reiterated the importance of acting upon the information that is gained and communicating this back to the stakeholders to maintain the integrity of the process. They also suggested including some type of statement about confidentiality for those taking the survey online or via the app so respondents are assured their answers will remain anonymous. They also suggested adding comment boxes after each question so respondents have the option to explain why they scored the way they did. They expressed again their desire to vet the questions with the Parent Teacher Clubs at each school prior to finalizing the survey.

Andy indicated he will discuss the school specific questions in more detail with Principals at their next meeting on January 11, 2018. Dave plans to create a dummy survey in the mobile app and have staff who are also parents test it to determine the ease of use and identify any potential problems. The survey will be distributed during the first two weeks of April (during conferences) and reported back to the stakeholders and the media in late May.

2. City Council Presentations Update

Tonia shared that Stayton, Sublimity and Lyons City Councils have all added NSSD to their agendas for February. The dates will be presented to the Board at the January 18th meeting. The Committee made suggestions of what types of information might be included in the presentations. Those included:

- 2017 Graduation Rate
- Freshman/Seniors On Track to Graduate
- CTE/Healthcare Pathways Grant
- SHS Food Drive & Sublimity Toy Drive
- Eye Screenings
- Stayton PD School Resource Officer
- Soccer/Cross Country results
- AVID
- Booster Club efforts
- Quality Instruction/Professional Development
- Challenge=PERS/Population Growth
- Title I Statistics

Tonia will use this information to prepare draft presentations for the Jan. Board meeting for further discussion.

3. CE Meeting Dates/Times for Feb-May 2018 (need to find a date for March)

The Committee reviewed the updated the dates for the Feb-May meetings. They agreed to combine the Feb and March meetings due to scheduling conflicts. The February meeting will be moved to February 28th and the March 1st meeting will be cancelled. The other meeting dates are as follows:

Wednesday, Feb 28th @ 9:00 am

Wednesday, April 4th @ 9:00 am

Wednesday, May 9th @ 9:00 am

Meeting Adjourned at 9:45



North Santiam School District

Leadership Team Quarterly Board Report

January 2018

Instruction Support and Service Team and Technology

Director: Dave Bolin

Staff: Susy Saray, Tiffany Walbridge, Sara Silbernagel, Vicky Storey, Steve Burkleo, Debbie Johnston, Jeff Beringer

GENERAL COMMENTS

- **Professional Development In-service (Classified and Certified):**

- **Classified:** Classified in-service is a full day on January 26. This day will begin with a special keynote speaker, Sharon Lacey. Sharon is a motivational humorist and stand up comedian. Her keynote and follow up workshop activity is designed to address the challenges we face in the workplace. She is confident she will keep us laughing.
- All District Directors met last month to review a survey of classified staff and make plans for this day. The design of this day is very similar to how we have conducted our certified in-service activities with many workshop sessions being offered. Although many staff have several sessions of medical training, all staff will be able to access many great sessions. Directors and Principals will also have time to meet with their staff as well. A light breakfast and lunch are being provided.
 - **Sessions:** Basic Spanish, Boys in School, De-escalating Behaviors, AVID Basics, Growth Mindset, Playground Supervision, Technology Supports, First Aid, CPR, Medical Update
 - **Presenters:** Taylor Egan, Norma Morales and Susy Saray, Alan Kirby, Jeri Harbison, Jess Roth, Vicky Storey, PACE Greg Jackson, Steve Burkleo, Jeff Beringer, Denise Cardinali, Michelle Young
- **Certified:** The next certified in-service day is February 9. The first half of the day will be a workshop type format with a variety of sessions being offered to support our continued growth and development. We have many teachers, administrators and instructional coaches designing one-hour workshops. The afternoon will be led by building principals and will focus on educator effectiveness and instructional practice.
 - **Sessions:** Developing Awareness of Next Generation Science Standards, Motivating the Unmotivated, Using Inquiry to Increase Rigor, Number Talks, 30 Tech Tools in 50 Minutes, Strategies for De-Escalating Student Behaviors, Using

and IEP at the Secondary Level to Make Instructional Decisions, Collaborative Structures, Boys in School, Supporting Learning with Organization, Google Classroom, A alternative to Guided Groups in Reading, IEP Basics for General Education Teachers, Using AVID to Positively Impact Classroom Culture.

- Presenters: Nicole Duncan, Julie Lafayette, Vicky Storey, Rebecca Mitchell, Nicole Britton, Mike Mannix, Jeri Harbison, Stephanie Anderson, Jessica Roth, Alan Kirby, Kelly Fields, Larissa Robbins, Megan Buchanan

- **Next Generation Science Standards:** The district is preparing for transitioning to the new Next Generation Science Standards (NGSS). Last year we sent two staff members to a comprehensive training regarding how to plan for a successful transition. This year we have contracted with a former Stayton teacher, Nicole Duncan, to assist our transition team with this work. Nicole is leading this work in her position in the Greater Albany Public School District and can offer us valuable support as we make our transition. Although many of our science teachers are exploring with the new standards currently, this will be our first year of building awareness. Nicole will be offering three sessions during our February in-service day and providing a training to all administrators. Nicole will also be consulting with our District Presenter, Nikita Noelcke, who will be providing our after school courses for teachers this spring. The following is overview information provided by the Oregon Department of Education.

Overview

- The NGSS are a new set of K–12 science standards developed by states, for states. The NGSS identify science and engineering practices and content that all K–12 students should master in order to prepare for success in college and 21st-century careers.
- The NGSS were built upon a vision for quality science education for ALL students—not just a select few.
- The NGSS were benchmarked against countries whose students perform well in science and engineering fields, including Finland, South Korea, China, Canada, England, Hungary, Ireland, Japan, and Singapore.
- The NGSS are NOT curricula. Standards articulate what students need to know and be able to do by the end of each grade level. Districts, schools, and teachers will determine their own curriculum, including what is taught throughout the year, and how it is taught.

How is it different?

- The NGSS have the potential to revolutionize science education. Not only do they incorporate the most current research and findings in science, they also include the most current research regarding how students best learn science.
- The NGSS allow students to think of science learning not as memorization of disconnected facts, but as a holistic understanding of integrated and interrelated concepts. This is one of the biggest shifts in the NGSS compared to previous sets of science standards.
- The NGSS require students to provide evidence of their learning and will equip students with the critical thinking and analytical skills they need to be successful in college and to compete for today's most rewarding jobs.

- The NGSS connect scientific principles to real-world situations, allowing for more engaging and relevant instruction that clearly covers complicated topics.
- **Technology:** The Technology Department continues to remain busy with help desk tickets and has been successful in responding promptly to needs across the district. The students at Stayton High School continue to be a valuable support. Our implementation of the mobile app and teacher messaging continues to be a work in progress. The month of September and October were heavy in working with Linn Benton Lincoln Education Service District and Blackboard in integrating our systems together.. The mobile app is functioning very well and parents are able to access valuable information on their mobile device.

- **Reports**



Organization	# of Followers	# of Followers
 Stayton High School	975	<div style="width: 97.5%;"></div>
 Stayton Intermediate School	561	<div style="width: 56.1%;"></div>
 Stayton Elementary School	445	<div style="width: 44.5%;"></div>
 Sublimity School K-8	422	<div style="width: 42.2%;"></div>
 Stayton High School Athletics	202	<div style="width: 20.2%;"></div>
 Mari-Linn School K-8	194	<div style="width: 19.4%;"></div>
 Stayton Middle School	111	<div style="width: 11.1%;"></div>

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App Page Views Report

Sep 1, 2017  through Jan 16, 2018 

Page	# of Views	# of Views
 students	7,347	<div style="width: 73.47%;"></div>
 Notifications	5,420	<div style="width: 54.2%;"></div>
 Calendar	2,852	<div style="width: 28.52%;"></div>
 Activity Stream	2,832	<div style="width: 28.32%;"></div>
 Top Stories	2,621	<div style="width: 26.21%;"></div>
 Student Info	2,612	<div style="width: 26.12%;"></div>
 My Account	2,232	<div style="width: 22.32%;"></div>
 School Menus	1,195	<div style="width: 11.95%;"></div>
 Meal Time Online	977	<div style="width: 9.77%;"></div>
 Directory	917	<div style="width: 9.17%;"></div>

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- **Reports from ISST Staff:**

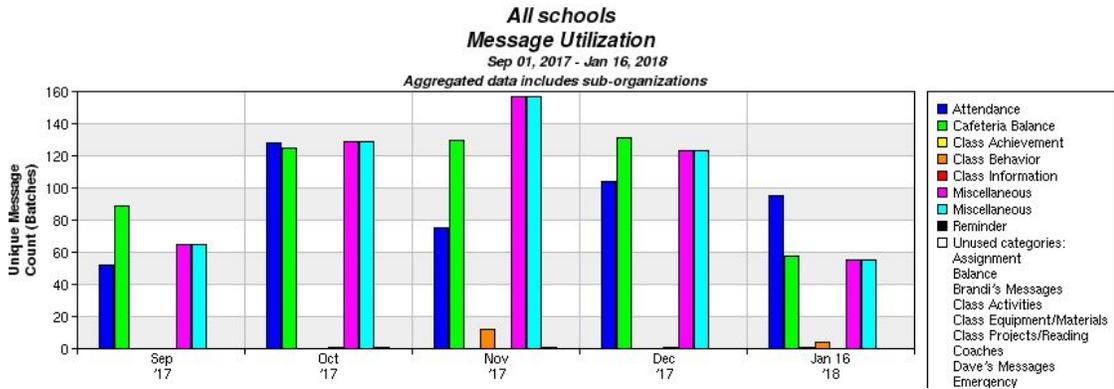
- **Vicky Storey**

- Strategic Reading Programs: We have had many conversations to refine building systems to ensure that students are receiving appropriate interventions to build reading skills. We continue to have conversations about what data we look at, how often, and how to make sure that students don't get lost in the shuffle if and

when they move from one building to another. We have sent a person from each building with K-8 students to intensive training in order to support new dyslexia legislation as well.

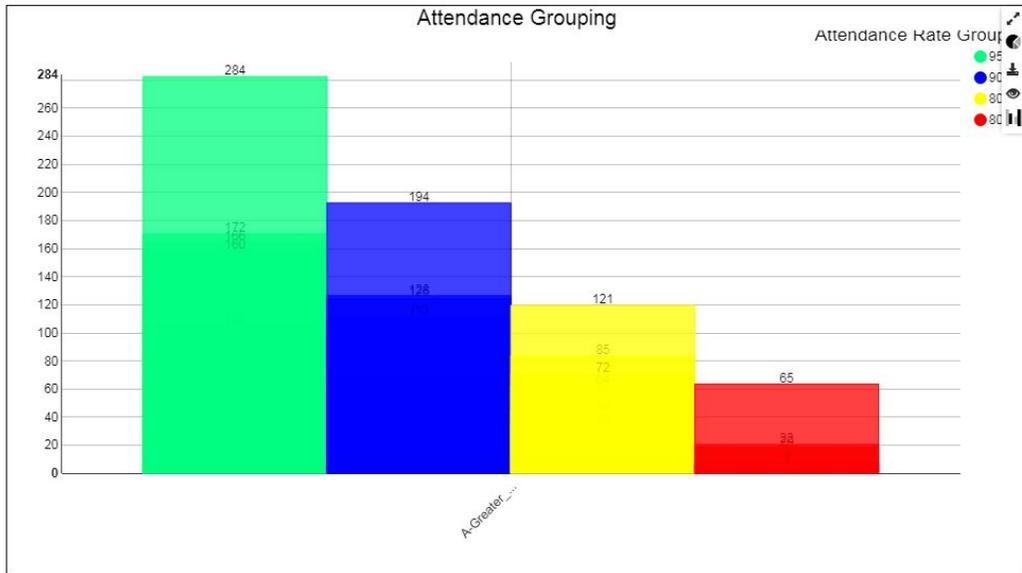
- AVID: We have been invited to host an AVID Showcase at Stayton Intermediate School on February 21. This is an incredible honor as it is their first year of implementation. AVID Center staff who have visited the school are amazed at the high level of implementation in this school and the building leadership that has supported the work. The Showcase has filled with 35 people signed up to attend and a lengthy waiting list. At SHS and SMS we continue to see WICOR strategies in place, especially in the classrooms of the cross-disciplinary AVID Site Team teachers. AVID Elective students have had guest speakers visit and are looking forward to college visits in the spring. AVID Elective teachers continue to work hard to develop strong relationships with students and to develop an AVID family among their students. Our 9th grade AVID students had a family potluck before the holidays. We are in the initial stages of planning our Summer Institute teams for this summer and considering expanding into other buildings.
- **Sara Silbernagel**
 - December Census Report to Oregon Department of Education, (366 students)
 - 18 students qualified for high cost reimbursement this year, up 5 from last year
 - 50 Special Education students have exited Special Education or moved this school year
 - 21 students have been tested and determined eligible for Special Education this year
 - 16 Behavior Evaluation have been scored and 5 in process
- **Tiffany Walbridge:**
 - OIS training. After having two training sessions, we currently have 24 employees trained. ML-1, SES-7, SHS-8, SIS/SMS-4, SUB-4. This training legally supports our SLP and Life Skills classrooms, in case they need to restrain a student for any reason.
 - Preparing/Planning of Classified In-service day-January 26, 2018. Working on each classified staff member's individual schedule, so everyone has the opportunity to attend sessions and still receive all the required medical training needed on the same day.
 - Working with Sara Silbernagel to prepare for her upcoming absence. I will be covering multiple areas of her work until she returns in April.
 - Expulsion Update Letters sent out. Currently, there are 7 Expelled students and 2 Probation pending expulsion students at SHS, 2 Expelled Stayton Middle School Students
 - Tutoring Support-We currently have 5 students on tutoring.

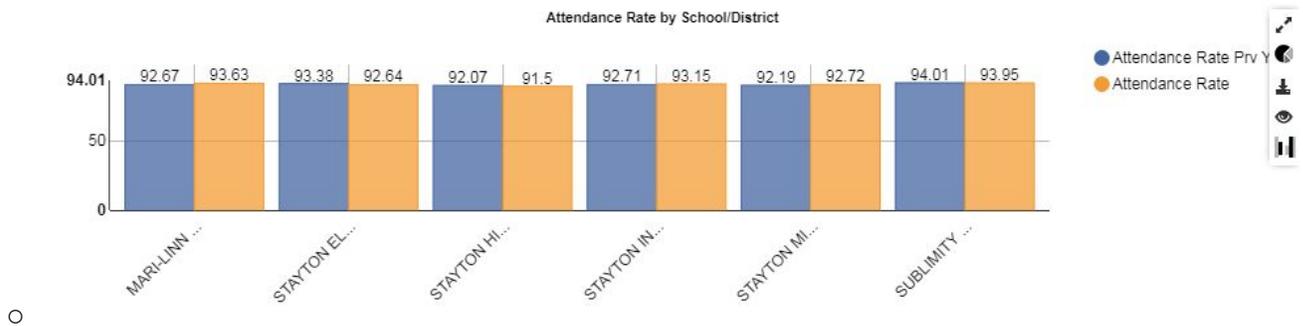
- McGraw Hill sent us, at no extra cost, replacement teacher editions and student books for our newly adopted Geometry (160 student books and 6 teacher edition sets) and Algebra 2 (125 student books and 3 teacher edition sets) courses. I have been working with Northwest Textbook Depository, SHS Math Teachers, and Gail to make this transition as easy as possible. With the assistance of our custodial staff, we will be sending back the old editions this week.
- Working with Vicky on registrations for staff members to attend out of district professional development workshops and conferences.



DISTRICT DATA & INFORMATION

- Attendance: Green +95% , Blue 90%-95%, Yellow 80%-89%, Red 80% and below





Stayton High School
Principal: Alan Kirby Assistant Principal: Debi Brazelton

WHY? College and Career Readiness

HOW? AVID schoolwide and rigor to standards

WHAT? Schoolwide expectations, use of WICOR and STAR in the classroom

Enrollment: 699

IMMEDIATE GOAL: AVID SCHOOL-WIDE

School-wide staff expectations in AVID for 2017-18 include:

- -Planners for all students
- -Cornell Notes to be used whenever notes are to be taken, including all of the process of reviewing, refining, and using the notes later
- -Critical reading strategies are expected to be used in all classrooms (Pre-read (including EQ), # paragraphs, underline key phrases, circle words of misunderstanding/key words, notes/questions in margins, extend the learning beyond the text.
- Goal for 70% of classroom observations to include AVID implementation strategies (beyond planners)

IMPLEMENTATION:

- 9th and 10th grades are using planners with consistency, need to work on 11th and 12th graders and teachers. Considering digital options for next year also.
- Cornell notes being used regularly in classes
- Critical reading strategies are being observed
- Observation notes include WICOR yes/no data.
- Many teachers also using interactive notebooks
- AVID site team meeting regularly
- Staff trainings are related to AVID strategies and usually presented by the AVID site team members (teachers)

NEXT STEPS:

- School-wide AVID "Audit" on use of strategies during second semester
- Continued training on AVID strategies
- Identification, with Site Team, of AVID school-wide goals for next semester
- 20 Identification of AVID training needs for next year (elective teachers, etc.)

INTERMEDIATE GOAL: GRADUATION RATES/9th on Track

Stayton High School will increase its graduation rate to 80% for the class of 2018, and increase by 4% per year the following two years.

Senior meetings with and about 12th graders happening regularly. Debi and counselors are heading up this effort, as last year.

Related to this goal, we are focusing hard on **9th grade on track**, with a goal of at least **90%** through the year.

Freshman team also has begun meeting and focusing on specific students, and to set school-wide goals and plans for 2nd semester.

9th on Track rate as of 1/8/18: **85%**. Has been as high as 89% in December.

New Programs towards this goal:

Winter Summer School: Students who nearly meet the requirements for a class will be given an opportunity to finish the class within the first 2 weeks of the second semester. This is formatted similar to summer school in June. Students will use time before school, after school, or as a last resort time during an elective class to finish the course. These will be required courses. The focus for which students will be 9th and 12th graders first.

Wednesday Eagle Time: We now have a study hall/intervention time built into every Wednesday. 2nd period extends with study hall for students unless they are referred by another teacher to come and meet with them. This gives teachers a “hands on” time to meet with students that they need to see, versus giving them to someone else (academic academy/Saturday school).

Freshman Summer Academy: This is in the early stages of being built currently with Randy Nyquist and others. This will be for at-risk students incoming as 9th graders next year, and the plan is that they come away from this experience with 0.5 credits, having spent time on math, reading, writing, and character development.

LONG TERM GOAL: MALE ACADEMICS

Trained around 40 K-8 NSSD staff at inservice on the topic. Hoping to present at COSA in Seaside. Trying to continue research forward and always looking for more information.

Gender-specific Freshman Focus has been implemented and a survey to get feedback from students is planned.

Unit planning in ELA classes considers male students, some adjustments to topic and choice have been made.

Other cool stuff:

- Biomedical pathway grant awarded. Lynette Witkowski will be managing the grant and teaching the classes next year. Grant is for about \$375K over two years, will allow for purchasing of curriculum, FTE, etc. Pre-grant Health Occupations class launching in February.
- Summer CTE boot camp is a part of the grant as well, for middle school students to experience our CTE programs
- Looking to expand our “programs of study” with the state. The requirement to get funding for student completers is 3 credits in the pathway (when they do, the program is funded at around \$800 per completer student). Right now, we have manufacturing and agriculture. Looking to expand to include business, and biomedical pathway to be programs of study as well.

- Food drive in December brought in 8,457 lbs. of food, eclipsing the 8,000 lb. goal.
- Student Advisory Committee created, will meet beginning this month.
- Anti-bullying BMX assembly coming in February

SHS ATHLETICS
Athletic Director: Darren Shryock

IMMEDIATE GOAL

Improve the communication/ relationship between the high school athletic programs and the middle school programs.

Progress: All fall head coaches met and/or visited with middle school players. Camp information will not happen until the summer approaches, but so far, communication has improved. Winter coaches are actively working with middle school athletes.

INTERMEDIATE GOAL

Recruit and retain premium head coaches for Stayton High School

>Goal will be for kids to experience a maximum of two head coaches during their high school career

Progress: All but one head coach from the fall will return next year. Holding onto our premier coaches is taking place.

LONG RANGE GOAL

Substantially upgrade Stayton High School outside facilities by 2020

Progress: The baseball hitting shed is well underway and we hope to complete the project this spring. The next project the Boosters are taking on is a softball hitting facility. This should help us be more in compliance with Title IX and improve our facilities long range.

Stayton Intermediate/Middle School
Principal: Michael Proctor Assistant Principal :Matthew Olson

Finishing up the first semester of the 2017-18 school year.

- *It is hard to believe we are into the last three weeks of the first semester. Staff is working on mid-year assessments with their students. Our AVID culture continues to grow at SIS/SMS. We have had the pleasure of being visited by AVID state and regional representatives. Our school has left a wonderful impression on AVID.*
- *We are working hard to adjust our master schedule for the second semester. With the implementation of AVID, we have had to move away from common elective times and try to spread them out over the entire day. We continue to adjust and modify in order to best meet the needs of all our students and allow them to be involved in electives that are interesting to them.*
- *We are preparing this Saturday for our second Saturday School. The first opportunity we*
22 *invited 30 students and 16 attended. Saturday school is not punitive, it is an opportunity for students to receive additional help outside the regular school day. Up to this point, it has been*

highly effective for those that have attended.

- *Mr. Olson and I continue to strive to be in every classroom every day. It is a challenge, however, it is important to us that our staff continues to receive the feedback they deserve around quality instructional practices.*
- *As you are aware, we had our 8th grade Language Arts teacher resign before the holiday break. Ms. Bottoms has taken over and is working extremely hard for our kids. At the semester break, Mrs. Sheppard will be moving to full time and Ms. Bottoms will then be the half-time ELA teacher.*

AVID Elective Teachers: Mr. Lindsey (8th), Mrs. Tisler (7th), Mrs. Dayton (7th), Mrs. Roth (AVID Site Coordinator)

AVID Elective Students:

- **7th Grade 39 Students (13 Hispanic/33%)**
 - **16 Boys**
 - **23 Girls**
- **8th Grade 28 Students (12 Hispanic/43%)**
 - **7 Boys**
 - **21 Girls**

National Junior Honor Society inductions were on Tuesday, October 17th. Since that time, our NJHS students have been busy doing food baskets during the holidays and the Dude Be Nice Campaign. The recipient of the Campaign this year was Richard Neely. Past winners have been Wendy Nau, Steve Ellis and Sue Kendrick.

We have had both September, October and November/December Student of the Month assemblies in the SIS building. We have had our first Quarter Student of the Month Assembly in the SMS building. We will celebrate our second quarter winners on January 25th. We continue to recognize students for doing the right thing and developing great character traits. We have students now earning Gold and Blue cards. These cards represent students that have no referrals, outstanding attendance and good academics.

- **Gold Card Requirements:**
 - *Be Safe, Respectful, and Responsible*
 - *Show good character*
 - *Act with respect towards staff, students, rules and school property*
 - *Maintain a 3.0 GPA @ Semester*
 - *Maintain 92% attendance rate*
 - *No major or minor referrals for the semester*
 - *Will not be tardy more than 3 times in a 9 week period*
- **Blue Card Requirements:**
 - *Be Safe, Respectful, and Responsible*
 - *Show good character*
 - *Act with respect towards staff, students, rules and school property*
 - *Maintain a 2.5 GPA @ Semester*
 - *Maintain 87% attendance rate*

- *No major and no more than 2 minor referrals for the semester*
- *Will not be tardy more than 5 times in a 9 week period*

Other Activities that have been going on at Stayton Intermediate/Middle School:

- *ASB/NJHS hosted a movie night for 4th graders on October 6th.*
- *PTC provided all students with a OMSI Assembly on December 8th.*
- *PTC hosted a back to school dance and a Halloween dance.*
- *PTC will be hosting a PTC Activity Night on February 2nd at 6 PM*
- *On December 4th the 6, 7 and 8th grade held a choir concert*
- *On December 7th the 6, 7 and 8th grade held a band concert*
- *Mrs. Roth and Mrs. Egan have held to family workshop seminars. One was held during conferences in the SMS building and one in the SIS building on December 5th. Staff that attended helped families learn how to use the NSSD app, which turned out to be very beneficial for those parents.*
- *Our fall book fair was once again successful, selling just over 900 books.*
- *We ran our school fundraising letter and raised over \$10,000.00*
- *5th grade went to the zoo on October 18th (paid for by a parent grant)*
- *AVID students went to the Medical Teams International*

Immediate Goal: SBAC Math & ELA

By June 2018, SIS/SMS will increase the average percent proficient on the Smarter Balanced Math and ELA Assessments based on cohort performance from the 2016-17 school year.

Tied to:

- District Goals 1, 2, 3
- Board Goals 1, 3
- *All grades K-8 will use the newly adopted Go Math Curriculum and approach to address Common Core State Standards (CCSS). Our students that are taking HS Algebra are using the new adopted math curriculum from the HS. Students were pre-assessed at the beginning of the year and are now taking their mid-year assessments.*
- *Administrator will increase knowledge of the Math CCSS. Mr. Olson and myself continue to learn with the new curriculum as well.*
- *PLC time continues to focus on the implementation and monitoring process of curriculum.*
- *Monthly parent math article published in 4th/5th newsletters. Teachers at each grade level are responsible for putting monthly math article in Monday folders. We need to get better at this. This allows us to let parents know what students are working on at each grade level.*
- *All teachers will utilize pre, mid year, and post student assessments provided in the new curriculum.*
- *All teachers will continually analyze data to drive instructional changes to meet trend individualized student needs.*

Intermediate Goal #1: AVID Schoolwide Systems

AVID is schoolwide when systems are in place that support governance, curriculum and instruction, data collection and analysis, professional learning, and student and parent outreach to ensure college readiness for AVID Elective students and improved academic performance for ALL students.

Tied to:

- District Goals 1, 2, 3
- Board Goals 1, 3

Governance, curriculum and instruction:

- WICOR Walkthroughs
- WICOR strategy trainings built into all our staff trainings
- Focused Note Taking - we have trained and implemented at all grade levels
- Planner Focus - using planners as a learning tool to set academic goals
- Monitor AVID implementation as measured by the certification tools provided by AVID.
 - CCI (6-8) Coaching and Certification Instrument
 - CSS (4-5) Certification Self Study

Data Collection/Analysis:

- Google drive folders organized by four AVID domains
- Site team action plan and quarterly goals revised and discussed monthly
- AVID student and staff survey

Professional Learning:

- AVID Summer In-service (Socratic Seminar/One Pagers)
- October In-service (beyond the lecture/Inquiry)
- All Staff during PLC (Collaborative Study Groups)

Student/Parent Outreach: Promoting College/Career Readiness

- November parent workshop offered during conferences (How To Support Your Student) AVID focus
- December parent workshop offered in the evening (How To Support Your Student) AVID focus

AVID Elective Students:

- Saturday School
- AVID alerts (Bi-Weekly grade checks for AVID elective students)

Intermediate Goal #2 SMS: AVID Schoolwide Leadership

AVID Schoolwide leadership sets the vision and tone that promote college readiness and high expectations for ALL students in the school.

Tied to:

- District Goals 1, 2, 3
- Board Goals 1, 3

Focus Areas

1. School Mission/Vision Aligned with AVID

- Mission created during In-service with ALL staff (both Certified and Classified).

We empower, nurture, and inspire ALL students through relationships that create confident successful learners for an ever changing society.

2. Communicate Mission/Vision to Stakeholders

- In progress

3. AVID's Philosophy of Open/Equal Access to Rigorous Courses

- New electives, all A-F
- 8th grade Honors English designed and implemented
- Continuation of HS Algebra offered
- All 8th grade math classes are now 8th grade algebra.
- We have 7th graders taking 8th grade Math/ELA classes.
- We have 6th graders taking 7th grade Math/ELA and Science classes.
- For the first time, we have two 8th grade girls going to the HS to take Freshman Honors English.

4. Barriers to Access and Equity

- Percentages for AVID students is in the above info.
- Focus on all home communication in multiple languages.
- Held two family workshops in multiple languages.

Long Range Goal: Outstanding Schools

By June 2018, all schools in the NSSD will be considered Outstanding Schools that create future citizens, parents and an educated workforce that contribute to the community by preparing students academically and socially for success at the high school level based on DuFour's 8 characteristics of an outstanding school: We continue to strive everyday to provide our students with the kind of environment that our community deserves. We have established new PBIS criteria and rewards through our Gold and Blue card system. We celebrate our student successes with parents and community. Our instructional practices continue to progress through BERC/STAR and AVID. Stayton

Intermediate/Middle School is a great place to be and our staff works tirelessly to provide our students with a wonderful educational experience.

- Safe and Orderly Environment
 - PBIS/Set
- Climate of High Expectations for Student Achievement in a College-Going Environment
 - AVID
- Dynamic Instructional Leadership
 - BERC/STAR
 - New Evaluation Process
- Collaborative work behavior with a focus on specific products
 - PLC Process
- Clear and Focused Mission
 - Creation of Mission and Vision with entire staff
- Opportunity to Learn for All
 - AVID
 - BERC/STAR
- Frequent monitoring of student progress
 - AVID
- Strong Community-Home School Relationships
 - AVID Parent Nights
 - New App for parents

Tied to:

- District Goals 1, 2, 3, 4
- Board Goals 1, 3, 4

Thank you to the board for all your support of our students, staff and school community as a whole. Feel free to stop by anytime and I would enjoy having the opportunity to show you all the great things going on at Stayton Intermediate/Middle School. If you can't stop by, you can follow both Mr. Olson and myself on Twitter; Stayton MS Principal [@SIMSPincipal](#) and Matt Olson [@SMSMattOlson](#)

Mari-Linn School/NSSD Special Ed
Jeri Harbison

Vision-*The staff and students of Mari-Linn work together to create a school focused on academic achievement and growth with a warm, caring, and accepting climate; the hub of the community where people of all ages go to learn, share, and celebrate.*

Mission:*Our mission is to produce students who are proficient in the academic concepts and skills required by the state of Oregon; and have the social and emotional skills necessary to be successful in the next level of their education.*

Mari-Linn Enrollment

Total-225

K-28
1-21
2-26
3-20
4-24
5-27
6-20
7-26
8-29

Immediate Goal-SBAC

By June 2018, Mari-Linn will increase the average percent proficient on the Smarter Balanced Math and ELA Assessments based on cohort performance from the 2016-17 school year.

SBAC Goal-Data Collection & Monitoring

- SBAC Scores in Spring
- Go Math Assessments 3 times a year- reviewed by team
- End of Unit Assessments-reviewed by teachers
- ELA District Writing Assessments 3 times a year- reviewed by team
- BAS 3 times a year grades K-2- reviewed by team
- BAS for 3rd grade- optional for at risk students
- Progress Monitoring of BAS reviewed by intervention team
- *easyCBM 3x a year grades 4-8 reviewed by team*
- *easyCBM progress monitoring reviewed by intervention team*

01/2018-- Teachers are preparing to complete their mid year assessments and will review progress being made. Teams will meet during the PLC time on 01/22/18 to review status of their mid year checks. On February 5th, District PLC teams will review data. During the week of February 12-16, teachers will be sharing the progress being made toward student learning goals with me individually. I anticipate that with this being the second year with Go Math we will see increased learning.

Intermediate Goal #1 BERC & STAR

By May 2018, ML staff will increase powerful teaching and learning as a result of increased use of thinking and application indicators using the STAR rubric from BERC. Scores will average a level of 3 or more on formal observations.

BERC/STAR #1-Data Collection & Monitoring

- STAR rubric collection from 2 to 3 formal observations
- End of Year-ML/SUB Admin collaboration of BERC data Collection
- Formal data collection from the BERC group if funded
- Monthly observations and feedback sessions for staff
- Teachers level 3 or higher will be observed minimum of 1x month with a reflective feedback session
- Teachers level 2 or lower will be observed 1 x month with a reflective feedback session and a

follow up observation and an additional feedback session

01/2018--With the exception of the first quarter, I have been meeting this goal. Teachers have participated in video learning walks during the October inservice training day with Missy Riesterer. As a staff on 01/08/2018, we scored and reflected on a video from the BERC group. Teachers will do an additional video of themselves and reflect with a small group on February 12th.

Intermediate Goal #2- Culture

By June 2018, ML will increase the career and college going culture of our school by implementing the expectations and environmental look-fors measured 3 times during the 2017-18 school year using the NSSD Culture Checklist. Baseline data to be taken by September 29, 2017.

Culture-Data Collection & Monitoring

- The NSSD Culture Checklist completed 3 times a year by Administrator (Fall, Winter, Spring)
- Ongoing informal and formal observations using the STAR rubric
- BERC data collection in Spring of 2018
- Utilization and monitoring of student planner and teacher accountability during teacher observations monthly.
- Utilize district AVID Coordinator to present professional development to staff members

01/2018--I am behind in completing the Culture checklist. I will plan to complete this month. 90% of our teachers have information posted in regards to where they went to college. Middle school students are regularly using their binders and planners. I have been doing random checks with candy incentives. This is not surprisingly motivating.

Long Term Goal: Outstanding Schools

By June 2018, All school in the NSSD will be considered Outstanding Schools that create future citizens, parents and an educated workforce that contribute to the community by preparing students academically and socially for success at the highschool level based on DuFour's 8 characteristics of an outstanding school:

- **Safe and Orderly Environment**
- **Climate of High Expectations for Student Achievement in a College-Going Environment**
- **Dynamic Instructional Leadership**
- **Collaborative work behavior with a focus on specific products**
- **Clear and Focused Mission**
- **Opportunity for to Learn for All**
- **Frequent monitoring of student progress**
- **Strong Community-Home School Relationships**

Outstanding Schools-Data Collection and Monitoring

- PBIS TFI-Tiered Fidelity Inventory completion by October 2017
- Upon completion of TFI staff will review the results and create a plan to increase the implementation of PBIS schoolwide.
- Annually review Vision and Mission Statements-include in teacher resource binder and increase visibility throughout entire building.

- Parent school survey completed by Spring 2018
- Monitor subgroup assessment data by Spring 2018 on SBAC
- Monitor subgroup assessment data through intervention monitoring

01/2018-- The staff have completed the PBIS TFI-Tiered Fidelity Inventory and a Staff Perceptions of Behavior and Discipline. The PBIS team will reflect on the information and make a plan to refresh our PBIS system in our building. We spent some PLC time discussing our responses on the Staff Perception survey in December. Our behavior incidents have increased quite a bit this year. I am not sure if that is due to my absence or an influx of new students. In reviewing the data, new students are responsible for about 85% of behavior incidences. Upon return from break, staff reviewed behavior expectations.

- Thank you to Gary and Jane for the new locks on our doors. This will make a huge difference in our building. Staff will only need 2 keys instead of 4 and we will no longer have white elastic bands on our doors.
- Thank you to Mike Miller and the floor crew, for the amazing job they have done on the gym floor.
- Before break our middle school students participated in a program with Kaiser-Permanente and Children's Theatre. The program was focused on "Upstander" strategies in dealing with bullying behaviors. The group helped students produce PSA clips. We will be doing a screening of the clips for our school in the next 2 weeks. The Children's Theatre group is asking to use some of the clips for their own websites.
- Our PTA held a dinner/auction in November and raised over \$9000 to be used for a variety of building/student needs.
- The PTA held their annual Holiday Store for students the two days before break.
- Our PBIS Team held a special month of Honor tickets for behavior. Middle school students participated in a special Chocolate Factory event. Elementary students participated in a special raffle.
- Since my return, my focus has been to re-establish behavior expectations for students and increase my presence and observations of classrooms. Winter formal observations begin this month.

Special Education

- Census was completed our reported number was 366 which is an increase of 8 from last year. This is a significant increase from 2015-16 from 309.
- Our team will be reviewing the STAR rubric and developing a user friendly document that applies to how those elements may look differently in our special programs.

Sublimity School
Principal: Missy Riesterer

Vision:

Our vision is to ensure every student is inspired to learn and empowered to excel while achieving academic excellence through an engaging and supportive environment. We will prepare students to be life-long learners and positive community members.

Mission:

Sublimity School encourages high expectations for success through innovative instruction that allows for individual differences and learning styles. Each student's self-esteem is nurtured by positive relationships with students and staff. We value parents, teachers, and community members in our students' learning.

Immediate Goal:

By June 2018, Sublimity School will increase our average percent proficient on the Smarter Balanced Math and ELA Assessments based on cohort performance from the 2016-17 school year.

District/Board Goal Support:

District Goal: #1

Board Goal: #1

Outstanding School Characteristic: #2, #3, #4, #5, #6

Each teacher in grades 3-8 have had their class answering questions very similar to those asked on the Smarter Balanced Assessments using items from the Study Island program purchased by the district to use as a resource.

The Smarter Balanced portal will open later this month. I have asked teachers to begin having all of their students participate in both the practice tests and the training tests provided by the site. These tests allow students to experience what type of questions they will be required to complete on the Smarter Balanced Assessments. Practice tests are available in both English Language Arts and Math.

We will continue to require all students K-8 to spend time working with technology on a regular basis. Our district requires all grade levels to complete Performance Work Samples in math and language arts that we use as interim assessment data points. These work samples also help them learn about the type of responses they must be able to provide independently on the Smarter Balanced assessments.

Our teachers are tracking each student's progress on the Common Core State Standards and documenting when they learn each standard. Each week our teams analyze data to develop the best instructional action plans for every student in their class.

Intermediate Goal #1:

By May 2018, Sublimity staff will increase powerful teaching and learning as a result of increased use of thinking and application indicators using the STAR rubric from BERC. Scores will average a level 3 or more on formal observations.

District/Board Goal Support:

District Goal: #1

Board Goal: #1

Outstanding School Characteristic: #2, #3, #4, #5, #6

Our staff reviewed the newly adopted BERC Rubric in August during in-service week. This observation tool replaces the Danielson tool our district used previously. All administrators were in favor of adopting a more simplified and more user friendly rubric. The teachers also agreed and felt that the new observation tool would allow them to become even better than they already are!

Our staff discussed how the formal observations would work in our building and we also went over the observation cycle calendar so we would all be on the same page with the same expectations throughout the year.

The BERC group came last May to gather end of year data in every building. They observed every single teacher and recorded data. Each administrator was given a report for their building showing our strengths as well as areas where we can grow and improve to increase student achievement at all levels and in every content area.

This is always a beneficial resource and our staff looks forward to analyzing our data in great detail. This is the third of collecting this data so we have scores to compare. I appreciate the outside feedback.

Intermediate Goal #2:

By May 2018, Sublimity School will increase the career and college going culture of our school by implementing the expectations and environmental look-fors measured 3 times during the 2017-18 school year using the NSSD Culture Checklist.

District/Board Goal Support:

District Goal: #1

Board Goal: #1

Outstanding School Characteristic: #2, #3, #4, #5, #6

It was stated by the survey results that our staff has agreed upon processes and that we work well together to accomplish common goals and have a clear vision. I feel that the culture and climate in a building is crucial to its success so I want to be sure to continue making sure that all staff members feel valued and appreciated and that they belong. I want every staff member to know that they are equally important to the success of our school!

Our staff agreed 100% that ALL students can and will learn and improve academically. We have posted both high school graduation as well as college entrance requirements in our middle school

hallways to be displayed and readily accessible for all to view. Our 8th grade teachers have had conversations with our students going over these expectations so all students are aware and can start making plans for their future.

We have college and university pennants displayed on numerous bulletin boards in both of our buildings in hallways and in individual classrooms. Some classes have also researched and designed their own college pennants. These are also on display for all to see.

We are planning for our middle school students to participate in different college and universities visits in the spring. We are also planning to have guest speakers from different trades come in to discuss their occupations with our students.

Long Term Goal:

By June 2017, ML, SES, SIS/SMS, SUB will be considered Outstanding Schools that create future citizens, parents and an educated workforce that contribute to the community by preparing students academically and socially for success at the high school level based on DuFour's eight characteristics of an outstanding school:

- ***Safe and Orderly Environment***
- ***Climate of High Expectations for Student Achievement in a College-Going Environment***
- ***Dynamic Instructional Leadership***
- ***Collaborative work behavior with a focus on specific products***
- ***Clear and Focused Mission***
- ***Opportunity for All to Learn***
- ***Frequent monitoring of student progress***
- ***Strong Community-Home School Relationships***

District/Board Goal Support:

District Goal: #1, #2

Board Goal: #1, #4

Outstanding School Characteristic: All

Teachers will begin meeting with me for their mid -year evaluations and we will be discussing the progress they have made with their student learning goals. They each review with me their scope and sequence and what instructional strategies they plan to implement through the end of the school year to improve student achievement as much as possible.

At these mid-year meetings we will also discuss their professional goals. Many of our teachers have chosen to work on an essential element from the BERC rubric used in formal observations. I am pleased with the effort teachers have put forth to improve their teaching habits. I have a very motivated and dedicated staff.

Our school has extremely high expectations both academically and behaviorally. We believe that ALL students have the ability to learn as shown in our survey results. Our school monitors all students on a consistent basis.

We all strive to increase students' self-esteem through positive relationships. We value our parents and community members and work hard to include them in our school as much as we possibly can. The continued support from such a caring town makes Sublimity School a very positive place to learn!

Stayton Elementary
Principal: Wendy Moore

Enrollment: 403 - K-97, 1st-100, 2nd-96, 3rd-110

Attendance: 92.76%

SES Vision: A collaborative school that strives for excellence by providing a positive and nurturing environment that allows our diverse student population to develop self worth and reach their highest potential.

SES Mission: Providing opportunities for personal growth through shared learning experiences and meaningful interactions for our diverse student population.

6 Guiding Principles: Excellence, Pawsitive, Self Worth, Diverse, Nurturing and Collaboration

Upcoming activities:

January

4th PTC Meeting @ 6:30
5th Awards Assembly @ 9:15
11th Chuck E Cheese Fieldtrip for Fundraising Winners
18th Principal's Lunch
19th 3B Store
24th 1st Field Trip – Pete the Cat play in Portland
25th Family Movie Night @ 6:30 pm Despicable Me 3

February

1st PTC Meeting @ 6:30
2nd Awards Assembly @ 9:15
6th Ready for Kinder class @ 5:30
15th Principal's Lunch
SES Spotlight at Board Meeting @ 6pm
16th PBS Store
23rd Family Movie Night @ 6:30

Immediate Goal: SBAC

ELA Assessments based on cohort performance from the 2016-17 school year.

Progress Monitoring Plan:

- SBAC Scores in spring - 3rd grade only
- District Interim assessment - 3 times per year - We are in the process of 2nd assessment. First one was given in the fall.
- Go Math End of Unit Assessment - These are continuous throughout the year.
- BAS
 - 3 times per year 1st and 2nd - 2nd round is in process. This will be done by the end of the month.
 - 2 times per year K & 3rd - Kinder is in process of 1st round. 3rd is in the process of 2nd round.
 - 3rd grade is has an optional 3rd time
 - Results after fall assessment - Winter assessment is in progress
 - 1st Grade
 - 14% of students above grade level
 - 34% of students at grade level
 - 30% of students just below (yellow zone) grade level
 - 22% of students significantly below (red zone) grade level
 - 2nd Grade
 - 5% of students above grade level
 - 43% of students at grade level
 - 14% of students just below (yellow zone) grade level
 - 38% of students significantly below (red zone) grade level
 - 3rd Grade
 - 12% of students above grade level
 - 44% of students at grade level
 - 23% of students just below (yellow zone) grade level
 - 21% of students significantly below (red zone) grade level
- Progress Monitoring throughout the year for ELA
 - DRA progress monitoring - This is continuously done throughout the year.
 - LLI progress monitoring - This is done continuously throughout the year by our strategic reading program.
- All teachers will continually analyze data to drive instructional changes to meet trend individualized student needs
 - Data is analyzed in weekly PLC meetings - This is continuously done throughout the year.
 - Intervention and Enrichment groups are formed using this data - This is continuously done throughout the year.

Intermediate Goal #1: BERC & STAR

By June 2018, Stayton Elementary teachers will increase powerful teaching and learning as a result of increased use of thinking and application indicators using the STAR rubric from BERC. Scores will average a level 3 or more on formal observations.

Thinking Indicators	% at level 3 or 4 Fall 2015	% at level 3 or 4 Spring 2016	% at level 3 or 4 Spring 2017	% at level 3 or 4 Spring 2018 - Goal
Teacher uses a variety of questioning strategies to develop critical thinking	16%	59%	70%	75%
Students develop and/or demonstrate effective thinking processes.	21%	55%	65%	75%
Application Indicators	% at level 3 or 4 Fall 2015	% at level 3 or 4 Spring 2016	% at level 3 or 4 Spring 2017	% at level 3 or 4 Spring 2018 - Goal
Teacher assures that the purpose of the lesson is clear and relevant to all students.	26%	86%	45%	75%
Students demonstrate a meaningful personal connection to the lesson.	5%	59%	45%	65%

Progress Monitoring Plan:

- Formal data collection from the BERC group - This will be done in May
- 2 to 3 formal observations using the STAR rubric - 1st round was complete in October. 2nd round will begin in February
- Teachers scoring a level 3 or higher
 - Minimum one observation per month
 - Minimum one reflective session with principal
- Teachers scoring below a level 3
 - Observed 1 time per month
 - Reflective session with principal
 - Follow up observation
 - Additional reflective session with principal
- Data
 - 96 observations completed from September thru December
 - In September
 - 9 teachers were either new or scoring some 1's and 2's
 - 12 teachers scoring 3's and 4's

- In January
 - 5 teachers who are scoring some 1's and 2's
 - 16 teachers scoring 3's and 4's

School Goal – Intermediate 2 - Data Cycle

By June 2018, SES teachers will re-establish the fidelity of data analysis cycles in their PLCs. This will be measured through the monitoring of data analysis cycles. Data analysis reports will be provided to principal by PLC teams no less than seven times during the 2017-18 school year.

Progress Monitoring Plan:

- Time at staff meetings will be devoted monthly - We have and will continue to do a lot of professional development training around effective PLCs.
 - Training around effective PLCs and the use of data
 - Use experts in the building who went through the initial PLC training
 - DuFour videos
- PLC teams will engage in data cycles to routinely examine “like” data - We are in the process of refining what these data cycles look like. PLCs have gathered data, analyzed and reflected on data. We are still training on how to have conversations around data and sharing effective teaching strategies. We have been working in leadership to define how this data will be reported. We are also doing some work around goal setting.
- After engaging in data analysis, PLC teams will brainstorm and discuss:
 - Analyzing each possible or suggested strategy in terms of impact on student learning.
 - Consider what other powerful teaching strategies teachers are implementing to cause a high degree of success.
 - Replicate effective practices
 - This will be reported in PLC notes
 - PLC leads will report on the progress of data cycle during monthly leadership meetings.

School Goal – Long Term - Outstanding Schools

By June 2018, all schools in the NSSD will be considered Outstanding Schools that create future citizens, parents and an educated workforce that contribute to the community by preparing students academically and socially for success at the high school level based on DuFour’s 8 characteristics of an outstanding school:

- Safe and Orderly Environment
- Climate of High Expectations for Student Achievement in a College-Going Environment
- Dynamic Instructional Leadership
- Collaborative work behavior with a focus on specific products
- Clear and Focused Mission
- Opportunity for to Learn for All
- Frequent monitoring of student progress
- Strong Community-Home School Relationships

Action Plan:

- Safe and Orderly Environment
 - Positive Behavior Intervention System (PBIS) - SWIS Data - Proactive Supervision
- Climate of High Expectations for Student Achievement
 - Professional Learning Community (PLC) - Skills, Thinking, Application and

Relationships (STAR) Power Strategies & Framework

- Dynamic Instructional Leadership
 - Building Leadership - District PLC Leadership - Blue Time
- Clear and Focused Mission
 - Board Goals - District Goals - SES Goals - SES Vision & Mission Statements
- Collaborative work behavior with a focus on specific products
 - District and building PLCs - Baker Evaluation Research Consulting (BERC) Group - STAR Framework
- Opportunity for ALL to Learn
 - Student Intervention Team (SIT) - Response to Intervention (RTI) - PBIS - Learning Resource Center (LRC) - PLC - Structured Learning Program (SLP) - Life Skills (LS) - English Language Development (ELD) - Speech
- Frequent Monitoring of Student Progress
 - Benchmark Assessment System (BAS) Progress Monitoring - Pre/Post Assessments - Conferencing/Goal Setting - Data Team
- Strong Community - Home - School Relationships
 - Parent Teacher Committee (PTC) - Site Council - Good News Club - After School Program - Family Literacy Night - Nightly Reading Compact - Board Member Adoption - Kiwanis 3rd grade swimming - A & W Cheetah of the month - Tracy Herrold Fund Tracy's Tender Touch

“Fostering an environment that puts the needs of students first”

Facilities

Director: Mike Miller Assistant: Dave Parsons

2017-2018 Goal Review:

Immediate goal:

Develop and implement a recurring program of custodial Training and Education utilizing resources available through our cleaning products Vendor and other resources.
Every quarter, custodial will undergo a training and education workshop.

Update: All Custodians were signed up for custodial training through our Cleaning product Vendor this fall. The Custodians were able to incorporate this training as part of their goal setting process for the year.

We had a group first quarter training session to get used to the training format and completed a training session.

Custodians will join in having training session again in January for Classified In-service day.

Intermediate Goal #1, Part 1 & 2:

1. Complete Facilities assessment grant: State Grant awarded to our district for the purpose of developing and evaluating the current needs of our Facilities.
2. Complete Long Range Facilities Plan grant: State Grant awarded to our district for the purpose of developing and evaluating the current needs of our Facilities.

Update: Both Grants were bid through the RFP process in November 2017. We received only two bidders for the projects out the many state certified contractors for this work. We determined that with so many of these grants were awarded throughout the state, many of the contractors were unable to give us a bid because of their large workloads.

We will consult with our Architect on the wording of the RFP and re-bid in Late January or February.

Intermediate Goal #2:

Manage and coordinate Seismic Grant work and Sublimity Middle School and Stayton High School / Industrial and music buildings.

Update: Bids for the seismic work are due on January 11, 2018. After review of the bids, we will select one contractor to do both projects. Planning and pre-construction meetings will take place prior to construction.

Long Term Goal:

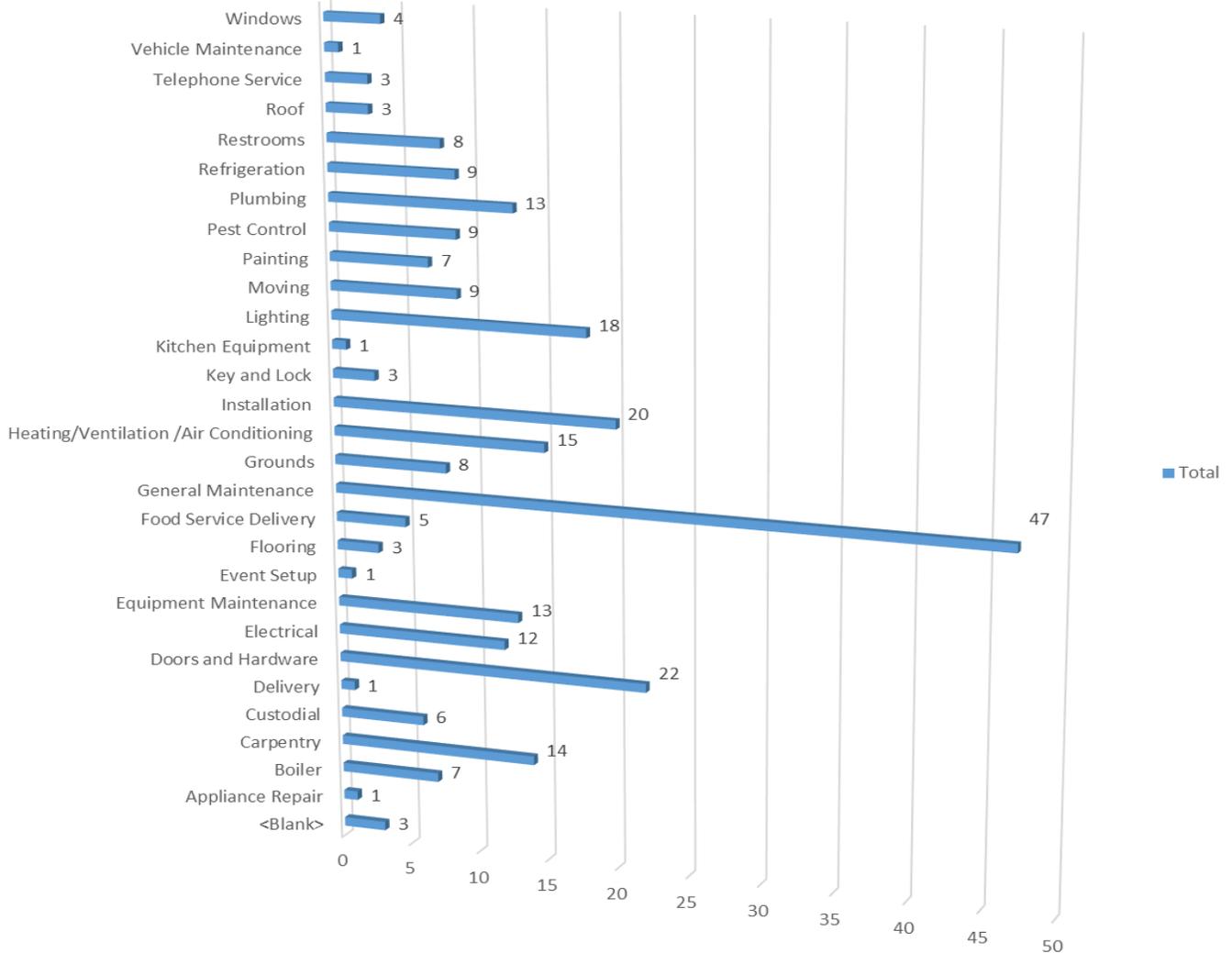
In partnership with the Business Services Department, support the budget planning process by identifying both short term Facilities Capitol projects, funded by reserves, and Identify large non General fund Long Range Projects that would be funded by construction bond.

A Capital Project facilities reserve will be used on a year to year basis, completing projects as identified through the budget process.

Completed: Painting the cafeteria at Stayton High School

In Planning: Lawn sprinklers for SHS front Lawn.
Concrete replacement for SMS entryway
Ornamental landscaping for SHS water retention ponds

NSSD Maintenance work orders processed
1st and 2nd quarter



Business Office
Director: Jane Nofziger

- **Cash Flow Report:**

- Revenue

The revenue projected in the report is based upon the budgeted ADM. We have not received any changes to our revenue from the Oregon Department of Education. In December all districts are provided with the opportunity to make adjustments to their projected tax revenue, forest revenue, and average daily membership numbers. The basic school support distribution will be revised by ODE, if necessary, after that data

collection has been processed. We usually see feedback by March. At that time, ODE will reduce our basic school support funding down based upon the adjusted student count. I will review our actual ADM weighted against the budgeted ADM weighted at the January Board meeting.

o Expenditures

The expenditures at this time are based upon projection. Until I have completed the cash to accrual accounting method conversion, I am not able to revise the expenditures to actuals. It is my hope to have an expenditure report based upon actuals for you at the January Board meeting.

- **Seismic Grant:** We have issued the RFP to hire a construction contractor for both the Sublimity Middle School and Stayton High School Industrial Arts Building projects. Jim Fitzpatrick, the architect who supported us throughout the bond projects, is our architect and our project manager. Jim held a mandatory pre-bid meeting which was well attended by 5 general contractors. We are hopeful we receive good bids that are within our budget. It is our intent to bring the award recommendation to you at the January Board meeting.
- **ADM:** Our ADMw for the first quarter was under my budgeted projection by 70 students. This is the most students that I have been off in my projections, during my seven years here. We have the safety net to be funded at last year's actuals, which is 34 students under the projected ADMw number. This causes a reduction to funding of approximately \$270,000.
- **AUDIT:** If you take away the accounting system conversion factor, the audit for 2016-17 went very well. We will receive a comment for the food service free and reduced application error ratio. We have implemented a new practice to support Toni in this work. We are confident that we will pass future audits for free and reduced applications without a high number of errors. The audit for ASB accounts went very well. As I write this, the audit is still not complete, nor is the cash to accrual conversion. It is my hope to have that complete prior to the January Board meeting.

Business Services Review of Goals:

- **IMMEDIATE GOAL: Support the Superintendent to adopt a budget for 2018-19 year that is balanced and supports Board and Superintendent Goals:** The main focus of the goal this year is on the following:
 - Sustainability of programs and staff
 - Closely monitor expenditures to maintain or improve upon the ending fund balance.
 - Reserves for curriculum adoption
 - Meeting PERS Requirements
 - Closely monitor ADMw levels in comparison to budgeted projections
 - Meet increasing special education program needs

The budget balancing process for the 2018-19 fiscal year will be challenging again, but not nearly as challenging as previous years. I am anxious to begin the process of putting projected revenue and expenditure pieces together to learn what our beginning point will be. Being the second year of the biennium assists with having some knowledge of projected state resources.

However, the upcoming election for the hospital tax measure adds some uncertainties and could have an impact upon school funding.

On a District level, we are closely monitoring all of the components of our ADMw. Our special education numbers continue to increase. We are currently at 348 students having an IEP. This is approximately 16% of our ADMr. Remember that the state funding for special education students' caps at 11%. Our ESL numbers have been consistently around 100 students for the third year in a row. I am anticipating our poverty numbers to drop slightly again. Our number of teen parents, who qualify for funding, are very small at 2 or 3 students. All of that being said, we will most likely fall back on the safety net of being funded with last year's ADMw number.

■ **INTERMEDIATE GOAL #1 Review Banking Services Through An RFP Process:**

- I have crafted the banking services RFP. Reviewing the services, we receive, and don't receive, has been a very good activity. I am now of the believe that banking services RFP's should be done more frequently than 10 years. I am anxious to see how we can maybe earn a little more in interest, and possibly reduce some of our fees. More importantly, I think through the RFP process, we will improve upon the banking services we are receiving. If the RFP process is successful, we will award a three-year contract to the winning proposer in April. If we change banks, it is my goal to have the new bank fully implemented and all account changes in place by July 1, 2018.

■ **INTERMEDIATE GOAL #2: Develop a Plan and Supporting Documentation For Reserves**

I believe that having all of the reserves we have required is essential to the financial health of our District. Besides the beginning fund balance, we have the following reserve funds:

PERS Reserve
Capital Project Reserve for Facilities
Excise Tax Reserve
Textbook Adoption Reserve
Board Rainy Day Reserve
Unemployment Reserve

I hope to have a draft of the report for you at the March Board Meeting. The information will assist us in the budget building process.

■ **LONG RANGE GOAL: To Develop a Long Range Financial Plan Based Upon Expenditures**

- Collect the components of expenditures projections:
 - Projected salary expenditures
 - PERS
 - HEALTH CARE
 - Transportation Cost Increases
 - Technology Plan
 - Curriculum Needs
 - Teacher Training Needs
 - Increased special education costs

It is⁴² my hope to have this projection put together by May.

**Safety, Security & Health
Director: Gary Rychard**

Activities

General Comments- We again this year, have an increased number of high needs medical students that has been keeping our nurses very busy. I've been working hard with the building admin on attendance. It appears the start-up has been very good as it relates to attendance and discipline issues.

IMMEDIATE GOAL: To work closely with each building principal on improving student attendance.

Status: On-Going

INTERMEDIATE GOAL # 1: To work on Staff training as it relates to student medical requirements. Recent law changes will change how we deliver training. I will also be hiring a new First-Aid Instructor for the district.

Status: On-Going

Intermediate Goal # 2: To work with the Superintendent and SHS Admin on improving the overall graduation rate for the NSSD. This will be done by working with staff, parents and students to show an improvement.

Status: On-Going

LONG-RANGE GOAL: To start the radon testing for all building in the NSSD. This project must be completed by January, 2021.

Status: On-Going

ADDITIONAL COMMENTS

The NSSD Nursing Dept. co-hosted with the Oregon Lions Club and the local Lions Club to conduct our annual vision screening K-8. With the new technology that the Lions Club brings to us we checked 1483 over a two day period. With the old hands on system that would have taken over 2 weeks. Lions club volunteers, our nurses and staff worked hard again this year. With the new legislative process that has approved funds. There again is no cost to the NSSD or even the local Lions Club.

Food Services
Director: Toni Silbernagel

Immediate Goal:

➤ **IMPROVE COMMUNICATIONS/CUSTOMER SERVICE**

- The high school cafeteria was repainted over the holiday break. The atmosphere looks fresh and clean. We are hoping the students will enjoy the new look.
- I have been calling families that have charges and dealing with the guardian/parent directly. Students are not being asked about charges or owing money any longer
- The SPUD BUS CHALLENGE on Facebook provided 1430.00 in funding for students in need. I went into all student's accounts who were on Free or Reduced meals and added the negative amounts they may have accumulated prior to approval to their accounts. This stopped the phone calls and emails from going to households that are in need. This positively affected 168 students and counting.

Intermediate Goal #1

➤ **BUILDING A POSITIVE FOOD SERVICE CLIMATE**

- We are moving in a positive direction in food service. The teamwork and sharing has been awesome this year.
- The team at SMS did the annual Beanie Baby give away. The students loved it and it continues to be a wonderful event.
- We will be attending a food show together on in-service day. We will be working together to find what items we think the students will enjoy.

Intermediate Goal #2

➤ **PREPARE FOR A SUCCESSFUL DEPT OF ED REVIEW**

- We were audited for the after school supper program by Dept. of Education on 1/09/18. I am very pleased to say it went well.

Long Term Goal:

➤ **MAINTAIN A SUSTAINABLE FOOD SERVICE**

- The most challenging area we have right now is student charges. We have to find a way to match the new regulations and balancing our budget. This is an area that food services in the State of Oregon.

Thank you!

Human Resources
Director: Teri Butler

ACTIVITIES/GENERAL COMMENTS:

We are beginning to gear up for the major hiring season (yes, it gets earlier and earlier every year). We have signed up for the WESD Ed Fair for March 10, 2018, the WOU Ed Fair on April 2, 2018 and the OPEF (Oregon Professional Educator Fair) in Portland on April 3, 2018. already. We have begun discussion with Debbie Johnston and Tonia Whisman about creating a new “branding” video for this year’s fairs.

True North Logic has half a year down that included the full year with Classified Employees that now includes goals and self-reflections as well as the move to the BERCC rubric for our Licensed evaluation system. There have been great strides in our district to develop common language and understanding of effective instruction and engaged student learning and we want to build on that, as well as have an evaluation tool that supports that culture.

HR has sought out comparison data to be used for the upcoming Licensed negotiations this Spring. Our team will begin the review and work to prepare to begin negotiating with the union.

We are in the midst of ODE State Reporting which is always time consuming and brings clarity of how systems are limited in providing us the correct and necessary data in a format that is uploadable to the state, as well as how schools still do not fully comprehend how their scheduling of staff impacts so many things, including state reporting but we continue to improve every year.

We are also preparing the report for renewal and non-renewals for the Board coming up soon.

You have also now heard that I am retiring and will work through June 30, 2018. We will be posting the position sometime the week of January 16, 2018. Tonia will be providing you a copy of my retirement letter.

2017-18 GOALS

IMMEDIATE GOAL

During the early fall of 2017, HR will complete all workflows and documents and train and implement a new Investigation Protocol system for all administrators, directors, supervisors and HR staff on Google and will have 90% usage by administrators and supervisors for any investigation.

We have been working with Steve Burkleo of the Tech Dept to ensure that the forms I created and the workflow process we have will work within Google. It is now being sent for a test run to a principal. Once we have it tested, we should roll it out sometime this month. (January 2018)

INTERMEDIATE GOAL#1

During the 2017-18 school year, the Licensed Teacher Evaluation will be amended to include BERCC as part of the summative evaluation. Confidential and Supervisory rubrics will be

reviewed and entered in the TNL system to be used for the first time during the week of August 28, 2017 and for the remainder of the 2018-19 school year.

Completed

INTERMEDIATE GOAL #2

Revise and update all handbooks and guides involving HR processes or areas of responsibility, such as Hiring, Staff Handbook, Substitute Handbook, Tuition Reimbursement, Worker Compensation, etc. The addition this year will be to review our hiring practices and ensure consistency and ease of use, as well as looking at the Equity Lens of who we are hiring to represent our communities in our schools.

These systems/information will be available on the website for all employees to access and will have dates assigned to them so that they stay current.

Still working on not only the documents but also how we share them with staff, including the Intranet. We have a Draft Family and Medical Leave Handbook and a Staff Handbook almost ready to push out. We have a new Staff Hiring/Status Change Form about ready to push out which will make the process almost paperless and still having struggles with the Tuition Reimbursement process to make that full paperless.

We are excited about these new paperless processes and it will make it easier for staff to process, as well as HR and have an electronic tracking.

LONG RANGE GOAL

The HR department has begun the work to evaluate, reorganize all files, complaints, grievances, trainings, and current personnel files of those that have been archived. This review and reorganization is determining not only where and how we store these documents but also helping us develop a system for shredding documents as they no longer become required to retain. We have updated our Record Retention lists as per OAR 166-400...

We are also investigating how we can move to a more paperless system particularly personnel files, complaints and grievances. HR previously has written a goal about becoming paperless and we have for many of our systems, but personnel files, grievances and complaints are still very much paper-driven. This work and systematic changes will occur over the next few years.

We will also continue working with Jodi Hack to seek out grant funds to assist us in developing and implementing a paperless system.

At this point, we have made some changes, but we continue to seek out systems that would allow us to move to paperless without costing a lot of money. This system would not only support HR but also other departments at the DO. With all of the things happening with Jodi Hack, we have at this time been unable to meet with her, but still plan to do so for her input and ideas.



**Board of Directors Regular Session
Board Chair, Garrett Trott
Board Vice-Chair, Mike Wagner**

Minutes-DRAFT

Thursday, December 14, 2017

The North Santiam School District Board of Directors met in Regular Session on December 14, 2017 at 7:00 pm at the District Office located at 1155 N 3rd St, Stayton. Access to the agenda, agenda explanation, and board packet can be located on the District website at www.nisantiam.k12.or.us > School Board

1. CALL REGULAR SESSION TO ORDER, ROLL CALL, PLEDGE

The Board Chair called the meeting to order at 7:00 pm. He then acknowledged that board members Mike Wagner, Tass Morrison, Evan Smith and Alisha Oliver were present and Tod Nau was absent with notice. He further indicated that Bradley Phelps and Laura Wipper would arrive late due to a prior engagement at a Stayton HS event.

2. ADDED/DELETED AGENDA ITEMS

The Board Chair acknowledged the following changes to the board packet after the posting on December 8, 2017 (noted below):

Additional Attachments-

- 6.2- 2017.18 Financial Report
- 6.3-CE Committee Meeting Minutes
- 7.2 - Licensed Report
- 9.3 -Field Trip Report

**2. APPROVAL OF THE AGENDA
MOTION- AGENDA APPROVAL**

Motion that the Board approves the agenda as modified.

Motion Made By: Tass Morrison

Vote: 5-0

4. PUBLIC COMMENT

Tyler Swain was present to ask the Board to review the District's current transportation plan for NSSD students who become homeless while enrolled and must move to another school district for housing. The McKinney-Vento Homeless Assistance Act requires the district a student was residing in during the time they became homeless to offer transportation from their temporary housing to school. Mr. Swain feels the length of time these students are on the bus for this transport is unacceptable. He would like the District to consider providing a specific bus for students being transported outside the District instead of adding those

stops on to the end of existing bus routes. Superintendent Gardner acknowledged his comments and indicated the matter would be looked into further.

5. **STUDENT BUSINESS**

5. 1. **Request for establishment of STEM (Science, Technology, Engineering, Math) Club at SMS: Nikita Noelcke**

Nikita requested to establish the club for 6th graders and possibly 7th graders, depending on the number of students who are interested. It would be a one-hour club after school once or twice a week to learn about computer coding, electrical engineering and building.

MOTION-REQUEST FOR CLUB

Motion that the Board approves the request to establish a STEM Club at Stayton Middle Sch.

Motion Made By: Tass Morrison

Vote: 5-0

5. 2. **ASB Report: Bradley Phelps**

Stayton High ASB President, Bradley Phelps, reported on the activities of the student council.

He reported that the canned food drive ended that day (12/14). He anticipated they reached their goal of 8,000 pounds. The total number of pounds collected will be announced at an assembly the following day.

6. **COMMUNICATION**

6. 1. **Superintendent's Report: Andy Gardner**

Andy gave the Board an oral report on the District and legislative issues relating to education.

He reported that representatives from The Willamette Promise program testified in front of the Higher Ed. Coordinating Commission regarding OSU's decision to reject credits for the Writing 121 Willamette Promise course offered in high schools. He will report back to the Board in approximately six weeks once a decision is rendered.

6. 2. **Financial Report: Jane Nofziger**

The financial report was included for the Board's review. Jane reported the auditors are still working through the audit. She hopes to have financials in January that are based on the cash to accrual conversion. She also plans to review the second period ADM (Average Daily Membership) report. This report is important because it is what ODE (Oregon Dept of Education) uses to adjust our '17-'18 ADM and projected revenue for '18-'19. In last year's budget projection, Jane estimated an ADM population of 2280 but second ADM numbers are coming in closing to 2250, which is resulting in a projected adjustment of -\$280,000. In January, she will have firm numbers to report, as the ADM report is due at the end of December.

6. 3. **Community Engagement Comm. Report: Tass Morrison**

Tass reviewed the attached meeting minutes from the December 7, 2017 CE Committee meeting. She noted the recommendation for the OSBA Scholarship money that appears later in the agenda. She also acknowledged the parents and staff who organized the event at SHS to celebrate start of the basketball season.

Andy also spoke about the parent survey that is currently being developed. There will be further progress on it during the Leadership Team meeting on January 3, 018. He also noted the 376,000 CTE Revitalization Grant from the State of Oregon that the high school received for a healthcare pathway program. The grant is more than a one-time allotment of funding. By having an approved Pathway, state funding comes back into the program every time a student earns 3 credits allowing the program to

continue. He acknowledged Alan Kirby's efforts in obtaining the grant. There will be a story published soon in the Stayton Mail.

7. **CONSENT AGENDA ITEMS**

7. 1. **Approval of Minutes: Tonia Whisman**

The minutes from the previous month's board meeting were included in the Board packet for review and approval.

7. 2. **Licensed Report: Teri Butler**

New Hires

Emilee Bottoms - SMS Language Arts (1.0 FTE temp, change to .5 FTE)

Resignations

Lisa Glavey - SMS Language Arts

Helen Escalada - Sublimity Special Ed

Status Change

Shannon Sheppard - SMS Language Arts, change from .5 to 1.0 FTE

7. 3. **Revised Board Policy Section C: Tonia Whisman**

This revised policy section was presented to the Board for final approval.

7. 4. **Action on Consent Agenda:**

MOTION- APPROVAL OF CONSENT AGENDA

Motion that the Board approves and accepts items listed in the Consent Agenda which are item 7.1- minutes from the November 16, 2017 Regular Session; 7.2 -new hire Emilee Bottoms; and 7.3- Board Policy Section C.

Motion Made By: Tass Morrison

Vote: 5-0

8. **NEW BUSINESS**

8. 1. **OSBA Scholarship Funds: Tass Morrison**

Community Engagement Committee Chair, Tass Morrison, presented the committee's recommendation for the disbursement of scholarship funds to the Board. They would like the funds to be designated for those SHS students who plan to pursue a career in the Trade Industry would like the CTE Specialist at the high school to oversee the distribution of the funds. This would include the application process and the efforts needed to communicate this opportunity to students and their parents. They also reiterated their desire to collaborate with the Stayton/Sublimity Chamber of Commerce and local trade businesses

The NSSD Board agreed with the recommendation and expressed continued interest in finding matching funds to keep the scholarship going for years to come. They would like regular reports from the CTE Specialist regarding the progress of the application process.

MOTION-SCHOLARSHIP FUND DESIGNATION

Motion that the Board accepts the CE Committee's recommendation that the OSBA Scholarship Funds be designated for vocational scholarships at Stayton High School, which should include a concerted effort to obtain matching funds to allow the scholarship to continue past the initial \$5,000 amount.

Motion Made By: Mike Wagner

Vote: 5-0

***Laura Wipper arrived at 8:00 pm**

8. 2. **City Council Presentations: Garrett Trott**

The meeting schedules for the Stayton, Sublimity and Lyons City Council meetings were included. The Board discussed their availability and agreed upon the following schedule for the February meetings:

Stayton - 1st Monday (2/5) @ 7:00 pm - Garrett, Brad, Evan, Laura

Sublimity - 2nd Monday (2/12) @ 7:00 pm - Tass, Garrett, Brad

Lyons - 4th Tuesday (2/27) @ 6:30 pm - Alisha, Mike

Tonia will contact all the council secretaries to inquire if the Board presentations can be added to their meeting agendas or if they should simply present during the public comment portions of their meetings. The Community Engagement Committee will help prepare the presentations/statements during their January 4th meeting.

9. **INFORMATION ONLY**

9. 1. **Gifts & Donations:**

The Board acknowledged the following gifts/donations:

- Kim Koehnke donated clothing items with an approximate value of \$432
- *Schoolhouse Supplies* donated misc. school supplies.
- Julio R Gallo Foundation donated \$7,000 to SMS and \$2,000 to SHS in the names of Jennifer Edmonds and Jonathan Ehmgig to be used for student programs.

9. 2. **Student Enrollment:**

Approximate enrollment totals were included in the Board packet.

9. 3. **Field Trip Report:**

The December Field trip report were included in the Board packet.

9. 4. **Upcoming Board Events & Activities:**

Community wide events, high school athletics, and district-wide information were included in the Board packet.

9.5. **Future Agenda Items:**

A list of possible future agenda items was included in the Board packet.

10. **BOARD ANNOUNCEMENTS**

The Board discussed possible dates for a workshop with OSBA on the subject of Distributed Leadership. Tonia will check with OSBA to see if either April 14 or 21 will work.

The Board requested to discuss the field trips at the next board meeting. They are interested in the process used to determine what trips are taken and by which classes. They would also like more detail in the board reports (more info about educational objectives).

11. **ADJOURN**

The Board Chair adjourned the meeting at 8:20 pm.

EQUAL OPPORTUNITY EMPLOYER

Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of an individual's perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, or of any other persons with whom the individual associates is able to perform the essential functions of the position, with or without reasonable accommodation. This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations, please contact Tonia Whisman at the North Santiam School District Office at 503-769-4928.

NSSD Field Trips Taken or Scheduled Since 09/06/17

Overnight Stays are highlighted in RED

Trips that have been scheduled since the last report are highlighted in yellow

Trip ID	Trip Name	Departure Date/Time	Departing Location	Return Date/Time	# of Students	# of Adults	Trip Destination	Educational Objectives	Organization
699	Hungry Caterpillar	4/27/2018 8:00:00 AM	Stayton Elementary School	4/27/2018 2:00:00 PM	50	16	Oregon Children's Theatre	Ties with our STEM project re: cultivating life butterflies and releasing them- makes a science and literacy connection- famous author study- live theatre appreciation and manners	Curriculum Trip
706	State FFA convention	3/23/2018 12:30:00 PM	Stayton High School	3/26/2018 4:00:00 PM	14	3	Deschutes County Fairgrounds 3800 SE Airport Way Redmond, OR 97756	Students will evaluate proficiency, participate in Convention sessions, elect State officers, attend workshops and	Stayton High FFA
	Overnight Stay								
697	Red Riding Hood	3/8/2018 8:00:00 AM	Stayton Elementary School	3/8/2018 2:00:00 PM	100	32	Linn Benton CC	experience live performance (social skills related to audience participation) Red Riding Hood is a fairy tale we use for comparison and re-telling, as well as	Curriculum Trip
705	FFA District Convention	2/22/2018 8:00:00 AM	Stayton High School	2/22/2018 2:00:00 PM	14	1	St Paul Church 1410 Pine St. Silverton Oregon 97381	Students will help evaluate Proficiency applications and district books, elect District officers, participate in workshops	Stayton High FFA
709	OWC Drama Showcase	2/21/2018 6:30:00 AM	Stayton High School	2/21/2018 4:00:00 PM	30	2	Newport High School	Perform Drama Selected drama pieces	Stayton High Drama
688	Stayton Swimming Pool	2/20/2018 12:45:00 PM	Sublimity School	2/22/2018 2:15:00 PM	35	5	400 W. Virginia St., Stayton OR 97383	Annual Rotary Swimming Lessons	Curriculum Trip
687	Stayton Swimming Pool	2/12/2018 12:30:00 PM	Sublimity School	2/15/2018 2:15:00 PM	35	5	Stayton Family Memorial Pool	Annual Rotary Swim Lessons	Curriculum Trip
708	Regional Acting Competition	2/3/2018 6:30:00 AM	Stayton High School	2/3/2018 7:30:00 PM	7	2	South Eugene High School	Compete in acting competition	Stayton High Drama
707	Swimming Lessons for 3rd Grade	1/29/2018 12:30:00 PM	Mari Linn School	1/29/2018 2:00:00 PM	20	2	Stayton Family Memorial Pool	Free Swim Lessons for ML 3rd graders begins Monday, Jan 29th. Lesson is 1:00-1:30 PM. Lessons are for Jan 29, 30, 31	Curriculum Trip
701	Pete the Cat - First Grade	1/24/2018 9:00:00 AM	Stayton Elementary School	1/24/2018 2:15:00 PM	100	24	Oregon Children's Theatre, Portland		Curriculum Trip

Late Entry (not entered into Trip Direct as of 1.12.18)

52

OSAA Cheer State Competition Stayton High School Depart: 2/9 Return: 2/10 # of students: 15 # of adults: 2 Location: Portland, OR
Overnight Stay at The Crowne Plaza

702	Construction	1/18/2018 8:30:00 AM	Stayton High School	1/18/2018 12:00:00 PM	10	0 Salem Cabinet 2900 Pringle Rd. Salem, Oregon 97302	Tour cabinet building company	Stayton High Construction Class
700	Linn Benton Community College competition	1/18/2018 7:30:00 AM	Stayton High School	1/18/2018 3:00:00 PM	15	1 Linn benton Community college 6500 Pacific Blvd SW, Albany, OR 97321	Linn Benton Commity College welding/ machining competiton, college visit	Skills USA
703	Professional Land Surveyor's of Oregon Conference	1/18/2018 7:00:00 AM	Stayton High School	1/18/2018 3:00:00 PM	16	1 SALEM CONFERENCE CENTER 200 COMMERCIAL ST SE, SALEM, OREGON	Learn about Professional Land Surveying as a CTE profession. Speak with land surveyors about their jobs. View equipment demonstrations.	Curriculum Trip
704	Chuck E Cheese reward	1/11/2018 10:00:00 AM	Stayton Elementary School	1/11/2018 12:15:00 PM	17	2 Stayton Elementary School	Reward trip for fundraising activities	Reward Trip
695	2nd Grade Caroling	12/14/2017 12:00:00 PM	Stayton Elementary School	12/14/2017 1:15:00 PM	86	0 2201 N 3rd Ave. Stayton, OR 97383	To bring Holiday cheer to the local Assisted Living home in the community by singing holiday carols to residents. Learning opportunities include: performing, cultural traditions, and having students interact with a population demographic they may not have much experience	Curriculum Trip
694	Project Unify	12/13/2017 9:30:00 AM	Stayton High School	12/13/2017 1:30:00 PM	13	4 Get Air 3910 Rickey St SE Salem, OR 97317		Stayton High Project Unify/MATCR
698	skills usa bowling trip	12/10/2017 3:30:00 PM	Stayton High School	12/10/2017 8:30:00 PM	18	0 silver creek lanes 1080 N first St Silverton, Or 97381		Skills USA
696	Movie	12/7/2017 11:00:00 AM	Stayton High School	12/7/2017 2:30:00 PM	15	5 Star Cinema 350 N 3rd Ave, Stayton, OR 97383	Social Manners	Stayton High Project Unify/MATCR
682	Christmas Storybook Land	12/7/2017 8:30:00 AM	Stayton Elementary School	12/7/2017 11:30:00 AM	90	24 Albany Fairgrounds	Students will be able to compare and contrast different versions (written and built in CSBL) of fables, folktales and other holiday themed stories from diverse	Curriculum Trip
692	Community math	11/30/2017 12:15:00 PM	Stayton Middle School	11/30/2017 1:15:00 PM	3	2 Stayton stores	Functional money math skills in the community	Curriculum Trip

693	comparison shopping	11/27/2017 9:00:00 AM	Stayton High School	11/27/2017 10:30:00 AM	14	1 safeway 1531 N 1st street	Students have been learning comparison shopping in their math class. They will agree upon two recopies, comparison shop and determine the less expensive ways to make the	Stayton High Teachers
683	Fish Trip (Knife River at the Bridge)	11/20/2017 11:00:00 AM	Sublimity School	11/20/2017 12:00:00 PM	22	0 Knife River at the Santiam River Bridge	To release salmon into the wild after spawning the eggs in the	Curriculum Trip
689	Country Mouse Fair	11/17/2017 10:15:00 AM	Stayton High School	11/17/2017 2:00:00 PM	35	1 5605 Jubilee Dr SE, Turner, OR 97392	Choir performance	Stayton High Choir
691	SHS FFA Willamette Ag Show	11/14/2017 11:00:00 AM	Stayton High School	11/14/2017 2:30:00 PM	25	2 Linn County Fairgrounds, 3700 Knox Butte Rd Albany, OR	Students will observe different agriculture careers and be able to interact with different businesses.	FFA
685	Christmas Bazar	11/4/2017 4:00:00 PM	Stayton High School	11/4/2017 9:00:00 PM	18	3 Silverton friends church 229 Eureka Ave, Silverton, OR 97381	students making projects to sale and helping with set up and taking down.	Skills USA
677	SHS ASB-Seaside OASC Conference	11/4/2017 1:15:00 PM	Stayton High School	11/6/2017 4:00:00 PM	9	2 702 Creekside Court Seaside, OR 97138	To meet with, network with, and attend breakout work shops at the Oregon Association of Student Councils Conference in	Stayton High ASB
		Overnight Stay						
684	Christmas Bazar	11/1/2017 4:30:00 PM	Stayton High School	11/1/2017 9:00:00 PM	18	3 Silverton friends church 229 Eureka Ave, Silverton, OR 97381	Students are making projects to sale and helping them set up and take down.	Skills USA
681	OWC Drama Workshops	11/1/2017 8:15:00 AM	Stayton High School	11/1/2017 2:00:00 PM	30	1 Chemeketa Community College auditorium bldg 6 4000 Lancaster Dr NE Salem, OR 97305	Increase student knowledge in performance and technical theater.	Stayton High Drama
686	AVID Elective Class College Fair	10/31/2017 10:00:00 AM	Stayton High School	10/31/2017 2:00:00 PM	27	1 Western Oregon Univ-Werner University Center/345 Monmouth Ave N, Monmouth	Promote college readiness	Curriculum Trip
669	Portland College Fair	10/30/2017 9:00:00 AM	Stayton High School	10/30/2017 1:15:00 PM	180	4 777 NE Martin Luther King Jr Blvd, Portland, OR 97232	Promote college readiness	Stayton High Counseling
676	Oregon Leadership Institute	10/29/2017 9:00:00 AM	Stayton High School	10/30/2017 3:00:00 PM	13	0 River house on the Deschutes 3075 N Highway 97, Bend Or 97703	To learn leadership and business skills	Stayton High FBLA
		Overnight Stay						

673	Pumpkin Patch and Lunch at Park	10/26/2017 8:15:00 AM	Stayton Elementary School	10/26/2017 1:00:00 PM	100	40 Wavra Farms and Santiam Station Park (2250 N 3rd Ave, Stayton, OR 97383)	Science and social studies- plant life cycle, farm to table, agriculture.	Curriculum Trip
670	Philip Foster	10/26/2017 8:00:00 AM	Mari Linn School	10/26/2017 2:00:00 PM	24	5 Philip Foster Farms, 29912 SE Eagle Creed Road, Eagle Creek, OR	First hand experience of Pioneer life	Curriculum Trip
660	Pumpkin Patch	10/25/2017 10:00:00 AM	Mari Linn School	10/25/2017 2:00:00 PM	75	24 Greens Bridge Pumpkin Patch	Science-life cycles of plants and vegetables	Curriculum Trip
663	3rd Grade Swimming Lessons	10/23/2017 1:00:00 PM	Stayton Elementary School	10/27/2017 2:30:00 PM	25	3 Stayton Family Memorial Pool	Swimming lessons	Curriculum Trip
665	Third Grade Silver Falls Trip	10/20/2017 8:30:00 AM	Stayton Elementary School	10/20/2017 2:00:00 PM	52	10 Silver Falls State Park	This trips corresponds with our life-cycles unit in science, which aligns with NGSS.	Curriculum Trip
678	SMS AVID field trip	10/20/2017 8:15:00 AM	Stayton Middle School	10/20/2017 2:30:00 PM	67	6 Medical Teams International	AVID - college and career readiness	Curriculum Trip
674	1st Grade Rickreal Dairy Farm	10/19/2017 10:30:00 AM	Stayton Elementary School	10/19/2017 2:30:00 PM	97	30 Rickreal Dairy	Deepen our knowledge of animals and their offspring. This trip will accompany our	Curriculum Trip
666	Silver Falls State Park 3rd Grade Trip	10/19/2017 8:30:00 AM	Stayton Elementary School	10/19/2017 2:00:00 PM	51	12 Silver Falls State Park	This trips corresponds with our life-cycles unit in science, which aligns with NGSS.	Curriculum Trip
671	SIS 5th grade Oregon Zoo trip	10/18/2017 8:15:00 AM	Stayton Middle School	10/18/2017 2:45:00 PM	93	28 Oregon Zoo	Students will be able to identify and describe the organization of a food web.	Curriculum Trip
657	Second Grade OMSI	10/18/2017 8:00:00 AM	Stayton Elementary School	10/18/2017 2:30:00 PM	90	28 OMSI	Students will be able to experience science activities in a real-life setting and connect their school based learning with hands-	Curriculum Trip
679	Choir/band Showcase	10/18/2017 7:45:00 AM	Stayton High School	10/18/2017 2:00:00 PM	44	1 5605 Jubilee Drive SE Turner, OR 97392	League showcase	Choir
680	OWC League Band and Choir Festival	10/18/2017 7:45:00 AM	Stayton High School	10/18/2017 2:00:00 PM	30	1 5605 Jubilee Dr SE Turner OR 97392	Students will be performing and evaluating other ensembles using the OSAA/OBDA rubric.	Stayton High Band
656	Bauman Farms	10/12/2017 10:15:00 AM	Sublimity School	10/12/2017 2:15:00 PM	35	16 12989 Howell Prairie Rd. NE, Gervais 97026	Earth science, growth cycle for vegetables	Curriculum Trip
675	Polk County Construction Expo	10/11/2017 9:00:00 AM	Stayton High School	10/11/2017 3:00:00 PM	20	1 520 S Pacific Hwy W, Rickreall, OR 97371	Career study	Stayton High Construction Class

664	Third Grade Swimming Lessons	10/9/2017 1:00:00 PM	Stayton Elementary School	10/16/2017 2:30:00 PM	26	3 Stayton Family Memorial Pool	Swimming Lessons	Curriculum Trip	
667	Capital District Soils	10/5/2017 8:00:00 AM	Stayton High School	10/5/2017 2:30:00 PM	10	1 Pearmine Farms 12223 River Rd. NE Gervais, OR 97026	Students will evaluate soil pits and determine what is the best use for that soil	Stayton High FFA	
659	Oregon Zoo	10/4/2017 8:15:00 AM	Mari Linn School	10/4/2017 2:00:00 PM	21	0 Oregon Zoo	animal science	Curriculum Trip	
662	3rd Grade Swimming Lessons	10/2/2017 1:00:00 PM	Stayton Elementary School	10/6/2017 2:30:00 PM	26	3 Stayton Family Memorial Pool	Swimming Lessons	Curriculum Trip	
654	Shellburg Falls Hike	9/29/2017 8:45:00 AM	Mari Linn School	9/29/2017 1:30:00 PM	27	5 Shellburg Falls trailhead 21121 Fern Ridge Rd. SE	Hike exploring local ecosystems. Focus on geology, plants, animals, habitats and history of	Curriculum Trip	
661	3rd Grade Swimming Lessons	9/25/2017 1:00:00 PM	Stayton Elementary School	9/29/2017 2:15:00 PM	24	3 Stayton Family Memorial Pool	Swimming lessons.	Curriculum Trip	
653	FFA Leadership Camp	9/24/2017 12:00:00 PM	Stayton High School	9/25/2017 3:00:00 PM	8	1 Aldersgate 7790 Marion Rd SE, Turner OR 97392	Students will network with other state, district and other chapter officers, compete in the rituals contest and learn more about	Stayton High FFA	
Overnight Stay									
668	SHS FBLA Community 101 Kick-off	9/22/2017 6:45:00 AM	Stayton High School	9/22/2017 3:00:00 PM	6	0 NW Natural, 220 NW 2nd Ave Portland, OR 97209	To learn about the Community 101 organization, philanthropy, and the non-profit sector.	Stayton High FBLA	
650	SMS Outdoor School - Camp Tadmor	9/18/2017 9:00:00 AM	Stayton Middle School	9/22/2017 2:30:00 PM	135	0 Camp Tadmor		Curriculum Trip	
655	SMS Outdoor School Counselors	9/17/2017 1:00:00 PM	Stayton High School	9/22/2017 4:00:00 PM	30	0 Camp Tadmor	Each student attending Outdoor School will develop an understanding of, and an appreciation for, their natural environment and will acquire desirable attitudes concerning	Curriculum Trip	
650 & 655-Overnight Stay									
651	Fall Journalism Workshop	9/16/2017 7:00:00 AM	Stayton High School	9/16/2017 5:30:00 PM	25	2 Willamina High School, 1100 NE Oaken Hills Dr. Willamina 97396	Aquila is paying the bus cost. Learn from nationally recognized teachers to improve yearbook and newspaper publications. (Sessions include page design, social media, writing, law/ethics, photo storytelling, advising, leadership, deadline strategies,	Stayton High Yearbook	

652	Salmon Watch	9/14/2017 8:30:00 AM	Stayton High School	9/14/2017 2:00:00 PM	50	2 Packsaddle park 34519 N Santiam Hwy, Gates, OR 97346	Grant is paying for bus. Student will observe the riparian area, collect water samples, microinvertebrates and observe salmon in their natural habitat. Students will also discuss the life	Stayton High FFA
658	Salem Ropes Course,	9/14/2017 8:15:00 AM	Stayton High School	9/14/2017 2:00:00 PM	10	2 Stayton High School	Team building	Stayton High ASB

**Memorandum of Agreement
Between
North Santiam School District
And
Oregon School Employees Association Chapter 122**

This Memorandum of Agreement is entered into by and between the North Santiam School District ("District") and the Oregon School Employees Association, Chapter #122 ("Association").

RECITALS

The District and Association are parties to a collective bargaining agreement with the effective dates of July 1, 2017 through June 30, 2021. The parties agree to amend the tentatively agreed upon language for Article 6.4 only to read as follows:

6.4 Employees who work more than forty (40) hours in a workweek shall be compensated for those additional hours at time and one-half the employee's regular wage rate. All scheduled overtime will be approved in advance by the building administrator or director (whichever is appropriate).

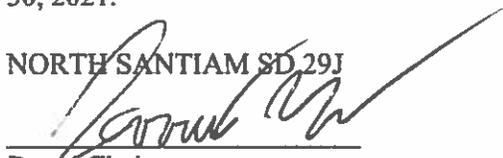
The employee may be granted compensatory time (comp time) credit in lieu of overtime pay, with prior written approval of the building administrator or director (whichever is appropriate). In such cases the District shall credit one and one-half hours of comp time for each hour worked in excess of forty (40) hours during the workweek.

The District's intent is to have employees utilize their comp and/or flex time in a timely manner following accrual of such time. However, if it is not possible for the employee to utilize accrued time, all accrued but unused "comp time" and/or flex time balances (*less 16 hours that may be carried over if employee and administrator/supervisor desires*) shall be paid to the employee only during the months of November, March and June, for unused accrued comp or flex time earned during these cycles. These dates will be aligned with the payday cutoff schedule provided by the business office. There will be no carry-over of comp and/or flex time between fiscal years.

Upon separation of employment with the District all accrued but unused "flex/comp time" shall be paid the employee.

This Memorandum of Agreement shall become effective upon signature of the parties and expire on June 30, 2021.

NORTH SANTIAM SD 29J



Board Chair

12/14/17
Date

NORTH SANTIAM CHAPTER 122



OSEA President

12/14/17
Date

Memorandum of Agreement
Plans of Assistance (also called Programs of Assistance)

The North Santiam School District 29J (“District”) and the North Santiam Education Association (“Association”) hereby enter into the following Memorandum of Agreement:

Purpose

The purpose of this MOA is to memorialize the parties’ agreement that the District may choose to place a probationary teacher on a Directed Growth Goals plan instead of a Formal Plan of Assistance. Such placement will meet the requirements of Article 15.A of the collective bargaining agreement for probationary teachers prior to the District non-renewing a probationary teacher. This allows the District to non-renew a probationary teacher without placing them on a Formal Plan of Assistance. This agreement in no way limits the District’s management rights to place a probationary teacher or any teacher on a Formal Plan of Assistance.

Modification of Contract Language in Article 15.A

Probationary teachers who may be non-renewed will be provided a **Directed Growth Goals plan** for problems related to performance if deficiencies are identified that would cause their non-renewal or dismissal. This “Directed Growth Goals” plan shall include statement of deficiencies, statement of expectations, statement of assistance provided by the district and a timeline for completion not to be less than thirty school days and will be a sufficient basis for the District to take action to non-renew an employee. This in no way restricts the District’s rights to place a probationary teacher on a Formal Program/Plan of Assistance if they deem it necessary.

Duration

The duration of this MOA is only in effect on the date signed by both parties and only for the remainder of the 2017-2018 school year. This MOA will expire on June 30, 2018. This topic may be negotiated during the upcoming contract negotiations during the spring of 2018.

NSEA President

Date

Superintendent

Date

Board Chair

Date

RESOLUTION #011818A

TO ADOPT A SUPPLEMENTAL BUDGET OF LESS THAN 10% OF FUND 200

BE IT RESOLVED BY THE NORTH SANTIAM SCHOOL DISTRICT AS FOLLOWS:

ORS 294.480 permits the School District Governing Body to make a supplemental budget for the fiscal year for which the regular budget has been prepared under one or more of the following reasons:

- A. An occurrence or condition, which had not been ascertained at the time of the preparation of a budget for the current year which requires a change in financial planning.
- B. A pressing necessity, which was not foreseen at the time of the preparation of the budget for the current year which requires prompt action.
- C. Funds were made available by another unit of federal, state or local government and the availability of such funds could not have been ascertained at the time of the preparation of the budget for the current year.
- D. Other reasons identified per the statutes.

The unanticipated occurrences that created the need for a supplemental budget are:

- 1. Resources and expenditures that occurred as a result of unanticipated receipt of the following grants.
 - 1. Oregon Community Foundation – CTE Woods & Fabrication – \$51,243
 - 2. Anticipate a grant for CTE Fabrication – appx. \$80,000
 - 3. Health Pathways – CTE Revitalization Grant - \$336,296

The North Santiam School District resolves as follows:

To adopt a supplemental budget, establishing the following additional appropriation:

Increase Fund 200, Function 1000 by \$419,193 for a new total of \$2,767,399
Increase Fund 200, Function 2000 by \$57,346 for a new total of \$879,434

Passed and Adopted this 18th day of January 2018

Board Chair, Garrett Trott

Superintendent, Andy Gardner

NORTH SANTIAM SCHOOL DISTRICT

Goals 2016-19

MISSION STATEMENT

**ENSURE STUDENTS REACH THEIR HIGHEST ACADEMIC AND VOCATIONAL POTENTIAL
AND DEVELOP INTO PRODUCTIVE CITIZENS**

GUIDING PRINCIPLE

DO WHAT IS BEST FOR KIDS

VISION

**WE CHANGE KIDS' LIVES...THROUGH A COMMITMENT TO EXCELLENCE, INTEGRITY,
AND COMMUNITY ENGAGEMENT**

DISTRICT GOALS

1. ENSURE THAT EACH STUDENT ACHIEVES MEASURABLE PROGRESS AND PERSONAL GROWTH EACH YEAR
2. PROVIDE QUALITY 21ST CENTURY FACILITIES AND PROMOTE POSITIVE SCHOOL CLIMATES
3. PROMOTE STUDENT AND STAFF INVOLVEMENT IN THE COMMUNITY AND INVOLVE THE COMMUNITY IN OUR SCHOOLS
4. RECRUIT, DEVELOP, VALUE, AND RETAIN HIGH QUALITY STAFF

BOARD GOALS

1. OFFER THE MOST COMPREHENSIVE PROGRAM POSSIBLE FOR STUDENTS AND THE APPROPRIATE STAFFING TO SUPPORT OUR COMMITMENT TO DOING WHAT IS BEST FOR KIDS
2. CELEBRATE THE SUCCESSES OF THE DISTRICT & COMMUNITY
3. ROUTINELY MONITOR THE EFFECTIVENESS OF DISTRICT PROGRAMS AND SERVICES IN ORDER TO BETTER SERVE KIDS
4. BUILD BETTER RELATIONSHIPS WITH STAKEHOLDERS OF THE DISTRICT THROUGH PROACTIVE COMMUNICATION EXCHANGES

**NORTH SANTIAM SCHOOL DISTRICT
BOARD GOALS & STRATEGIES
2017-18**

The primary duties of the Board are **planning, policy-making, budget, monitoring, and public relations**. The management of the District and individual schools is the responsibility of the Leadership Team, led by the Superintendent and those to whom he delegates authority to (both indirectly and directly).

In preparing the Board Goals a comprehensive program was defined as not only including academics and the common core, with a high level of career and college prep opportunities, science, technology, engineering, the arts and an excellent and diverse co-curricular program with opportunities to engage a wide variety of student interests.

Goal #1: Offer the most comprehensive program possible for students and the appropriate staffing to support our commitment to doing what is best for kids

Strategies:

1. Support, through policy and resources, district efforts to ensure all students are on track to progress academically, culminating in graduation.
2. Support, through staffing and resources, district efforts to provide the most comprehensive program possible.
 - a. Support implementation of a systematic plan to acquire new or updated curriculum that supports the common core, with high school math being the priority by the beginning of the 2017-18 school year.
 - b. Respond proactively to the known, as well as unforeseen, impacts to the district's operating budget to sustain comprehensive programs for all students.
 - c. Continue plans and efforts to rebuild the general fund "reserves."
 - i. Target of 7%, approximately \$1.75 million, by 2030.
 - d. Support plans and strategies to maintain or upgrade fields and facilities in order to provide for excellent co-curricular opportunities for students.
3. Provide budgetary and/or policy support in order to continue or expand the use of technology in the classroom.

Goal #2: Celebrate Successes of the District and Community

Strategies:

1. Support the use of resources, staff or budget, for the celebration of academic, athletic and career successes of students, staff and alumni.
2. Seek opportunities to communicate about District, student and staff successes.
 - a. Recognize the activities and accomplishments of students, staff and community partnerships at regular board meetings.
 - b. Continue to support community engagement through sub-committee work or other means.
 - c. Investigate and encourage the application for professional awards sponsored by outside agencies for district staff.
 - d. Support a process to present annual awards from the district to staff at all levels.

Revised May 12, 2017

Goal #3: Routinely monitor the effectiveness of programs and services in order to better serve kids

Strategies:

1. Regularly review academic student achievement and behavioral data between the months of January and May in order to consider the need for additional budgetary support for programs that support improvement in these areas.
 - a. Receive quarterly updates from principals on building goals that include academic growth, student achievement and behavior in written reports to the Board.
 - b. Receive presentations on the success of professional development for staff that supports student achievement and academic success.
 - c. Receive presentations on programs, systems or requirements that must be approved by the Board in order to provide budgetary support for implementation or improvement.
 - d. Receive presentations from students or staff on the effectiveness of programs, services and/or activities.
2. Follow up with OSBA on community engagement efforts in support of student achievement.
3. Regularly examine co-curricular activity opportunities to ensure a high level of student engagement by receiving a verbal report on student involvement and achievement from Athletic Directors, coaches and ASB Leadership.
4. Examine the effectiveness of grant-supported program goals and the District's fiscal commitment to their sustainability through verbal presentations from the grant administrator(s) that include enrollment, grant requirements, goals and fiscal data (ideally in December and April).
5. Provide budgetary support for district-wide survey of staff and students regarding school culture to consider policy adjustments in support of safe and optimal learning environments.
6. Review policies and procedures to ensure all students have equal access to every program sponsored by the District.
7. Expect and support HR practices that foster transparency in hiring and retaining high quality staff for all aspects of district programs.

Goal #4: Build better relationships with our stakeholders through proactive communication exchanges

Strategies:

1. Regularly review information on the broad effectiveness of communications using technology and/or social media.
2. Expect, support and resource effective methods to provide all stakeholders and other interested parties with timely information about district programs, students, activities and staff.
3. Seek and listen to opinions of stakeholders and others regarding District and Board goals and efforts.

Sub-Committee: Laura, Evan and Tass

Revised May 12, 2017

**District Goals
Measurements for Success
Approved 2015**

Role:

- Monitor Goals-Measure Success
 - How do we know if goals are being met?
 - LT Goal Setting-Quarterly Reports
 - Achievement Compact and Report Card Results
 - Principal “Spotlight” and Other Data
 - Student, Parent, and Staff Surveys
- Celebrate Successes
 - Teacher and Student
- Refine Targets-Toward Upward Trends

Information Needed to Measure Success

Goal #1: Ensure that each student achieves measurable progress and personal growth each year

- Cohort Graduation (Achievement Compact)
 - Percentage within 4 Years
 - Percentage within 5 Years
- Benchmarks (Report Cards)
 - Meets and Exceeds
- College Credit (Student System Report)
 - Percentage with 9 or more credits
 - Percentage within Ranges (10-20, 21-30, etc.)
- Percentage of High School Students On-Track to Graduate
 - 9th (Achievement Compact)
 - 10th (Student System Report)
 - 11th (Student System Report)
- Percentage of Students Meeting Specific Benchmarks
 - 3rd Grade Reading
 - 5th Grade Math
 - 10th Grade Writing

Goal #2: Provide quality 21st Century facilities and promote positive school climates

Qualifier-Need to define what a 21st Century facility should have

- Improvements and Deferred Maintenance Reports (Maintenance Direct)

- Percentage of Positive Responses (Surveys & Student System Flags)
 - Comparison of Specific Questions on Student Survey (Year to Year)
 - Comparison of Specific Questions on TELL Staff Survey (Year to Year)
 - Percentage of students involved in co-curricular activities at high school and middle school (monitor trends)

Goal #3: Promote student and staff involvement in the community and involve the community in our schools

- Percentage of students in activities/clubs with service to community component (ASB and Student System Flags)
- Percentage of students meeting the requirement of service to the community each year (Grad Plan Report)
- Community wide activities taking place in schools (LT Reports)

Goal #4: Recruit, develop, value, and retain high quality staff

- Percentage of growth as measured in evaluation of educator effectiveness (Fall to Spring)

The North Santiam School District would like to thank the members of the ___ City Council for allowing our representatives the opportunity to share with you what's been happening so far across the District this school year.

Academics

- 2017 Graduation Rate (official rate is posted to the public Jan 22)
- Freshman/Seniors On Track to Graduate (Alan will give us up-to-date numbers after grading on Jan 26)
- AVID (Advancement Via Individual Determination) is a college readiness system with the mission of ensuring all students are college ready that was implemented in some NSSD schools in the fall of 2016. AVID has a school wide component that positively impacts instruction and organizational supports for all students and it has an elective component in the secondary grades for students who are historically under-represented in college, from the academic middle and who demonstrate individual determination. We have AVID at Stayton High School and Middle school since fall 2016 and at Stayton Intermediate since fall of 2017. Stayton Intermediate has been so successful that the AVID Western Division Elementary Director has indicated that their level of implementation is among the best they've seen. In fact, SIS is hosting an AVID Showcase on Feb 21 with 40 people registered to attend and is participating in pilots for 2 AVID programs that are typically only offered to National Demonstration schools. (will try to include data after Jan 26)
- Stayton High School recently received a \$336,000 grant to establish a Health Pathways Program. It will allow the school to improve upon the existing program by creating highly engaging classes that give students an opportunity to learn about fields of medical careers through the use of real-world scenarios, technology, field trips, and more. By the time they have completed the courses, they will also have learned how to use most of the medical instruments and technology that can be found in a clinical setting, will have worked to problem solve medical issues, will have diagnosed on a medical manikin, and much more. These courses will begin in the 2018-19 school year. The grant also includes \$40,000 for a summer "CTE boot camp" for middle schoolers, where they will have a chance to experience hands on opportunities in all of the CTE areas focused on at SHS: Manufacturing, construction, medical careers, business, and agriculture. This is slated to occur in the summers of 2018 and 2019.

SHS currently offers career pathways to students in the interested in the following careers: Business, Criminal Justice, Primary Education Agriculture, Manufacturing and Construction and STEM (Science, Technology, Engineering & Math). The goal of these pathways is to provide experience in both classroom and career activities for students who complete the requirements. These students will also receive a note on their transcript indicating their completion. There is also a University/Oregon Transfer Module that allows students to

Quality Instruction/Professional Development

- The purpose of the teacher evaluations is to assist the teacher in making continuing professional growth and to determine the teacher's performance. The overall goal of the evaluation system is to create common awareness, common understanding, common language, and common practice related to effective instruction for increased teacher effectiveness and student learning. The professional development support will focus on personal and collaborative reflective practice. (still a work in progress)

Community Engagement

- SHS Holiday Food Drive brought in over 8457 lbs of food to the Stayton Community Food Bank. Sublimity School students and staff collaborated with local fire departments and the Sublimity PTC on a very successful toy drive. In addition, they helped 15 needy families have a happier holiday.
- NSSD, Stayton Lions Club and the Oregon Lions Club collaborated in November to provide the free annual vision screenings to K-8 students in the district. A total of 1486 students were screened with 158 being referred for further vision services. In addition, the District's nursing staff and Lion's Club volunteers assisted with screenings at St Mary's school where over 214 students were assessed. .
- NSSD was happy to welcome Officer Butler as the 2017-18 Stayton PD School Resource Officer. The main focus of this program is to develop good and trusting relationships between students and police officers. Office Butler spends time interacting with students in hallways, playgrounds and classrooms. You may have seen the recent article in the Stayton Mail with Office Butler, Police Chief Sebens, Superintendent Gardner and the Principal from Regis & St Mary's school. The resource officer serves all campuses in Stayton for NSSD and Regis & St Mary's so Officer Butler added the school mascots for both SHS and Regis to his patrol car.
- Stayton Elementary PTC continues to host its monthly Family Movie Night. The event is free for everyone and Officer Butler makes and serves popcorn! At the end of the night, the movie is raffled off to a student.

Sports

- Both our Boys Cross Country team and Boys Soccer team placed 2nd in the OSAA State Championship.
- Current status of new SHS baseball hitting facility (will include most recent info avail in the first week of Feb)

Misc

- In October of 2017, representatives from Scholastic Books and award-winning author, Kate Messner, were present at Stayton Middle School to present their librarian, Tammy Baxter with the national **first place** award for the Spring 2017 Scholastic Book Fair National Elementary School Contest. The prize included 2,000 Scholastic Dollars and a breakfast meet-and-greet with Messner, who also gave presentations to the students during the day.
- NSSD launched its own Mobile App for smartphones in the fall of 2016 and added some engaging and helpful features this year. The app allows parents to receive notifications for things like tardiness, missing assignments, library fines or class grades slipping below a predetermined level that they have set. These features have allowed parents to stay closely connected with everything from what's happening across the district to what's happening in their student's classroom. They can monitor their student's academic progress daily instead of having to wait until conferences which only occur twice a year. There are currently

Challenges

(still a work in progress)

- PERS/Population Growth
- Title I Statistics

BOARD OF DIRECTORS
FUTURE AGENDA ITEMS CALENDAR
Board/District Goals & District Goal Measurements

January

Regular Session:

Board Appreciation Month—Staff/Schools

School Spotlight/Recognition/Awards— Board Strategy

ASB Report-

Superintendent/Bond Reports—Andy

Funding & Financials—Andy/Jane

Budget Committee Members Report-Jane

Budget Calendar Approval—Jane

Annual Report—TBA

Audit Review—Jane

WESD Local Service Plan Approval-Superintendent Current Year Goal Progress (every other year)—Andy

Review of Board/District Goals—Board Members

Tasks-Tonia:

School Calendar Revisions for 2018-2019/Draft 2019-2020

Division 22 Report

Board Elections (2019)

Other Activities/Events

- Classified In-Service Day

February

Regular Session:

School Spotlight/Recognition/Awards— Board Strategy

Quarterly Leadership Team Board Report—Board Strategy

Professional Development Report (with board report) Board Strategy-Dave Bolin

ASB Report-

Superintendent and Bond Report: Andy

School Funding & Financials—Andy/Jane

Inter-district transfer & Open Enrollment in/out numbers (Due by March 1st)

Proclamation for Classified Appreciation Week (in Feb)

Tasks:

Board Elections Reminder & Candidate Filing Date (Next Election 2019)

Other Activities/Events

- Licensed In-Service Day
 - Booster Club Annual Auction
-

Early March

Special Session:

Renewal of Contracts (Licensed/Administrative)

Report on New Evaluation System—Andy

March

Regular Session:

School Spotlight/Recognition/Awards— Board Strategy

ASB Report-

Superintendent and Funding & Financials—Andy/Jane

School Calendar Adoption—Tonia

LRFMP Committee (Task Discussion)—Andy –if applicable

Discussion of District and Board Goals—Board Members

Supt. Evaluation Forms to Board Members

Tasks:

Reminder-Board Elections Filing Due Date

April

Tasks:

Consolidate Superintendent Evaluation Scores-Board Representative

Regular Session:

School Spotlight/Recognition/Awards— Board Strategy

Spotlight-Behavior and Academic Achievement—Board Strategy

Professional Development Report—Board Strategy (Dave’s Board Report)

NSSD Board Award Nominees - Principals

ASB Report-
Superintendent and Bond Report/Funding & Financials—Andy/Jane
Projected Enrollment for Budget—Jane’s Board Report
Board Self-Evaluation (Every Two Years-Next in 2018)-Tonia
Executive Session~ Board Members Only:
Review Consolidated Scores~ Superintendent Evaluation—Board

Late April-Early May

Board Chair/Vice Chair Review Salary Comparison with HR

May

Late April-Early May

Board Chair/Vice Chair Review Salary Comparison with HR
Review Evaluation with Superintendent—Board Chair/Vice Chair
Negotiate Extension of Contracted Salary/Benefits—Board Chair/Vice Chair

Regular Session:

SHS Spotlight/Recognition/Awards— Board Strategy

ASB Report-
Superintendent Report & Funding/Financials—Andy/Jane
Review Policy DBDB-Budget Reserves
WESD Local Service Plan Approval (list of services taken)—Andy
Board Self-Evaluation (Every Two Years-Next in 2018)-Tonia

Executive Session:

Supt. Evaluation Review—Andy/Board

Approval of Supt. Contract Extension—Board

June

Tasks:

LT Goal Preparation

Special Session/Budget Hearing:

Review Board Self-Evaluation (in 2018)-Tonia
Board Goal Strategies Review-Board Chairman
Review of Budget Documents/Resolutions: Jane

Regular Session:

Recognition/Awards— Board Strategy

Superintendent and Bond Report/Funding & Financials—Andy/Jane

Budget Approval—Board

Resolution~ Budget Reserves (DBDB)-Jane

Superintendent and Bond Report/Funding & Financials—Andy/Jane

Past Year Retirements/Resignations Data—Teri

Tech Plan Update—Dave

First Round Data for State Assessments—Dave’s Board Report

Goal Workshop Prep—Board Members

Organizational Agenda Items—Board

- Swear in recently elected and appointed directors, who must take an oath of office before assuming duties. Elect the board chair and vice chair. (ORS 332.005(2), 332.040)

 - Make sure the following positions are designated:
 - Chief administrative officer (the superintendent) as school district clerk or another individual, if there is no chief administrative officer. (ORS 332.515)
 - Business manager or deputy clerk, or both.
 - Custodian of funds who will sign checks or, if the school board so authorizes, utilize a facsimile signature for that purpose. (ORS 328.441, 328.445)
 - Budget officer, who shall prepare or supervise preparation of the budget document under the direction of the executive officer. (ORS 294.331)
 - Financial auditors for the school year, who may be contracted for through the administrative office of the county in which the administrative office of the school district is located. (ORS 328.465, 327.137, 297.405)
 - Legal counsel.
 - Determine fidelity-bond amounts for those authorized to handle district funds and ensure they are bonded by a surety company authorized in Oregon. (ORS 332.525)
 - Set a borrowing limit for the custodian of funds.
 - Establish dates, time and place of regular monthly board meetings.
 - Establish depository(ies) for school funds. (ORS 328.441, 294.805-294.895)
 - Review status of Local Public Contract Review Board and rules. (ORS 279A.060)
 - Under new business:
 - Appoint members of standing committees.
 - Approve personnel changes.
 - Approve contracts for payment. (ORS 332.075(2-3))
-

July

Regular Session

Omitted from schedule

Other Activities/Events

- OSBA Annual Conference (Bend)
- Summerfest (last Saturday in July)

Early August

Goal Workshop:

SMART Goals with Alignment Presented by LT

End of Year LT Quarterly Reports

Percentage of Students Involved in Co-Curricular Activities—Darren

Percentage of Students Involved in Activities/Clubs with Service—Alan

Percentage of Students Meeting Grad Plan Service Requirement—Alan

Community Wide Activities in Schools in 2016-2017—Principals

August

Regular Session

Supt. Evaluation Document Update & Approval—Tonia

Superintendent Report/Funding & Financials—Andy/Jane

Community Schools Update and Plan for Next Year—Andy

Projected Student Count (based on roll ups & K registration)—Tonia

Approval of Board Protocol-Tonia

Exit Interview Survey Results- Teri

ELPA and Smarter Balance Update—David

Danielson Model (Evaluation System)-Teri

Percentage of Growth Measured in Evaluation of Ed Effectiveness—Dave/Andy

End of Year Professional Development Report-Dave

TELL and Assessment Report —Dave

Curriculum/Adoption Report-Dave

Adopt a School—Tonia

2016-2017 College Credits—Alan Kirby

- Percentage with 9 or more college credits
- Percentage within Ranges (1-9, 10-20, and 20 or more credits)

Other Activities/Events

- Welcome Back to School-Staff (last week in August)
Above and Beyond Awards—Board Strategy
 - Back to School Open Houses (see school calendars for dates)
-

September

Regular Session:

ASB Report-

Superintendent and Bond Report/Funding & Financials—Andy/Jane

Technology in the Classroom Report—Board Strategy

Collaboration Grant/Professional Development Plans—Dave

Data Information-Dave

- Cohort Graduation Rates
 - 9th-12th Graders On-Track
 - TAG Program
 - Number of Students Identified
 - Identification Process
 - Supports (School and Budgetary)
 - Career Technical Education classes-demographics of students enrolled
-

October

Regular Session:

Recognition/Awards— Board Strategy

Professional Development Report—Board Strategy

ASB Report-

Superintendent and Financials—Andy/Jane

Skeleton Draft of Annual Report—Jodi

Special Education Report—Jeri = postponed until November due to Jeri's absence

State District and School Report Cards—Dave

Assessment Data-Dave

- 3rd Grade Reading
- 5th Grade Math
- 10 Grade Writing

Sub-Group Data

- ELL
- SpEd
- Poverty
- Minority

Other Activities/Events

- State-wide Licensed In-Service Day
-

November

Regular Session:

Recognition/Awards— Board Strategy

Quarterly Leadership Team Board Report—Board Strategy

ASB Report-

Superintendent and Bond Report/Funding & Financials—Andy/Jane

Strategic Approach to LRFMP & Committee—Andy (*not applicable every year*)

Master Facilities Plan Review and Revisions—Mike Miller

Booster Club Report~ Donations and Activities—Club President

Other Activities/Events

- OSBA Annual Conference

December

Regular Session:

Recognition/Awards— Board Strategy

ASB Report- Laura Warren

Superintendent Report/Funding & Financials—Andy/Jane

Budget Calendar Draft-Jane