



**2021-22 Board of Directors**

**Board Chair, Alisha Oliver      Board Vice-Chair, Laura Wipper**

**Board Members:** Mike Wagner, Erin Cramer, Mark Henderson, Coral Ford & Mackenzie Strawn

**Student Representatives to the Board, Tayven Whieldon & Sarah Wolf**

**Superintendent, Andy Gardner**

**Assoc. Superintendent, Dave Bolin**

**Business Director, Jane Nofziger**

**Human Resources Director, Debi Brazelton**

**Superintendent/School Board Executive Assistant, Tonia Whisman**

**Regular Session**

**Thursday, February 20, 2020 ~ 6:00 PM**

**Stayton Elementary Cafeteria**

**875 N 3rd Ave**

**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 REGULAR SESSION TO ORDER**

**Description:** *The Regular Session of the North Santiam School District’s Board of Directors is called to order at 6:00 pm. It is an open meeting of the Board and the public is allowed to observe. On the 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. Speakers may offer objective criticism of school operations and programs however, the law prohibits the Board from hearing complaints regarding any personally identifiable District staff member. The Board asks that anyone wishing to communicate a complaint of this manner follow the proper administrative process in Board policy KL (Public Complaints). This information is available at the table near the entrance and also on the District website.*

**ACKNOWLEDGEMENT OF BOARD MEMBERS PRESENT: MIKE WAGNER**

Laura Wipper will be absent with prior notice.

**PLEDGE OF ALLEGIANCE: MIKE WAGNER**

**2. ADDED/DELETED AGENDA ITEMS**

**Description:** Any changes to the board packet after the posting on February 14, 2020 will be noted below:

Additional Attachments-

- 8.2 -January Financials
- 8.4-02.11.20 CE Committee Meeting Minutes
- 8.5-2019-20 Leadership Team Goals Update
- 9.2-Appropriation Transfer Resolution #022020B
- 9.3-Excise Tax Increase Resolution #022020C

Amended Attachments

- 9.1.1.-01.16.20 minutes

**3. APPROVAL OF THE AGENDA**

**Description: MOTION- AGENDA APPROVAL**

***Motion that the Board approves the meeting agenda as modified.***

**Motion Made By:**

**Vote:**

**4. SPOTLIGHT**

**Description:**

### 1. Classified Employee Appreciation Proclamation

**Description:** The Board will publicly acknowledge the work of the District's classified staff by issuing a proclamation to observe March 2-6, 2020 as Classified Employee Appreciation Week.

### 2. Student Acknowledgements: Stephen Fulks and Chris Schlievert

**Description:** The following students will be acknowledged by their band instructors and the school board for being selected for the All-State Band in their applicable age groups.

Connor Smith-SMS

Krista Rasmussen-Mari-Linn

Anthony Cusimano (SHS) is not available and will be acknowledged at a future meeting.

### 3. Stayton Elementary School: Wendy Moore, Principal

**Description:** Principal Wendy Moore will share some of the great things happening at Stayton Elementary School.

## 5. STUDENT BUSINESS

### 1. Stayton High School ASB Report

**Description:** Senior class president, Carlin Croff, will be present to update the Board regarding the activities at Stayton High School.

## 6. RECESS

**Description:** The Board Chair will call for a 5-minute recess to visit briefly with parents, students and staff.

## 7. PUBLIC COMMENT

**Description:** *The meeting will now be opened to receive public comment. We value the time and initiative members of the public take to share their thoughts with the Board. The Board's role during public comment is not to immediately respond, but to listen. If there is follow-up necessary, we will direct our Superintendent to do so. Remember that we all model the way for our students, and we ask that everyone share their thoughts in a respectful way. Should any public comment include complaints regarding a personally identifiable District staff member, the Board chair may direct the speaker to the proper administrative process found in Board policy KL which can be found on the table near the entrance of the room and on the District's website. Anyone who has filled out a public comment card is now asked to step forward and state their name and address. Please note that speakers will have three minutes to express their thoughts.*

## 8. COMMUNICATION

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

**Description:** Supt. Gardner will give the Board an oral report on the District and legislative issues regarding education. This will include a review of discussions from the Long Range Facilities Master Planning Committee meetings since the last board meeting.

### 2. Business Director's Report: Jane Nofziger

**Description:** Business Director Jane Nofziger will introduce Mike Vetter as the new NSSD Food Services Director. In addition, she will submit the January 2020 financials and the 2020-2021 draft budget calendar for review.

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### **POSSIBLE MOTION- APPROVAL OF BUDGET CALENDAR**

*Motion that the board approves the 2020-2021 District Budget Calendar as presented (or modified).*

**Motion Made By:**

**Vote:**

### 3. Student Success Act Update: Dave Bolin

**Description:** Assoc. Supt. Dave Bolin will provide an update on the District's progress to apply for Student Investment Account funds. His most recent newsletter is available to view on the District's website and also at this link. <https://www.smores.com/j4vst>

11

### 4. Community Engagement Report: Tass Morrison

**Description:** CE Engagement Committee Chair Tass Morrison will review the minutes from the most recent meeting.

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### 5. 2019-20 Leadership Team Goals Update

**Description:** Goal updates are being compiled from the NSSD Leadership Team and will be added to the board packet prior to the meeting.

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## 9. NEW BUSINESS

### 1. Consent Agenda

**Description:** In order to make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. Any item placed on the Consent Agenda may be removed at the request of any Board member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.

1. *Approval of Minutes*

43

**Description:** The minutes from the board meeting last month have been attached for the Board's review.

- January 16, 2020 -Regular Session Minutes

2. *Action on Consent Agenda*

**Description: MOTION- CONSENT AGENDA**

***Motion that the Board approves the Consent Agenda which includes 9.1.1.- January 16, 2020- Regular Session meeting minutes.***

**Motion Made By:**

**Vote:**

2. **Budget Appropriation Transfer Resolution #022020B: Jane Nofziger**

48

**Description:** Business Director Jane Nofziger will request that the Board approve a motion for an increase in expenditure authority for Measure 98 funds due to the fact that it was fully-funded by ODE.

MOTION-RESOLUTION #022020B

*BE IT RESOLVED THAT THE BOARD OF DIRECTORS APPROVES RESOLUTION #022020B FOR THE TRANSFER OF APPROPRIATIONS BETWEEN FUNCTIONS AS FOLLOWS:*

*Decrease Fund 200, Function 6000 Contingency by \$200,000*

*Increase Fund 200, Function 1000 by \$200,000*

Motion Made By:

Vote:

3. **Excise Tax Resolution #022020C: Jane Nofziger**

49

**Description:** Senate Bill 1036 allows school districts to impose a tax on new construction measured by the square footage of improvements. These revenues must be used for capital improvements or repayment of capital improvement debt. The rate has been increased by the Oregon Dept of Revenue and the Board must approve a motion to impose the new rate.

MOTION-RESOLUTION #022020C

***Motion that Board approves Resolution #022020C to accept the School Construction Tax Increase as published by the Oregon Department of Revenue for 2019-20 to \$1.35 per square foot for residential and \$.67 per square foot for non-residential, with a non-residential maximum of \$33,700 - effective March 1, 2020***

**Motion Made By:**

**Vote:**

**4. Bond Resolution: Andy Gardner**

**Description:** The NSSD Long Range Facilities Master Planning Committee passed a motion at their February 5, 2020 meeting to recommend that NSSD Board of Directors submit a general obligation bond for school facility improvements to voters in the May 2020 election. The Board will deliberate this recommendation and consider a possible motion.

**10. INFORMATION ONLY**

**1. Student Enrollment:**

**50**

**Description:** Current enrollment, as of 2/14/20, is approximately 2265.

School	
Mari-Linn	216
Sublimity	386
Stayton Elementary	378
Stayton Intermediate	183
Stayton Middle	377
Stayton High	725
Totals	2265

**2. Field Trip Report:**

**51**

**Description:** A list of field trips planned or taken since for the current school year has been included in the packet. Trips added since the last report are highlighted in yellow and overnight trips are indicated in red.

**3. Upcoming Events & Activities:**

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

[www.staytonevents.com](http://www.staytonevents.com)  
[www.nsantiam.k12.or.us.com](http://www.nsantiam.k12.or.us.com)

February 20, 2020: Chamber of Commerce Awards Banquet  
11:30 am @ Foothills Church

SHS Drama Production of Little Shop of Horrors  
Feb 21,22, 28 & 29 @ 7:00 pm

TBA: SHS National Honor Society Induction Ceremony  
6:00 pm @ Stayton HS auditorium

March 5, 2020: Special Session (Licensed Contracts)  
6:00 pm @ District Office

March 12, 2020: Long Range Facility Master Planning Meeting  
6:30 pm @ Stayton Elementary School

March 19, 2020: Regular Session Board Meeting  
6:00 pm @ Sublimity School

April 15, 2020: NSSD hosts Chamber Greeters  
8:00 am - 9:00 am @ District Office

April 16, 2020: Regular Session Board Meeting  
6 pm @ Mari-Linn School

#### 4. Future Agenda Items:

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**Description:** 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.

#### 11. BOARD ANNOUNCEMENTS

**Description:** Announcement for the current month:

**Board Greeter for next month:**

**Possible future agenda items:**

#### 12. ADJOURN

**Description:** 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.*



**RESOLUTION 022020A**

**WHEREAS**, the education of youth is essential to the future of our community, state, country and world; and

**WHEREAS**, classified employees are the backbone of our public education system; and

**WHEREAS**, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

**WHEREAS**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

**WHEREAS**, our community depends upon and trusts classified employees to serve students; and

**WHEREAS**, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

**NOW, THEREFORE, BE IT RESOLVED** that the North Santiam School District Board of Directors proclaims March 2-6, 2020, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

**BE IT FURTHER RESOLVED** that the North Santiam School District Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted February 20, 2020.

Signed:

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Mike Wagner, Board Chair

Attest:

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Andy Gardner, Superintendent

**2019-20 BOARD FINANCIALS - GENERAL FUND  
REVENUE AND EXPENSE PROJECTIONS**

	ACTUALS						PROJECTED						Totals	Budget	% of Budget	
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June				
<b>REVENUES:</b>																
Local Sources																
Property taxes -R1111:R1112	19,156	36,460	16,286	11,173	5,451,758	346,813	52,068	25,967	130,000	24,605	29,317	150,000	6,293,602	6,210,000	101.35%	
Tuition other districts in the state (R1312)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	
Investment Earnings -R1510	56,968	17,964	17,799	16,888	18,950	25,882	26,420	15,200	15,200	15,200	12,500	12,500	251,471	189,915	132.41%	
Admissions, Fees, Rents, R1710:R1910 & R1330	0	23	161	13,356	8,050	166	4,111	0	0	0	0	0	25,866	52,500	49.27%	
Other local Sources R1940:R1990	503	625	3,664	175	35	1,031	89	825	479	2,500	0	25,000	34,927	35,000	99.79%	
0													0			
County School Funds R2101	0	0	0	0	0	12,549	0	0	45,000	0	0	0	57,549	45,000	127.89%	
Restricted Revenue - PTP R2200 & R3299	0	0	1,000	0	0	300	0	0	0	0	650	0	1,950	0		
WESD Regional Transit (2106)	0	0	0	0	0	0	0	3,000	0	0	0	0	3,000	10,000	30.00%	
WESD Transit Fund R2102	0	0	0	0	0	155,000	0	155,000	0	155,000	0	155,000	620,000	640,000	96.88%	
State Sources																
School Support Fund R3101	2,657,691	1,328,048	1,328,048	1,328,048	1,328,048	1,328,048	1,328,048	1,328,048	1,328,048	1,328,048	1,328,048	0	15,938,171	15,940,335	99.99%	
School Support Fund High School Disability	0	0	0	0	0	0	0	0	0	0	10,000	0	10,000	10,000		
St Sch Fd-Prior Year Adjustment R3101.5	0	0	0	0	0	0	0	0	0	0	(250,000)	0	(250,000)	(50,000)	500.00%	
Common School Fund R3103	0	0	0	0	0	0	0	0	107,450	0	0	107,475	214,925	214,950	99.99%	
State Timber R3104	0	0	0	0	0	508	0	50,000	0	50,000	0	0	100,508	250,000	40.20%	
Federal Sources																
Restricted Revenue - Fed Gov. to State 4500	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Federal Forest Fees R4801	0	0	0	0	0	0	0	0	0	0	2,500	0	2,500	7,500		
Interfund Transfers																
Beginning Fund Balance - est R5400	2,250,000	0	0	0	0	0	0	0	0	0	0	0	2,250,000	2,000,000	112.50%	
Total Monthly Revenue	2,734,318	1,383,120	1,366,959	1,369,639	6,806,841	1,870,297	1,410,736	1,578,040	1,626,177	1,575,353	1,133,015	449,975	25,554,469	25,554,469	100.00%	
<b>Cumulative Revenue</b>	<b>4,984,318</b>	<b>6,367,438</b>	<b>7,734,397</b>	<b>9,104,036</b>	<b>15,910,877</b>	<b>17,781,174</b>	<b>19,191,910</b>	<b>20,769,949</b>	<b>22,396,127</b>	<b>23,971,479</b>	<b>25,104,494</b>	<b>25,554,469</b>	<b>25,554,469</b>	<b>25,555,200</b>	101.79%	
<b>EXPENDITURES BY OBJECTS</b>																
100 Salaries	221,913	259,975	1,005,668	978,791	971,407	967,733	946,221	980,865	980,865	980,865	989,865	2,272,293	11,556,461	11,771,481	98.17%	
200 Employee Benefits	120,466	159,697	700,947	622,280	598,483	605,489	608,897	620,000	622,700	620,000	620,000	1,704,340	7,603,300	8,123,841	93.59%	
300 Purchased Services	56,873	103,175	162,771	227,274	276,152	229,959	316,024	300,000	300,000	300,000	345,000	475,000	3,092,228	3,105,316	99.58%	
400 Supplies	34,135	53,917	82,340	102,268	47,929	23,675	86,629	80,420	65,565	85,000	45,000	95,000	801,879	802,182	99.96%	
500 Capital Outlay	0	0	0	0	0	0	0	0	14,889	5,748	10,000	54,000	84,637	84,650	0.00%	
600 Dues, Fees, Other	237,217	(24,213)	21,187	633	1,497	553	7,135	3,205	68,700	1,534	1,500	58,000	376,948	379,730	99.27%	
700 Transfers to other Funds	0	0	0	0	0	0	0	0	0	0	0	18,000	18,000	18,000	100.00%	
800 Contingency/Unappropriated	0	0	0	0	0	0	0	0	0	0	0	0	0	1,270,000	0.00%	
Total Monthly Expenditure	670,604	552,551	1,972,914	1,931,246	1,895,467	1,827,408	1,964,907	1,984,490	2,052,719	1,993,147	2,011,365	4,676,633	23,533,452	25,555,200		
<b>Cumulative Expenditure</b>	<b>670,604</b>	<b>1,223,155</b>	<b>3,196,069</b>	<b>5,127,315</b>	<b>7,022,782</b>	<b>8,850,190</b>	<b>10,815,097</b>	<b>12,799,588</b>	<b>14,852,306</b>	<b>16,845,453</b>	<b>18,856,819</b>	<b>23,533,452</b>	<b>23,533,452</b>	<b>25,555,200</b>	92.09%	
<b>EXPENDITURES BY FUNCTION</b>																
1000 - Instruction	22,767	51,197	1,159,454	1,163,145	1,169,039	1,216,335	1,118,635	1,139,500	1,201,922	1,125,999	1,150,000	3,481,800	13,999,793	14,494,990	96.58%	
2000 - Support Services	599,523	501,355	813,310	768,108	726,429	610,953	841,728	840,000	848,297	858,966	853,365	1,154,833	9,416,866	9,639,344	97.69%	
3000 - Community Services	2,374	0	150	(7)	0	120	400	90	0	3,182	2,500	4,500	13,309	13,866	95.98%	
5000 - Debt Service / Transfers	45,940	0	0	0	0	0	4,144	4,900	2,500	5,000	5,500	35,500	103,484	137,000	75.54%	
6000 - Contingencies	0	0	0	0	0	0	0	0	0	0	0	0	0	800,000		
7000 - Unappropriated Balance	0	0	0	0	0	0	0	0	0	0	0	0	0	470,000	0.00%	
Total Monthly Expenditure	670,604	552,551	1,972,914	1,931,246	1,895,467	1,827,408	1,964,907	1,984,490	2,052,719	1,993,147	2,011,365	4,676,633	23,533,451	25,555,200		
<b>Cumulative Expenditure</b>	<b>670,604</b>	<b>1,223,155</b>	<b>3,196,069</b>	<b>5,127,315</b>	<b>7,022,782</b>	<b>8,850,190</b>	<b>10,815,097</b>	<b>12,799,587</b>	<b>14,852,306</b>	<b>16,845,453</b>	<b>18,856,818</b>	<b>23,533,451</b>	<b>23,533,451</b>	<b>25,555,200</b>	92.09%	
<b>Month End Balance</b>	<b>4,313,714</b>	<b>5,144,283</b>	<b>4,538,328</b>	<b>3,976,721</b>	<b>8,888,095</b>	<b>8,930,983</b>	<b>8,376,813</b>	<b>7,970,362</b>	<b>7,543,820</b>	<b>7,126,026</b>	<b>6,247,675</b>	<b>2,021,017</b>				



***DRAFT***

**2020-21 DISTRICT BUDGET CALENDAR**

February 20, 2020	<b><i>School Board Meeting 6:00 PM</i></b> Budget Calendar Discussion Location: SES Multi-Purpose Room
March 19, 2020	<b><i>School Board Meeting 6:00 PM</i></b> Approve Budget Calendar Budget Committee Member Discussion Location: Sublimity Cafeteria
April 16, 2020	<b><i>School Board Meeting 6:00 PM</i></b> Appoint Budget Committee Members Location: Mari-Linn Elementary Library
April 22, 2020	<b><i>Publish First Notice of Budget Meeting in Local Newspaper and on the District Website</i></b>
May 14, 2020	<b><i>Budget Committee Meeting 7:00 PM</i></b> Elect Budget Committee Officers, Budget Assumptions, Revenue Update, Proposed Budget, Budget Message Location: District Office
May 28, 2020	<b><i>Budget Committee Meeting 6:00 PM (if requested)</i></b> District presents information in response to questions Approval of Budget and Tax Levies Location: District Office
June 5, 2020	<b><i>Publish Notice of Budget Hearing in local newspaper and on the District website</i></b>
June 18, 2020	<b><i>Budget Hearing 5:30 District Office</i></b> <b><i>School Board Meeting 6:00 PM</i></b> Budget Hearing/Board Adopts Budget and Tax Levies Location: District Office

**North Santiam School District  
Student Success Act Board Update  
REVISED OUTCOMES and STRATEGIES  
February 20, 2020**

**Overview:** The draft of the Student Investment Account application is nearing completion and will be provided to you prior to the March Board meeting. The outcomes and strategies have been revised using additional guidance from ODE and with support from the WESD. The outcomes and strategies are the foundation of the application. The District will have multiple activities to support the implementation of each strategy below.

The approach will be to list many of the activities generated with stakeholder input and then establish a high, medium, or low priority. This will provide the district flexibility over the next three years to meet the identified outcomes and respond to the dynamics associated with the availability of additional staff support personnel.

<b>NSSD Student Success Act</b>		Relevant Strategy				
		S1	S2	S3	S4	S5
Outcome	NSSD will provide a safe social and emotional learning environment.	X			X	X
Outcome	NSSD will create and maintain culturally responsive classroom environments for all students.		X	X		X
Outcome	NSSD will decrease academic disparities of students with disabilities, students navigating poverty, and our emerging bilingual students.		X	X		X
Outcome	NSSD will establish an inclusive and barrier-free environment in which every student will fully benefit. All students will have access and opportunity to a high-quality education.	X	X	X	X	X
Strategy #1	Create and implement a comprehensive school behavioral and mental health system to support all students' social-emotional and behavioral learning needs.					
Strategy #2	NSSD will increase the academic achievement of all students by using culturally responsive and evidence-based classroom practices (STAR framework, WICOR strategies, and academic language support), and build capacity for general education teachers to support learners in our focal groups.					
Strategy #3	Ensure standards-based curriculum is inclusive to culture, disability, race, gender, and language with equitable learning supports and opportunities.					
Strategy #4	Increase coordination of services to support multi-tiered level supports for the mental health and academic learning needs of focal group populations.					
Strategy #5	NSSD will implement inclusive and equitable practices in all settings to establish a welcoming, safe, and inclusive environment. NSSD will develop methods to ensure equity and removing barriers for success for all students.					



**COMMUNITY ENGAGEMENT MEETING MINUTES**  
**Santiam Meeting Room**  
**February 11, 2020 ~ 10:30 am**

Committee Objective: In doing what is best for all 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.

Committee Chair: Tass Morrison Committee Members: Andy Gardner, Dave Bolin, Alisha Oliver, Mike Miller, Gary Rychard, Janine Moothart, Susy Saray, Alan Kirby and Tonia Whisman

The Committee Chair called the meeting to order at 10:35 am. Present: Andy Gardner, Tass Morrison, Alisha Oliver, Mike Miller, Alan Kirby, Susy Saray, Gary Rychard, Dave Bolin and Tonia Whisman.

**AGENDA – standing agenda items are indicated in red**

**1. Approval of previous meeting minutes**

**Motion to approve the minutes from the Jan 9, 2020 meeting.**

**Motion Made By: Gary Rychard**

**Vote: unanimous**

**2. Brochure/Website Update:**

**a. Brochures/Janine (delivered in writing as she was not present for the meeting)**

- the annual report has been translated into Spanish and is being printed
- the SHS brochure has also been translated to Spanish and is complete.
- the updated District-wide brochure is in process, a mock-up has been developed. She is working with Andy and Mike for messages and to obtain updated photos.
- work will begin soon on the development of a tri-fold brochure with bond info which can be shared with the community should the NSSD Board vote to put a bond on the May '20 ballot.
- she will be meeting with Alan Kirby to get updates on CTE
- an article has been submitted to *Our Town* regarding the new Food Service Director and Toni Silbernagel's departure to ODE/long-standing service to the District
- she has submitted an ad for the North Santiam Chamber of Commerce Visitor's guide

**b. Website/Tonia**

A high school student is currently reviewing the SHS website, page by page, to find outdated and missing information. She will then work to obtain and post information and photos.

**3. Social Media Review**

Dave reviewed data from the mobile app and teacher messaging. The Smore digital newsletters continue to be viewed at high levels and are a great way to communicate to large audiences.

**4. Student Success Act Update**

Dave shared the input from stakeholders which identified common themes, strengths and challenges. A key theme from all stakeholders (parents, staff and students) was Health and Safety. 50% of staff, 20% of parents and 32% of students rated "meeting students' mental and behavioral health needs" as their top priority category. The Committee reviewed the stakeholder input as well as data regarding topics such as absenteeism, 3<sup>rd</sup> grade English Language Arts scores, behavior and "on track to graduate" rates as they pertain to all District students versus those in the SSA focus groups (Students with Disabilities, Emerging Bilingual Students, Students of Color, and Students Navigating Poverty).

He also shared a list of proposed activities (or actions) that the District may consider including in the Student Investment Account application. He indicated he will be attending another training from ODE later in the week and will continue seeking input from stakeholders regarding the information he presented during the CE meeting.

The Committee noted there was no data disaggregated by gender and they would be interested in seeing that if it's available. They were also interested in seeing comparisons in outcomes between larger sized classes compared to smaller classes as well as blended grade classes versus non-blended classes.

**5. LRFMP Committee Debrief & Next Steps**

Andy announced that the NSSD Long Range Facility Master Planning Committee voted the previous week to recommend that the NSSD Board of Directors submit a general obligation bond for school facility improvements to voters in the May 2020 election. He reviewed the voter survey from Patinkin Research Strategies that was performed at the end of January 2020 and noted specific topics that should be included in the informational messaging to the public.

**6. Stayton/Sublimity Chamber of Commerce Awards –Feb 20 @ 11:30 am**

The District has secured a table at the event. The following committee members are planning to attend: Andy, Alan, Janine, Tass and Alisha. In addition, SHS administrators will attend in to honor the SHS Future First Citizen, Carlin Croff. Board member Erin Cramer will also be present as he is receiving the Distinguished Service Award. Tonia will check Mike Wagner's (NSSD Board Chair) availability to attend.

**7. Public School Week-February 24-28, 2020**

The Committee suggested using this week to highlight the great things happening in our schools. Alan announced there will another parent night at SHS that will be delivered in Spanish and cover topics such as career pathways, college readiness and other the resources that are available to students and parents. It will be on February 27 at 6 pm in the SHS library. Dave suggested messaging around the teacher in-service day that just occurred on Jan 29<sup>th</sup> that focused largely on social/emotional health and development since this was a recurring theme in the SSA stakeholder survey.

**8. Article ideas/timelines for *Statesman Journal/Our Town***

It was suggested that if there is only room for one article in the March edition of *Our Town*, it might be best to pull the story about the District's departing/new Food Services Directors and replace it with one pertaining to the bond.

Other suggestions for articles:

- [Teacher In-service in February on Social/Emotional Health](#)
- [Booster Club Dinner/Auction outcome](#)

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**Items for the future agendas:**

**Policy KH-Public Gifts/Donations to the District & KH-AR-App. for Acceptance of Gift**

**Adjourn**

The Committee Chair adjourned the meeting at 11:50 am.



North Santiam School District

## Leadership Team Quarterly Board Report

February 2020

### Stayton High School

Principal: Susanne Stefani Assistant Principals: Vicky Storey/Darren Shryock

#### **Immediate Goal**

**Re-establish a building staff council which will include a diverse group of staff that meets regularly to provide input and feedback to the admin team.**

#### *Progress:*

Site Council continues to be a group of representatives of the staff who addresses issues ranging from classroom concerns to systemic issues. Currently, they are bringing back ideas from the larger staff on tackling the ongoing problems with cell phone use in classrooms.

We have started some recent work with licensed staff to define and refocus our vision and mission. Site Council will take a lead in continuing that work by helping us narrow our focus and, hopefully, craft a mission this spring. They will also vet our communication expectations--a promise for improved communication from our teachers to parents--before we share it with other stakeholders.

#### **Intermediate Goal #1**

**Strengthen student organizational skills. Students school-wide will receive increased, evidence-based instruction on organizational habits and tools based on AVID teaching strategies.**

#### *Progress:*

After identifying a struggle with consistent teacher implementation of the binders and Tuesday Guide Group, we had a "reset" session of professional development on February 3. That involved clarifying the "why"--again--behind our building goal and altering the "how." We shifted expectations for use of Tuesday Guide Group time away from completing a weekly reflection sheet and made a schoolwide "organizational system" (could be a paper planner, could be a phone app--but must be a demonstrable system the student uses and can produce) the priority.

I followed that effort with a message to parents so that they can support us at home. I'm curious about parents' perception of that focus and if they consider their student's organizational system a viable way to keep tabs on their academic tasks.

#### **Long Range Goal**

**Improve student conduct. The spring 2020 TELL survey will show a 20% increase in perceptions of accountability by students, staff and administration.**

#### *Progress:*

In January, we surveyed our staff using the same statements/criteria as were listed in the 2018 TELL Survey and which were used to draft this long-range goal. The positive movement indicated by those results is exciting:

Students at this school understand expectations for conduct.	From 79 to 85%	(+6)
Students at this school follow rules of conduct.	From 50 to 54%	(+4)
Policies and procedures are clearly understood by the faculty.	From 50 to 86%	(+36)
Teachers consistently enforce rules for student conduct.	From 33 to 49%	(+16)
Admin support teachers' efforts to maintain discipline.	From 57 to 81%	(+24)
Our students are improving their on-time arrival to classes.	(No data)	78%

## SHS Athletics- VP/Athletic Director: Darren Shryock

The winter has been very good so far for Stayton athletics. Both basketball teams are competing very well and are on track to make the play-offs. Wrestling has some outstanding individual performances so far headlined by Eli Howard who has won some tournaments and hopes to place at state. Swimming has set school records already, and more are sure to come. Due to some injuries, cheer decided to not compete at state this year, but they continue to perform at basketball games and are having a good season. The state dance competition is on the horizon, and the Highlights will again be in the mix to be crowned state champions.

The student leadership team that was formed at the beginning of the year to eliminate ejections has been awesome. They have led their teams, and our kids are doing an excellent job of showing fantastic sportsmanship across the board.

The "In This Gym" campaign we started has been adopted by the OSAA. Now, all Oregon schools can replicate the form we created. When you go to away games, you will likely see our flyer displayed with the opposing school colors and name.

The Nike gear program has been a big success. We have honored an "Athlete of the Month" each month, and the kids who are nominated and receive the award express great pride in being honored that way. The standard is very high for even being nominated, and our kids are rising to the challenge.

## College and Career Pathways Coordinator: Alan Kirby

**Goal #1: By the end of the 2019-20 school year, SHS Pathways will become visible and known to students, both at the high school and middle school levels.**

**Action steps to date:**

- Posters are being developed currently which highlight the pathway, classes at SHS, and careers that come from those pathways (including amount of training and compensation). Proofs of these posters are nearing completion now, I am hoping to get one printed to check for size, visibility, and clarity. The goal is for these to be up in middle and high schools at least a week before students forecast for next year.
- Pathways have been audited to see if what we offer matches what is in the curriculum guide. There have been some small and some large changes:

- Several pathways had courses listed that we are no longer offering, or new courses. These have been updated in the curriculum guide.
- We have done away with the “Criminal Justice” pathway, as there were not enough classes to support it. We are instead replacing it with a broader one: Emergency and Social Services. This pathway will include direction towards police, fire, and EMT, and also law and social work/counseling. We will be adding a new, pathway required class, **Introduction to Law**, for next year.
- We are adding “**Business Ownership and Marketing**” to the business pathway for next year. This will give students an “advanced” level of work to go with “introduction to business.”
- We are adding a **new pathway, Education**. This will come with the addition of two new classes: **Introduction to Education**, and **Education 2/Teacher Cadets**. Introduction to Education is a mostly “in house” course that looks at fundamental issues of education, current events, philosophies, trends, careers, and more. Education 2 will be mostly “in the field” with students partnering with teachers throughout the district, and having an opportunity to interact with students of different ages. This will also be a “college credit now” class with Chemeketa credit available.

**Goal #2: All seniors will have an attainable post-high-school plan that is accessible and known by SHS staff.**

*“How can I and other SHS staff help seniors take the next steps they need, towards post high-school success and effective, career based employment?”*

**Action steps update:**

- **The college and career corner is up and running.** I am using this space to meet with students (mainly seniors) one on one. At this point, I have met with the vast majority of seniors not already getting transition services, or who are taking alternative education paths (including GED and early college, though I have met with some of these students). I have worked with students on filling out FAFSA information, finding scholarships, answering questions about colleges, and so forth. I’m starting another round with selected students, to follow up on previous conversations.
  - My main goals in these meetings are to help students know what steps they need to take next, and also to eliminate barriers towards their futures. I also help them look at all options, whether that be school options, ways to enter trade programs, and so forth.
  - Seniors, some parents, and some Juniors are now requesting meeting times with me, which tells me that they understand the value of having someone they can discuss these issues with specifically.
  - Information from these meetings is tracked on a spreadsheet that the counseling office can access.
  - I have set a school goal for a 64% completion of the FAFSA for the class of 2020, which would be a 10% increase from last year. We are currently at about 41% so there remains work to do in this area.
  - Planning to meet with all 11th graders (in classrooms, no individually) this spring, to get them jump started towards next year.
- **Survey given to seniors** to get background on their plans given in October. Survey given to Juniors in February (more on the below).
- **Newsletter updates** are sent to 10th-12th grade students and parents, as well as staff. These updates include upcoming events/field trips, advice, and scholarship information. My newsletter garner from 800 to 2,700 views each, and tend to lead to questions and requests for more information from students and parents.
- **College/Career Events to date:**

- **“College Application Week,”** with counseling in the fall, and included an evening event “how to get to college 101.”
  - **Engineering Day:** I’m taking a small group of SHS students to this event in February
  - **Portland Workforce Alliance Trade Fair:** I’m planning to take students to this event on March 10.
  - I’m in the initial stages of planning a **“college decision day” event** for May 1 that will highlight the places students are choosing to gain further education, college, trade school, etc.
- Specifically supporting/working with the **AVID 12 class** to ensure they have support towards college applications, etc.

**Goal #3: Student Engagement Nights: During 2019-20, we will create and host two events to specifically target and engage underrepresented students**

- *A chance to talk about the resources we offer*
- *Ability to connect with students and families, discuss pathways of opportunity*
- *Guest speaker*

Our first ever night for Spanish speaking parents, with Spanish speaking presenters, was held in October. A former SHS student who went to U of O and Chemeketa came to speak to parents and students. Attendance was light, but we also got feedback from those in attendance and will be planning another such event in the Spring. It is set for February 27.

**Goal #4: After gaining input from students, staff, district, and community, SHS will develop at least one more ODE approved pathway/Program of Study**

- Current ODE programs of study: Biomedical Science, Business, Agriculture, Manufacturing and Construction
- We will be adding the “education” pathway, but this will not be a program of study, yet.
- We are changing “criminal justice” to be “emergency and social services” and it is possible this may be an ODE pathway in the future, once we get it going.

**Other news and activities**

- **Regional CTE Building Update:** The planning team has worked on logistics towards making this happen, and there is now work being done to find a location that is central to the rural districts. We identified specific areas of study that we want to house there, that would either expand on the programs we have or would be a program that is very difficult for us to offer in our individual schools, such as automotive.
- **Job/Career Fair:** Partnered with Shangri-La in January and had a very successful community job and career fair. Students (and community members) learned more about trade programs, interviews, colleges, job resources, military options, and more. We had over 80 participants and a lot of energy, and even some people who left with scheduled interviews. We will plan to do this again next year!
- **9th on Track:** Per Susanne’s request, I have been working with a team on this process to ensure it continues effectively. Initial reports have the current 9th grade class at 89.5% on track.
- Working with Jane and district leadership on updated **HSS funding and reporting requirements.**
- **WESD** is putting in place a way for students to be matched with industry related to their interests. The goal is to get students exposure, work based learning, and other experiences related to coursework, skills, and future plans that students are a part of. The 11th graders took a survey to help identify what they are looking for. Some have called the system a “match.com” for our students, working to match them with the right industry exposure and opportunities, and from industry to student as well. I have met with several local businesses about this, including Modern Building Systems this week.

- Working to integrate “**New World of Work**” **professional skills** into the curriculum for guide group and CTE courses over time. This is also work coordinated with the WESD. These skills have lessons and activities that are open-source and available for us to use, and help students think about/tie together their learning in the classroom with what industries need in the workplace. Students who engage in **work-based learning** with employers on-site will also focus on 1-2 of these skills while there, so there will be effort by the employer and student both to ensure they are having a learning experience, not just “making widgets” while there.
- **Executive Board Member for ACTE Oregon.** I attended the ACTE National Conference in November. We are planning our state conference for April, in Bend, OR. I’ve been encouraged to run for president of Oregon ACTE, and that vote will take place shortly.
- **I am now a member of the board for the Stayton/Sublimity Chamber of Commerce.**
- “**Stayton Outbound**” is a series of outside-of-school activities designed to help students feel connected with other students and staff, improve relationships, and also to give them a chance to do things they may not be able to do otherwise. I took over 20 students to a Ducks game last month. This month, I will be taking students to cosmic bowling in Keizer, and in March, to “Frozen” on Broadway.

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

***Mission Statement***

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

Developed by staff during in-service  
August of 2017

***Vision Statement***

Culture. Relationships. Future Ready.

Developed by Leadership Team  
December 2018

**Current Activities: See SMORE newsletters below:**

- [SMS February 7, 2020](#)
- [SMS January 23, 2020](#)
- [SMS January 8, 2020](#)
- [SMS December 12, 2019](#)
- [SMS November 20, 2019](#)
- [SIS February 2020](#)
- [SIS January 2020](#)
- [SIS December 2020](#)

**Immediate Goals 2019-20**

***By June 2020, each grade level at SIS/SMS will continue work towards closing their cohort gap average in relation to the state average in both ELA and Math SBAC tests.***

## ***Theory of Action***

**If we** align our curriculum, content, CCSS and SBAC Interim assessments  
**Then** measure our students quarterly, at a minimum, we will see where student's gaps in learning are  
**And** we can adjust instructional practices in order to meet the needs of ALL students.

### Action Steps Immediate Goal 2019-20

- SBAC Interim Assessments Pilot 4th and 5th Grade (SBAC Interims)
  - It was my understanding that the pilot project was a two year commitment. It was not and we are not participating this year.
  - Our teachers continue to use the Interim Assessments within their instructional practices.
- SBAC Interim Assessments 6th-8th
  - We have been using Interims in ALL 6th-8th Grade Math and ELA classes. Teachers have used their scope and sequence to match to SBAC Interims.
  - (2/14/2020) Our Teachers have aligned their use of the SBAC Interim Assessments with their scope and sequence. They continue to use them as Pre-Tests, Post-Tests and instructional tools.
- Align Interims with scope and sequence
  - Done
- DESSA Continued behavior rating scale (Devereux Elementary Student Strength Assessment)
  - Fall DESSA done on all students
  - 2/10/20: Winter DESSA surveys are open and teachers filling them out now
- RULER acronym for the five skills of emotional intelligence: Recognizing, Understanding, Labeling, Expressing and Regulating emotions.
  - Our Ruler team presented to staff during in-service. Classes and staff have developed class charters.
  - Mr. Olson met with Yale RULER Coach and is planning next steps for implementation with the RULER team.
  - 2/10/20:
    - RULER Team continues to meet monthly.
    - Mood Meter Training to ALL staff is complete
    - Mood Meter is starting to be implemented into our classrooms.
    - Restorative Justice strategies are beginning to be implemented.
      - SMS staff went through 2 hours of RULER module training and Restorative Circles training in the PM of 2/7/20 after the district-wide training in the morning.
    - RULER site visit from WESD to observe implementation
- Mentoring Elective
  - Is up and running. Seeing a positive impact on 90% of the students enrolled in the class.
  - (2/14/2020) We continue to modify our Mentoring Elective. We are running it very similar to our AVID elective, minus any tutors. They have been working on their Gratitude Essays.
- Advisory Time
  - Twice a month. Using this time for SEL, Binder Checks, Planner Checks. We have created a running google slide for our teachers to follow through the instruction and lessons.
  - 2/10/20: Students trained on mood meter
  - 2/10/20: Advisory time being used for AVID support in organizational accountability,

relational capacity between teachers and students as well as student to student.  
Advisory time is a school-wide effort.

- 2/10/20: RULER Charters built and revisited.
- STAR for ALL Students
  - All students in grades 4-8 have taken at least one STAR reading test. We are preparing for the second round with our 6-8th graders to look at their data.
  - (2/14/2020) All students have completed at least two STAR reading tests. We continue to look at data and move kids into yellow zone support if needed. We are also using the data to create discussions around what our master schedule will look like in the 2020-21 school year, and how we might provide yellow zone support to our 7th and 8th graders.

### **Intermediate Goal #1: 2019-20**

***By June of 2020, SIS/SMS will maintain AVID Certification while pursuing Highly Certified Status.***

#### ***Theory of Action***

**If we** use the Coaching and Certification Instrument (AVID CCI) along with our BERC Instructional practices, **Then** the four domains of AVID; Instruction, Systems, Leadership, Culture and the five essential components of BERC; Skills, Knowledge, Thinking, Application and Relationships will continue to lead our direction instructionally.

**And** obtaining Highly Certified Status will be attained for the benefit of ALL students at SIS/SMS.

#### **Action Steps Intermediate Goal #1: 2019-20**

- AVID Site Team will use the CCI as it's framework.
  - Done for the first quarter and on-going.
  - (2/14/2020) In the process of doing our CCI for mid-year.
- Collect evidence throughout the year.
  - On-going
  - (2/14/2020) On-going
- Site Team model and share effective AVID strategies with colleagues (PD).
  - On-going, we continue to do PD with our AVID modules aligned to our school goals.
  - (2/14/2020) All PD is designed like an AVID module. Mr. Olson, Mrs. Roth and I are always modeling AVID strategies regardless of the topic of our PD. During our February In-service the topic was Relational Capacity and RULER training. We designed our PD just like an AVID module in order for us to be consistent with our staff.
- Analyze student data in PLC's and Data Team meetings.
  - STAR reading reports
  - Red/Yellow zone data team meetings every six weeks.
  - Grade level Math data meetings monthly with Mr. Proctor
  - (2/14/2020) On-going STAR reports.
  - (2/14/2020) Data meetings for Red/Yellow zone students on-going.
  - (2/14/2020) Monthly Math data meetings with 4-8 grade PLC leads and Math teachers.
- Set high expectations for ALL students, staff and parents.
  - Continue to grow our culture through our relational capacity.
  - (2/14/2020) On-going every day.
  - (2/14/2020) PD has been designed and implemented around Culturally Relevant Teaching methods.

- Address equity issues/barriers (Master Schedule).
  - As a staff we continue to push more students to rigorous classes.
  - Looking at adding more advanced ELA and HS and Pre-Algebra classes for grade levels.
  - (2/14/2020) On-going as we prepare to create the master schedule for 2020-21.
- Continue to grow our AVID elective
  - 31 eighth grade students.
  - 21 seventh grade students.
  - Discussions have already begun about the 6th grade group of 135 students and making sure we are percentage based on AVID elective students for 2020-2021.
  - (2/14/2020) Creating the master schedule for next year that includes; one 8th grade AVID elective, two 7th grade AVID electives, one 6th grade AVID elective (new option).

## **Intermediate Goal #2: 2019-20**

***By June of 2020, students throughout the school will have the opportunity to routinely process content through writing and engage in the five phases of focused note-taking to demonstrate critical thinking.***

### **Theory of Action**

If we focus on the five phases of the FNT; taking notes, processing notes, connecting thinking, summarizing and reflecting on learning and applying learning,  
**Then** rigor will increase, achievement will increase  
**And** retention of content will increase and critical thinking will be evident.

### Action Steps Intermediate Goal #2: 2019-20

- Site team will use CCI to determine PD needs
  - Ongoing
  - (2/14/2020) On-going
- Use Implementation Science; Plan, Do, Study, Act to assess ongoing progress.
  - We are using it with our site team.
  - (2/14/2020) We continue to use and adjust goals with the site team. We have monthly meetings.
- Administrative informal walk-through data
  - Ongoing through informal and formal observations. BERC
  - AVID walks
  - (2/14/2020) We continue to do informal and formal observations.
  - (2/14/2020) We are preparing to host our fourth AVID Showcase on February 26, 2020 in our SIS building.
- AVID coaching with program manager (Bridget) and District Director (Nicole).
  - Ongoing
  - (2/14/2020) On-going
- Collect evidence through Advisory time
  - We have had four Advisory times to date. We have adjusted the schedule a bit based on teacher feedback.
  - We have running google slides of lessons for teachers to follow.
  - (2/14/2020) Advisory time is going great. This is where we are doing the majority of our SEL learning with our 7th/8th graders. Our 4th-6th are doing it during their morning meetings and their homeroom times.

- (2/14/2020) Advisory has been beneficial. We are discussing how to make it weekly next year during our master schedule meetings.

## **Long Range Goal: Outstanding Schools**

By June 2020, 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 eight characteristics of an outstanding school: **We continue to strive to be an outstanding school every day. See the attachments above as well as the progress on Immediate and Intermediate goals. (2/14/2020) We continue to work towards being outstanding every day. As was evident during our School Board Spotlight last month, our students and teachers have buy-in. It is also evident in our AVID surveys that we just completed. It is imperative that we continue to build on the momentum that has been created on this campus. Continuing to strive to meet the needs of ALL students. Continuing to address the Opportunity Gap for students by giving them choice. Continuing to provide Rigorous classes and content is critical, however rigor without support is a recipe for failure.** It is imperative to prioritize student learning by providing support.

- Safe and Orderly Environment
  - PBIS/Set
  - DESSA
  - RULER
- Climate of High Expectations for Student Achievement in a College-Going Environment
  - AVID
  - BERC
- Dynamic Instructional Leadership
  - BERC/STAR
  - AVID
- Collaborative work behavior with a focus on specific products
  - PLC Process
- Clear and Focused Mission
  - Vision and Mission created by staff for buy-in
- Opportunity to Learn for All
  - AVID
  - BERC/STAR
- Frequent monitoring of student progress
  - AVID
  - DESSA
  - RULER
  - STAR
  - SBAC Interim Assessments
  - Advisory Time
  - Mentoring
- Strong Community-Home School Relationships
  - AVID Parent Nights
  - Build on Community Engagement activities from prior year.
  - App for parents

(2/14/2020) Thank you to the board and district administration for your support. We strive to be great every day. AVID is not just a system to us, it is who we are. It gives us direction and guidance and provides the desire and passion to build relationships and create our future community leaders.

Culture. Relationships. Future Ready.

**Mari-Linn School  
Principal: Jeri Harbison**

**Immediate Goal: Academic Improvement**

Through increased rigor and scheduled intermittent progress checks using SBAC interim assessments, students at ML will perform at or above the state average on the SBAC assessments in the spring of 2020 grades 3-8.

- Teachers have has 4 opportunities to interact with the BERC Rubric in a learning walk
- Teachers grades 3-8 have used the Interim Assessments to gauge how students are performing on Statewide Benchmarks.
- Teachers continue to meet monthly to review data of successes and struggles for students in the areas of academics, attendance, and behavior.
- Students are referred through our new Student Intervention Team process that have not responded to interventions in the classroom.
  - 2 Students from Primary Grades have been referred this quarter to SIT
  - 1 Student from Intermediate Grades has been referred this quarter to SIT
  - 1 Student from Grades 6-8 has been referred this quarter to SIT

**Intermediate Goal #1: Behavior**

Through direct weekly SEL skill instruction, increased positive communications, and focused corrective behavior instruction using restorative justice strategies, ML students will decrease the negative behaviors as observed through office discipline referrals and student surveys by May, 2020.

	ODR-Disrespect	ODR-Disruption	ODR-Defiance	Total-Majors	In-School Suspension	Out School Suspension
2018-19	16	25	32	154	3	16
<b>November</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>21</b>	<b>3</b>	<b>1</b>
<b>February</b>	<b>4</b>	<b>9</b>	<b>8</b>	<b>71</b>	<b>5</b>	<b>5</b>

- Student Advisory Groups for grades 3-5 and grades 6-8 meeting with the principal monthly
- Weekly behavior and high flyer review with Behavior Specialist, Assistant and Principal
- Teacher monthly data review meetings
- Increased supervision during middle school lunch and PE
- Attendance Nudge letters sent home with student report cards

- Congratulation letters went out to students with 96% or better attendance
- Winter DESSA completed
- Teachers are using SEL lessons in their Classrooms
- At Risk Mentoring is in place
  - 5 students are responsible for 82 office referrals
  - The SAG continues to meet with the principal to plan celebrations
  - Weekly meetings are helping to provide information on identifying student needs
  - 7 students grades 6-8 show a risk score of 2.01-3.00
  - 13 students grades 6-8 with a risk score of 1.61-2.00
  - 173 students have 90% or better attendance rates
  - 36 students have an attendance rate between 81-90%
  - 7 students have an attendance rate of 80% or less.
  - Attendance Rate- 93.09%
  - Percent of Regular Attenders-80.09%

## **Intermediate Goal #2: AVID Readiness Implementation**

Through reflective study and exploration, the ML AVID leadership team will begin the first steps toward implementation of AVID schoolwide by May 2020.

- Two team members have attended the AVID National Conference in December
- Teachers are beginning to use AVID strategies in their classrooms.
- The teaching staff have attended an AVID strategy session during our inservice day.
- Our AVID team has been enrolled in the summer institute June of 2020
- The AVID team is discussing how we will track documentation

**Long Range Goal: Outstanding School: Mari-Linn 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 and Career Ready Environment
- Dynamic Instructional Leadership
- Collaborative work behavior with a focus on specific products
- Clear and Focused Mission
- Opportunity to Learn for All
- Frequent monitoring of student progress
- Strong Community-Home School Relationships

## **Community Building Events**

- PTA-BBQ Potluck and membership drive-Completed August 28th
- Continue Garden Club and Makers Lab activities with modifications
- Classroom Mentoring Buddies-on going throughout the year
- 70th Birthday Party for Mari-Linn-Dec. 5th-Completed Dec 5th
- Social Media & Technology Safety presentation for parents by ABC House-November 13
- Special Lunches-Completed for the year
- Family Fun Night Event in spring-March 5th

# Stayton Elementary

## Principal: Wendy Moore

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

### Comprehensive Needs Assessment Summary

**What data did our team examine?**

ORIS Domains

- Leadership, Talent Development, Stakeholder Engagement & Partnership, Well Rounded Coordinated Learning, Inclusive Policy & Practice

Student Staff Data Trends

- Academic (Oaks / SBAC), Behavioral (Argos and DESSA), Attendance, BEREC, Communication
- Other: (HS) on-track, HS Graduation

Stakeholder Input

- Certified TELL Survey, Certified Needs Assessment Survey, Classified TELL/Needs Assessment Survey, Parent Survey

**How did the team examine the different needs of all learner groups?**

- Administrative teams analyzed subgroup data (OAKS/SBAC, Needs Assessments, Attendance)

**How were inequities in student outcomes examined and brought forward in planning?**

- Student outcomes were identified as strengths or opportunities in the Comprehensive Needs Assessment Data Summary Analysis completed in the June Goal Workshop

**What needs did our data review elevate?**

- See [Comprehensive Needs Assessment Data Summary Analysis](#)

**How were stakeholders involved in the needs assessment process?**

- Certified TELL Survey, Certified Needs Assessment Survey, Classified TELL/Needs Assessment Survey, Parent Survey

### Long Term School Goals & Metrics

Long Term Goal	<p>By June 2020, 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:</p> <ul style="list-style-type: none"> <li>● Safe &amp; orderly environment</li> <li>● Climate of high expectations for student achievement in a college going environment</li> <li>● Dynamic instructional leadership</li> <li>● Collaborative work behavior with a focus on specific products</li> <li>● Clear and focused mission</li> </ul>
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Metrics	By 2020	By 2021	By 2022
	<ul style="list-style-type: none"> <li>● SBAC               <ul style="list-style-type: none"> <li>○ ELA - 52%</li> <li>○ Math - 53%</li> </ul> </li> <li>● BEREC -               <ul style="list-style-type: none"> <li>○ 90% of teachers scoring proficient</li> </ul> </li> <li>● RULER               <ul style="list-style-type: none"> <li>○ Year 1 implementation</li> </ul> </li> <li>● Regular Attenders               <ul style="list-style-type: none"> <li>○ 80%</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● SBAC               <ul style="list-style-type: none"> <li>○ ELA - 53%</li> <li>○ Math - 54%</li> </ul> </li> <li>● BEREC -               <ul style="list-style-type: none"> <li>○ 90% of teachers scoring proficient</li> </ul> </li> <li>● RULER               <ul style="list-style-type: none"> <li>○ Year 2 implementation</li> </ul> </li> <li>● Regular Attenders               <ul style="list-style-type: none"> <li>○ 82%</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● SBAC               <ul style="list-style-type: none"> <li>○ ELA - 54%</li> <li>○ Math - 55%</li> </ul> </li> <li>● BEREC -               <ul style="list-style-type: none"> <li>○ 90% of teachers scoring proficient</li> </ul> </li> <li>● RULER               <ul style="list-style-type: none"> <li>○ Full implementation</li> </ul> </li> <li>● Regular Attenders               <ul style="list-style-type: none"> <li>○ 82%</li> </ul> </li> </ul>

	(By 2020) <ul style="list-style-type: none"> <li>● AVID Elementary</li> <li>○ Meet certification requirements</li> </ul>	(By 2021) <ul style="list-style-type: none"> <li>● AVID Elementary</li> <li>○ Meet certification requirements</li> </ul>	(By 2022) <ul style="list-style-type: none"> <li>● AVID Elementary</li> <li>○ Meet certification requirements</li> </ul>
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**Initiative Alignment to Support School Goals**

Initiative/Program	How this initiative/program supports the school to meet goals
AVID	High quality instructional practice and feedback
BERC Evaluation	High quality instructional practice and feedback
SBAC Interim Assessments	A way to progress monitor student progress
RULER	SEL Support and Emotional Intelligence
Chronic Absenteeism	Monitors student attendance which affects learning progress
DESSA	Assessment of SEL Needs
PBIS	Clear routines and expectations focussing on positive feedback
PLC	High quality instructional practice and feedback
RTI	Responding to individual student learning needs
ELD	English Language Development for ELLs

**Annual Evidence Based Strategies, Measures and Actions**

<b>District or School Goal</b>	Immediate Goal 1: By June 2020, SES will increase our average percent proficient on the Smarter Balanced Assessments based on cohort performance from the 2018-19 school year.			
<b>What are we going to do?</b>	Strategy # 1.1 Written as a Theory of Action and reflects evidence-based practices	<b>Theory of Action Or AIMs/PDSAs</b> If we provide high quality instruction using AVID and BERC instructional strategies Then students will receive rigorous instruction And think at high levels which will result in an increase in academic performance in math and language arts.		
<b>How we will know the plan is working</b>	Measures of Evidence for Adult Actions (“then” statements”)	Fall Admin classroom observations with feedback to teachers on instructional practices.	Winter Admin classroom observations with feedback to teachers on instructional practices.	Spring Admin classroom observations with feedback to teachers on instructional practices.
	Measures of Evidence for Students (“and” statement)	Fall ELA - BAS - IAB  Math - End of Unit Assess - IAB	Winter ELA - BAS - IAB  Math - End of Unit Assess - IAB	Spring ELA - BAS - SBAC  Math - End of Unit Assess - IAB
<b>How we will get the work done</b>	Person or Team Responsible	Action Steps To be completed this year		Due Date
	3rd Grade	1. Plan, study, do around IAB, ELA and Math		Oct, Jan, Mar
	K - 3	2. BAS Assessment		Oct, Jan, Apr
	K-3	3. Go Math End of Unit Assessments		End of unit

	3rd Grade	4. IAB Assessments	Ongoing
		5. Interventions based on the above data	Ongoing
<b>ORIS Domain Alignment</b>	ORIS Domain(s) this strategy supports	<input type="checkbox"/> Leadership <input checked="" type="checkbox"/> Talent Development <input type="checkbox"/> Stakeholder Engagement and Partnership <input checked="" type="checkbox"/> Well-Rounded, Coordinated Learning <input type="checkbox"/> Inclusive Policy and Practice	
<b>Board Goal Alignment</b>		<input checked="" type="checkbox"/> Ensure that each student achieves measurable progress and personal growth each year <input type="checkbox"/> Provide quality 21st-century facilities and promote positive school climates <input type="checkbox"/> Promote student and staff involvement in the community and involve the community in our schools <input type="checkbox"/> Recruit, develop, value, and retain high-quality staff	
<b>Superint. Goal Alignment</b>		<input type="checkbox"/> TBA <input type="checkbox"/> TBA <input type="checkbox"/> TBA	

**Update on Goal 1:**

Just finished BAS reading assessment schoolwide. This was the first time we assessed kinders with BAS for the year so we will not have growth data for them until April. Growth data for grades 1-3 below.

	First		Second		Third	
	Oct	Jan	Oct	Jan	Oct	Jan
Above Grade Level	3%	9%	16%	23%	28%	37%
On Grade Level	24%	22%	17%	35%	16%	31%
Level 2 RTI	49%	30%	33%	11%	28%	24%
Level 1 RTI	24%	39%	33%	31%	28%	8%

<b>District or School Goal</b>	Intermediate Goal 2 By June 2020, Stayton Elementary will score at least a level 1 (meets certification standards) in the areas of instruction, culture, leadership and systems on their AVID certification.		
<b>What are we going to do?</b>	Strategy # 1.1 Written as a Theory of Action and reflects evidence-based practices	<b>Theory of Action Or AIMS/PDSAs</b> If we implement AVID in grades 2nd and 3rd Then teachers will use high quality instructional strategies And student engagement and achievement will increase.	
<b>How we will know the plan is working</b>	Measures of Evidence for Adult Actions	Fall AVID certification document	Winter AVID certification document

	("then" statements")	Admin classroom observations  AVID Formal visit from area director	Admin classroom observations	Admin classroom observations
	Measures of Evidence for Students ("and" statement)	Fall	Winter	Spring
<b>How we will get the work done</b>	Person or Team Responsible	Action Steps To be completed this year		Due Date
	AVID Site Team	1. Send 7 members to AVID Summer Institute		July
		2. Complete Initial Self-Study of CCI		September
	AVID Site Team	3. Write goals around data from CCI		October
	AVID Site Team	4. Implement Goals		October
	AVID Site Team	5. Evaluate progress toward meeting goals - adjust & modify goals as needed.		Jan, Mar
	Nicole	6. Quarterly feedback from district director		Oct, Jan, Mar, May
	Wendy/Nicole	7. Monthly check in meeting with district director		Sept-May
	Wendy/Nicole	8. Complete Final Evaluation of CCI		May
	AVID Site Team	9. Document AVID implementation		Sept - May
<b>ORIS Domain Alignment</b>	ORIS Domain(s) this strategy supports	<input type="checkbox"/> Leadership <input checked="" type="checkbox"/> Talent Development <input type="checkbox"/> Stakeholder Engagement and Partnership <input checked="" type="checkbox"/> Well-Rounded, Coordinated Learning <input type="checkbox"/> Inclusive Policy and Practice		
<b>Board Goal Alignment</b>		<input checked="" type="checkbox"/> <i>Ensure that each student achieves measurable progress and personal growth each year</i> <input type="checkbox"/> <i>Provide quality 21st-century facilities and promote positive school climates</i> <input type="checkbox"/> <i>Promote student and staff involvement in the community and involve the community in our schools</i> <input checked="" type="checkbox"/> <i>Recruit, develop, value, and retain high-quality staff</i>		
<b>Superint. Goal Alignment</b>		<input type="checkbox"/> TBA <input type="checkbox"/> TBA <input type="checkbox"/> TBA		

**Update Goal 2:** We continue to implement AVID Elementary at SES. We began AVID Elementary in 3rd grade last year and have begun implementing it in 2nd grade this year. We recently had a visit from a neighboring district to see how we are implementing AVID in our building. Bridget, AVID regional director, reached out to SES as she has been impressed with our level of implementation. We currently have an AVID site leadership team that meets monthly. This team looks at the AVID certification document to determine goals that we need to work on. I have attached: Document 1 is our current goals, document 2 is the October's site visit notes from Bridget and document 3 are notes from Nicole during her site visit in January.

<p><b>District or School Goal</b></p>	<p>Intermediate Goal 3: By June 2020, SES teachers will implement RULER per year 1 requirements established by WESD grant.</p>			
<p><b>What are we going to do?</b></p>	<p>Strategy # 1.1 Written as a Theory of Action and reflects evidence-based practices</p>	<p><b>Theory of Action Or AIMS/PDSAs</b> If we begin to implement the strategies around RULER Then staff and students will begin to recognize their emotions And develop strategies for dealing with them which will have a positive impact on student learning.</p>		
<p><b>How we will know the plan is working</b></p>	<p>Measures of Evidence for Adult Actions (“then” statements”)</p>	<p>Fall Staff will begin training on RULER.</p>	<p>Winter Staff will continue training around RULER</p>	<p>Spring Staff will complete training around RULER</p>
	<p>Measures of Evidence for Students (“and” statement)</p>	<p>Fall Students will begin to practice identifying their moods in classrooms where teachers have chosen to implement. Year 1 implementation is around staff - Implementation in the classroom is on a voluntary basis.</p>	<p>Winter Students will continue to practice identifying their moods in classrooms where teachers have chosen to implement. Year 1 implementation is around staff - Implementation in the classroom is on a voluntary basis.</p>	<p>Spring Students will continue to practice identifying their moods in classrooms where teachers have chosen to implement. Year 1 implementation is around staff - Implementation in the classroom is on a voluntary basis.</p>
<p><b>How we will get the work done</b></p>	<p>Person or Team Responsible</p>	<p>Action Steps To be completed this year</p>		<p>Due Date</p>
	<p>RULER Team</p>	<p>1. Train staff during August in-service around Charter - draft charter. Introduced Mood Meter and Meta Moments</p>		<p>August</p>
	<p>RULER Team</p>	<p>2. Finalize charter with staff - staff signatures</p>		<p>October</p>
	<p>RULER team</p>	<p>3. Staff training around Mood Meter</p>		<p>October</p>
	<p>Sean Aker</p>	<p>4. Observational Scan/School Walk Through #1</p>		<p>October</p>
	<p>Sean Aker</p>	<p>5. Administration of Start of Year Staff Survey</p>		<p>October</p>
	<p>RULER Team</p>	<p>6. Train staff on The Meta Moment</p>		<p>November</p>
	<p>RULER Team</p>	<p>7. RULER Mentor conference call</p>		<p>December</p>
	<p>RULER Team</p>	<p>8. Train Staff on The Blueprint</p>		<p>January</p>
<p>Sean Aker</p>	<p>9. Observational Scan/School walk Through #2</p>		<p>Feb/March</p>	

	Sean Aker	10. Administration of End of Year Staff Survey	Apr/May
	RULER Team	11. RULER Mentor conference call	May
	RULER Team	12. Revisit Staff Charter	May
	Sean Aker	13. Observational Scan/School Walk Through #3	May/June
<b>ORIS Domain Alignment</b>	ORIS Domain(s) this strategy supports	<input type="checkbox"/> Leadership <input type="checkbox"/> Talent Development <input type="checkbox"/> Stakeholder Engagement and Partnership <input checked="" type="checkbox"/> Well-Rounded, Coordinated Learning <input type="checkbox"/> Inclusive Policy and Practice	
<b>Board Goal Alignment</b>		<input checked="" type="checkbox"/> Ensure that each student achieves measurable progress and personal growth each year <input type="checkbox"/> Provide quality 21st-century facilities and promote positive school climates <input type="checkbox"/> Promote student and staff involvement in the community and involve the community in our schools <input type="checkbox"/> Recruit, develop, value, and retain high-quality staff	
<b>Superint. Goal Alignment</b>		<input type="checkbox"/> TBA <input type="checkbox"/> TBA <input type="checkbox"/> TBA	

**Update on goal #3:** I have highlighted all of the items we have completed. We have begun to train staff on The Meta Moment but have not completed it yet. We have slowed down the training schedule as we felt our staff needed more time with the mood meter. At this Friday's inservice our staff spent time aligning the mood meters that had been created at each grade level. The team decided that instead of a mood meter at each grade level, we would have a K-1 mood meter using pictures and a 2-3 mood meter using words to describe feelings. Sean's team was so impressed with the work we were doing around our mood meter that they shared our work with the RULER team during their Friday morning's inservice. We had one person from each building attend this training

## Monitoring

### FALL Monitoring

Strategy	What has been implemented?	What does your evidence show?	What is working? What is not?	What will you do? What adjustments are needed?
Goal 1	<ul style="list-style-type: none"> <li>Second round of BAS completed - Intervention groups based on data results.</li> <li>End of unit assessments in math - intervention groups based on results.</li> </ul>	<ul style="list-style-type: none"> <li>1st grade <ul style="list-style-type: none"> <li>31% - Green</li> <li>30% - Yellow</li> <li>39% - Red</li> </ul> </li> <li>2nd Grade <ul style="list-style-type: none"> <li>58% - Green</li> <li>11% - Yellow</li> <li>31% - Red</li> </ul> </li> <li>3rd Grade <ul style="list-style-type: none"> <li>52% - Green</li> <li>18% - Yellow</li> <li>8% - Red</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Interventions are working. Just exited students who are at grade level and continue to provide interventions to our red and yellow RTI Students</li> </ul>	<ul style="list-style-type: none"> <li>Continue monitoring progress and provide interventions as needed.</li> </ul>
Goal 2	<ul style="list-style-type: none"> <li>AVID elementary at grades 2 and 3</li> <li>7 staff trained at Summer Institute</li> </ul>	<ul style="list-style-type: none"> <li>2nd grade - focus on WICOR</li> <li>All third grade teachers will use the binder and <sup>30</sup></li> </ul>	<ul style="list-style-type: none"> <li>Using the CCI as a guiding tool.</li> <li>Lots of energy with 2nd and 3rd grade teams.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to reflect on progress of goals</li> <li>Meet with AVID site team on a monthly basis.</li> </ul>

	<ul style="list-style-type: none"> <li>● Pre-Assessment of CCI</li> <li>● Wrote goals needs identified in CCI</li> <li>● Schoolwide binders</li> <li>● AVID blurb in monthly school wide newsletter</li> <li>● Training around WICOR strategies</li> <li>● Site visit from AVID regional director</li> <li>● WICOR site visits by district director.</li> </ul>	<p>planner assessment tools monthly. Costa's assessment twice a year and Notes assessment will be assessed quarterly.</p>	<ul style="list-style-type: none"> <li>● less reluctance with kinder - We are taking ¾ kinder teachers to summer institute this summer.</li> <li>● We do alignment across grade levels in August</li> </ul>	<ul style="list-style-type: none"> <li>● Meet with AVID director monthly</li> <li>● Principal will participate in a regional principal's network</li> </ul>
Goal 3	<ul style="list-style-type: none"> <li>● Trained staff around understanding RULER</li> <li>● Created a staff charter</li> <li>● Teachers completed a survey in regards to where they are at in their knowledge and implementation of RULER.</li> <li>● Teachers have decided on which words will be used on the mood meter at each grade level.</li> <li>● Alignment work around the mood meter was done at February's inservice. Teachers have agreed to a K-1 &amp; 2-3 mood meter.</li> <li>● Staff have mood meters for each PLC and interact with them at each meeting.</li> <li>● Began training around meta moment at February's inservice.</li> </ul>	<ul style="list-style-type: none"> <li>● We are in the beginning phases of our implementation</li> <li>● More staff training is needed</li> <li>● Staff need time to experiment with RULER prior to rolling it out to students.</li> <li>● We are seeing lots of staff trying to create a charter in their classrooms.</li> <li>● We are seeing lots of mood meters in classrooms. Some staff are experimenting with this with their students.</li> <li>● Began training around meta moment at February's inservice.</li> <li>● Did some mood meter work with classified staff during their inservice.</li> </ul>	<ul style="list-style-type: none"> <li>● Staff is on board with the implementation of RULER.</li> <li>● Staff are familiarizing themselves with the concept of a charter in their own classrooms.</li> <li>● Staff are familiarizing themselves with the mood meter.</li> <li>● Trying to figure out how to effectively roll this out with classified staff.</li> </ul>	<ul style="list-style-type: none"> <li>● Meet with RULER team to determine next steps</li> <li>● Schedule a meeting with RULER mentor.</li> <li>● Continue to look for ways for the staff to interact with the components of RULER so that they can become more familiar with it.</li> </ul>

	<ul style="list-style-type: none"> <li>• Did some mood meter work with classified staff during their inservice.</li> <li>• Completed first training session with RULER mentor</li> <li>• 2nd site visit completed by Sean's team.</li> </ul>			
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SES Novembers Newsletter: <https://www.smores.com/9x3vq-stayton-elementary-school?ref=email>

**Sublimity School**  
**Principal: Missy Riesterer**

**Vision:**

***Embrace Opportunities...Unlock Potential...Inspire Excellence!***

**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 will prepare students to be life-long learners and positive community members.***

**Goals:**

**Immediate Goal:**

**Sublimity School will implement intermittent academic assessments using SBAC interim assessments and other resources to meet individual needs and students will score at or above the state average on all SBAC assessments spring of 2020.**

**Theory of Action**

***If we implement intermittent academic assessments three times a year then instruction will be more individualized to meet student needs and academic growth and improvement will be evident within our standardized assessments***

**Action Plan:**

- *Teachers in grades first, second and third completed our second round of BAS reading assessments in late January.*
- *Intervention groups were then based upon the data received and adjustments were made to meet student needs.*

- *End of unit assessments in our GoMath, as well as the middle of the year assessments were administered at all grade levels K-8*
- *Interventions were made with results and instruction was individualized*
- *Teachers in grades third through eighth have administered SBAC interim assessments in both english language arts and math on a regular basis. These have been selected based on the district's scope and sequence of state standards at each grade level and subject.*
- *Teachers have also written goals around the use of SBAC interim assessments.*
- *Our staff has utilized the one page tool that was created by Nicole Duncan to assist teachers in locating the specific interim assessment they desire to use in a much quicker way.*
- *Time is being designated at both PLC and Staff meetings to share and discuss the results of the interim assessments and how they can best be used to improve instruction.*
- *Teachers have been meeting with each student to set goals on various assessments to prepare for goal setting when it;s time to administer the SBAC assessments in late April and May.*

## **Intermediate Goal #1:**

**By utilizing SEL instruction and curriculum materials, continued positive communications and a focus on corrective behavior we will see a decrease in student misbehavior and an increase in student emotional well-being as evident in our DESSA and Ruler Screeners and Assessments by May 2020.**

### Theory of Action

*If we utilize SEL instruction and curriculum materials then we will see a decrease in student misbehavior and an increase in student emotional well being.*

### Action Plan:

- *Teachers are consistently using SEL(social-emotional learning) lessons in their classrooms schoolwide.*
- *Weekly behavior review with the newly hired Student Intervention Coach and myself are happening regularly.*
- *Frequent check-ins and reteaching with our high flyers.*
- *DESSA Universal Screening Tool was completed by all teachers for every student in their homeroom for the second time this year.*
- *This data was analyzed by the data team to address issues and give support.*
- *Comparisons were made from fall to winter to identify students in need.*
- *Data review meetings are held bi-weekly and interventions are put in place.*
- *We continue to train our staff on the RULER program that supports SEL teaching and learning. Our focus has been on the Mood Meter and how that can support students in identifying and labeling their true emotions.*
- *The staff is also using the Mood Meter as a check-in as they enter the building in the morning. It's a way of being conscious of the emotions we, the staff, are putting out there to our students.*
- *We have adjusted a few items on our Staff Charter and displayed it on a chalkboard in the entrance of our school for all to see. Parents have asked many questions and are excited to see it displayed.*
- *A representative from RULER came in January for our school observational walk-through.*
- *The RULER walk through was very positive and many of the things that are being implemented in our school were shown through pictures at the WESD's training for all schools involved in the RULER mini grant last Friday. They were displayed around the room as well as in the slide show presentation.*
- *I completed a phone conference with our RULER coach , Miriam Miller, and now have plans and ideas on how to best instruct the staff about the mood meter and the blue print.*
- *I have ordered big signs that have our staff charter printed on them for both our elementary and middle school. I want them visible for staff, students, and families to view.*

## **Intermediate Goal #2:**

**Sublimity School will initiate steps toward implementation of AVID and incorporate AVID strategies schoolwide by May 2020.**

### Theory of Action

*If we explore the implementation of AVID readiness then teacher instruction will include AVID strategies and student academic achievement and growth will increase.*

### Action Plan:

- *We continue to implement what we are already doing that compliments AVID and strategies we already have in place.*
- *Brenna Smith and I attended the AVID National Conference in Dallas, Texas in December. It was a wonderful experience that motivated both of us to come back and share with our staff.*
- *She and I presented what we had learned to staff during PLC time. As a staff we brainstormed ideas of how best to implement AVID in our school starting in the fall..*
- *This made my staff feel very positive about where we currently are and created a positive excitement about how AVID could benefit our school and students.*
- *Our AVID Site Team continues to have regular meetings to plan and discuss our implementation year.*
- *We have reviewed and scored our school based on how we view ourselves using the Elementary Coaching and Certification Instrument provided by AVID.*
- *The District AVID Director, Nicole Duncan, reviewed the fundamentals and beliefs of the AVID program to our entire staff. She asked for staff feedback and for ideas of how they thought implementation should go to best fit our needs.*
- *Nicole also provided AVID Professional Development to myself, Brenna Smith and Rob Jones in early February on teaching the AVID Modules to our staff. It was a morning that was fast paced and very informative. All three of us can now gain access to AVID resources and begin to present AVID professional development to our staff.*
- *During teacher in-service on February 7th we spent the afternoon modeling WICOR and other AVID strategies to our staff. It was rewarding to model effective teaching strategies that we had just learned and practiced with Nicole Duncan..*
- *In our own building we continue to educate ourselves and research all we can about AVID Elementary to prepare for implementation next year.*
- *We have selected our team of teachers that will be attending AVID Summer Institute in June. Those who will be representing our school are:*
  - Brenna Smith*
  - Amber Gardner*
  - Janet Shryock*
  - Missy Riesterer*
- *Two teachers and myself will be visiting Stayton Intermediate School's AVID Showcase on February 26th. We are looking forward to see teachers in their classrooms.*
- *I have also registered Scott Hawkins, Mel Nolan and myself to attend a middle school AVID Showcase in May to gain ideas to help us create our school wide plan for implementation next year.*

## **Long Term Goal:**

**Sublimity School will continue to strive to be an Outstanding School that creates 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 characteristics of an outstanding school:**

- *Safe and Orderly Environment*
  - *PBIS*
  - *DESSA Assessments*
  - *RULER Staff Training and Survey*
- *Climate of High Expectations for Student Achievement in a College-Going Environment*
  - *BERC Evaluation Rubric*
  - *AVID Implementation*
  - *Dynamic Instructional Leadership*
  - *Third grade Visit to OSU for STEM Instruction*
  - *BERC/STAR Teaching Strategies*
- *Collaborative work behavior with a focus on specific products*
  - *PLC Process*
  - *Data and Behavior Teams*
- *Clear and Focused Mission*
  - *Vision and Mission created by staff*
- *Opportunity to Learn for All*
  - *BERC/STAR*
  - *Administrator Classroom Observations- both formal and in-formal*
  - *AVID Implementation*
- *Frequent monitoring of student progress*
  - *SBAC Interim Assessments*
  - *DESSA*
  - *RULER*
  - *BAS*
  - *GoMath Assessments*
  - *Mentoring*
- *Strong Community-Home School Relationships*
  - *Partnership with the Marion Estates “Adopt A Grandparent” program*
  - *Outstanding support from PTC*
  - *Partnership with Sublimity Fire Department*
  - *Build on Community Engagement activities from prior year.*
  - *Webpage/Facebook/App for parents*

*January 2020 brought many challenges to our staff. Nicole Britton was diagnosed with oral cancer during Christmas Break and they performed surgery immediately. She was unable to come back to work and the news came as a shock to her and to all of us. She is currently undergoing chemo and radiation treatments.*

*Then, the very next week, one of our families lost their home to a fire while the family was away at church. Everyone was okay but the home was a total loss. My staff was amazing! We all joined together to help in any way we possibly could. Every single staff member just stepped up to support each other. I am so fortunate to get to work with such caring people~*

## Facilities

Director: Mike Miller    Assistant: Dave Parsons

### **Immediate goal:**

Develop and fine tune data from the Grant financed Facilities Condition assessment for the purpose of providing the Long Range Facilities Master Planning Committee with information to assist in the development of a Construction Bond.

The facilities condition assessment is a comprehensive snapshot of all of the components of the Districts Buildings and Facilities.

Assets are ranked according to several criteria:

- Asset Condition
- Classroom Impact
- Estimated replacement costs
- Estimated life remaining
- FCI score: Ratio of estimated total building costs to building replacement cost

Update: Facilities Condition Assessment has been presented to the LRFMP Committee and refined to show potential facilities maintenance costs for analysis. A sub-committee is being formed to further fine tune potential replacements for inclusion in a GOB.

Update 2/2020: Development of potential bond inclusions have taken place and a vote has been taken to proceed with a May election for the Construction Bond.

### **Intermediate goal #1:**

Grounds Appearance Improvement:

- Evaluate ground appearance frequently
- Document observed condition
- Pre-Plan upkeep ahead of natural seasons for best practices and applications of pesticide

Over the past two years we have added irrigation systems to enhance the school front appearances. We will continue to add irrigation to other schools for the automatic watering and attractiveness of the grass lawns.

Update: Grounds have improved with the evaluation of the grounds and pre-planning of upkeep tasks. We have been able to add some extra labor to the grounds tasks that have made a big difference toward the well-kept appearance of the District's Grounds

Update 2/2020: Spring Break will mark our first spray of parking lot areas, basins and any area where no plants are desired. We will use a pre-emergent herbicide to help prevent future weeds.

We have been able to utilize Pedro Medina as an extra part time grounds person, he does an excellent job and helps us make the grounds look nice.

### **Intermediate goal #2:**

Continuing education of staff on Integrated Pest Management.

A pest species can be any species that humans consider undesirable. Any organism that reduces the availability, quality, or value of a human resource can be classified as a pest. This designation in no way

reflects the organism's role in the natural ecosystem but is more an indicator that they are in conflict with humans.

Update: Education of staff in the methods of IPM continues. We emphasize prevention as much as possible to mitigate outbreaks of pests. Our biggest challenge of pests throughout the district is the appearance of sugar ants that can be very difficult to eradicate. Our licensed applicators receive approximately 20-30 hours of continuing education per year.

**Long Range Goal:**

Promote and train Custodial staff on proper work standards, safety training and use of PPE.

We have partnered with Oregon OSHA as a resource for required safety practices with a focus on the hazards of Custodial work and the use of PPE for prevention of accidents. Alongside Custodial technique training quarterly, we will also invite SAIF to train in topics such as Fall Protection, Safe Lifting techniques and Mandatory use of PPE. We will monitor and provide accountability for the expectations of safety. The goal is for zero accidents and productive work standards.

Update: Custodial and Maintenance staff have had updated safety training this year for PPE. A safety refresher course for fall protection and ladder use will take place over the Winter break. We have had no accidents reported this year and we concentrate on prevention of accidents.

Update 2/2020: In service day took place on 1/24. All custodial and maintenance staff received further safety training on Ladder use, Asbestos awareness and cleaning equipment cleaning and maintenance.

**Food Services**  
**Director: Mike Vetter, effective 02/03/20**  
**(goals created by former director, Toni Silbernagel)**

**Feb 2020 Goal Update Postponed**

**Immediate Goal**

**Review and prepare all documents required for the state financial review**

Update as of 11/21/19 by Toni Silbernagel

\*NO REPORT YET. ODE HAS NOT PRESENTED NSSD WITH A DATE OF THE REVIEW

**Intermediate Goal #1**

**Prepare for Oregon HB #3427(Student Success Act) implementation in school year 2020-21.**

Update as of 11/21/19 by Toni Silbernagel

\*ATTENDED THREE SESSIONS WITH ODE CHILD NUTRITION TO ASSIST WITH UNDERSTANDING AND IMPLEMENTATION OF THE STUDENT SUCCESS ACT.

\*THREE SCHOOLS (Mari-linn, Stayton Elementary, Stayton Middle) WILL BE REQUIRED TO PROVIDE BREAKFAST AFTER THE BELL. THE INFORMATION ON WHAT THIS MEANS AND OPTIONS OF HOW IT CAN BE IMPLEMENTED IS BEING DETERMINED BY ODE.

**Intermediate Goal #2**

Update as of 11/21/19 by Toni Silbernagel

**Preparedness for on-site emergency feeding incidents (either/or students, community or emergency responders)**

\*CONTACTED THE SIT TEAM FOR OUR AREA TO ATTEND THEIR MEETING TO DISCUSS DIFFERENT AGENCIES RESPONSIBILITIES AND OPTIONS.

\*WILL BE ON THE AGENDA AFTER THE FIRST OF THE YEAR.

\*WORKED WITH ODE ON THE REGULATIONS AND FORMS FOR EMERGENCY FEEDING

### **Long Range Goal**

#### **Maintain a sustainable food service program.**

\*IMPLEMENTED A SERVING SITE AT THE STAYTON HIGH SCHOOL FOYER TO BETTER SERVE STUDENTS

\*CROSS TRAINED MULTIPLE EMPLOYEES AT A VARIETY OF SITES TO BE ABLE TO FILL IN WHEN THERE IS AN ABSENCE.

\*REVIEW CONTRACTS FOR SY 19-20 AND ENSURE ACCURATE RECORDS ARE BEING RETAINED.

\*MET WITH STUDENTS AND STAFF AT SHS AROUND MEAL SATISFACTION.

\*IMPLEMENTING NEW ITEMS EACH MONTH TO ENSURE A FRESH MENU

## **Human Resources Director: Debi Brazelton**

### **IMMEDIATE GOAL**

TeachPoint will be 100% ready for licensed, classified, and admin staff at the start of the school year.

The system is a huge improvement over the former one! We still have a lot to learn in order to use it most efficiently but that will just take time and practice. I still have some forms to create and load for our special and new positions. I work on it as time allows and will have this complete in the near future. This has been a positive change!

### **INTERMEDIATE GOAL #1**

HR will continue to refine processes and have all redundancies in paperwork removed, records archived under appropriate retention schedule, education/support on each system, all info on website, use current systems to potential.

This will be ongoing through the year (and maybe forever). We are nearly finished in a reorganization of files and archived information and are developing new and improved processes as we find inefficiencies. We have seen a great deal of improvement here, however.

### **INTERMEDIATE GOAL #2**

Creation of Hiring Manual and corresponding data bank by Sept 30, 2019.

This goal has not been met but is in progress. So far, I have collected some sample processes from other districts and have been working (slowly) on making one of our own. No new progress to report here, unfortunately. I was possibly too optimistic here but am remaining hopeful that I have this complete before hiring season.

### **INTERMEDIATE GOAL #3**

Compliance with all legislative mandates around Pay Equity and FMLA/OFLA.

This goal is ongoing and has grown to include several other legislative mandates (many passed this year that are very complex). Lisa and I continue to learn and attend updates and trainings as they are offered. The new legislation that impacts HR is extensive and many aspects are being worked through at the state and federal levels and some of the new legislation is being challenged. We will need to be patient yet are doing a

good job of keeping abreast of it all.

## **LONG RANGE GOAL**

Over the next few years, we at HR will move NSSD into a Human Capital model.

This is a very long term goal and we are consistently making progress in reaching it. Some examples include our education pathway, our branding and recruitment efforts, our continued professional development, our mentor program, and our “grow our own” efforts.

**Human capital** is the stock of habits, knowledge, social and personality attributes (including creativity) embodied in the ability to perform labour so as to produce economic value. ... Companies can invest in **human capital** for example through education and training enabling improved levels of quality and production.

**Business Office**  
**Director: Jane Nofziger**

### **IMMEDIATE GOAL:**

#### **To Adopt a Budget for the 2020-21 Fiscal Year.**

We will soon begin the work on next year’s budget. My focus now is on the current year and monitoring expenditures and revenue so that we have an adequate ending fund balance to support our 2019-20 budget. As staffing needs change based upon the needs of our students, the budget also changes. We have many staff on long term leaves which impacts our salary and benefit costs, as well as our substitute costs.

### **INTERMEDIATE GOAL #1:**

Learning about and planning for the School Improvement Fund Grants. Planning for the use of next year’s SIF dollars is a part of our district budget team’s work. Planning for how we will utilize, manage, and report on the SIF dollars are all part of the learning process. It is my intent to utilize Forecast 5 software to assist with the reporting component of the SIF dollars. Graphs and charts will be created and published on our website to meet legislative reporting requirements and to provide expenditure transparency.

### **INTERMEDIATE GOAL #2:**

It has been fun to be a member of the long range planning committee led by our Superintendent. The committee members have been very thoughtful and dedicated to the process. It is exciting that the committee has decided to submit a ballet for a capital construction bond in the May election.

North Coast electric is working on a cost estimate for our football stadium lights and our high school lights. Once we have those estimates, I will know if we can move forward within our current budget constraints to work with the Oregon Department of Energy. Christie Sphoon is assisting us with utilizing our SB1149 dollars to assist with the projects.

### **LONG RANGE GOAL:**

I have attended a Forecast Five training on how to utilize their software for this report. I am working on inputting historical data which will assist with the building on a more accurate projection information which will

assist with the building of a more accurate projection. I have two more trainings/work sessions scheduled to work on building the projection.

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

**Immediate Goal**

To work with the NSSD Long Range Facilities Committee to design program recommendations for Safety-Security and Health Services. In January, I presented upgrade recommendations to the entire district in regard to improving Health, Safety and Security measures to the Long Range Facility Master Planning Committee.

**Intermediate Goal # 1**

To continue the work with Admin staff on reducing our Chronically Absent students. I've reached out to Sean Akers from the WESD for data regarding attendance numbers and can report back when the info is available.

**Intermediate Goal # 2**

To improve the district-wide Field Trip processes in regard to medical reviews, training and emergency procedures while on field trips.

This would include a better understanding and education on the proper medical supplies needed on trips. We need to improve our process especially around overnight and out of state trips for students that take medication after school hours.

**Long Range Goal**

**RADON TESTING**

This is a continued carry over from last year. The first round testing must testing must be done by Jan. 2021 These testing results will be important information to have as we work on the long range goals towards a possible bond.

**Instruction Support and Service Team and Technology**  
**Director: Dave Bolin**

[NSSD Student Success Act Update](#)

**AVID**  
**Director: Nicole Duncan**

<b>Goal:</b>	<b>In 2019 -2020, the District Director will support ALL NSSD Schools with understanding, implementing, and aligning to the 4 domains and indicators in the Coaching and Certification Instrument (CCI) to build a coherent, sustainable K-12 system.</b>
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<p><b><u>Intermediate Goal #1:</u></b> Support the AVID Elective Teachers in vertical articulation and systems to support AVID Elective students.</p>	<ol style="list-style-type: none"> <li>1) Bi-monthly coaching visits (Leadership/Instruction) <ul style="list-style-type: none"> <li>● The District Director has visited elective classrooms twice a month and has provided written feedback for every elective teacher.</li> <li>● Fall: District Director has engaged all building leaders with Calibration walkthroughs - visited AVID Electives, Summer Institute attendees, and Site Team teachers</li> </ul> </li> <li>2) Start Monthly PLC work <ul style="list-style-type: none"> <li>● Every third Monday - AVID Elective Teachers have been facilitated by High School Coordinator and Admin to support aligning curriculum, evaluate data, and create systems for improvement</li> </ul> </li> <li>3) 2 ½ day workshops centered on Professional Learning, Problems of Practice, and Improvement Science (Systems/Instruction/Leadership) <ul style="list-style-type: none"> <li>● The team met November 5th - Engaged in professional learning around Leveling up the POC in tutorials and discussed AVID portfolios</li> <li>● Next meeting is April 6th - Topic: Sustaining Rigor of the AVID Elective</li> </ul> </li> <li>4) Ensuring Vertical Articulation of common practices (Systems) <ul style="list-style-type: none"> <li>● Senior Data and Support</li> <li>● Tutorials Support</li> <li>● Next Steps: Grading, retention of the elective, recruitment</li> </ul> </li> </ol>
<p><b><u>Intermediate Goal #2:</u></b> Support AVID Site Coordinators to utilize the CCI with their Site Team to deepen implementation at their site.</p>	<ol style="list-style-type: none"> <li>1. Monthly Meetings with site coordinators (Leadership)</li> <li>2. Attend Site Team Meetings (Leadership)</li> <li>3. Qrty reports to DD (Systems)</li> <li>4. Qrty meetings with Site Coordinators (Leadership/Systems) <ul style="list-style-type: none"> <li>○ District director has met monthly with Sites to align goals and provide resources to support next steps</li> <li>○ Data has been submitted by all sites to DD and will be submitted to AVID by May 1st.</li> <li>○ All sites have sent in preliminary reports (including ML and Sub - non contract schools)</li> <li>○ District Director has attended at least one site team meeting per quarter</li> </ul> </li> </ol>
<p><b><u>Intermediate Goal #3:</u></b> Coordinate and align efforts of site administrators to strengthen AVID Elective and support the growth of AVID Schoolwide.</p>	<ol style="list-style-type: none"> <li>1) Monthly meeting w/ Administrators (Leadership)</li> <li>2) Provide opportunities for Professional Learning (Instruction)</li> <li>3) Bimonthly WICOR walkthroughs for SI trained teachers (Systems) <ul style="list-style-type: none"> <li>○ WICOR walkthrough data is being done in all buildings at least once a month. Teachers receive written feedback on strategies seen by the DD and/or site coordinator.</li> <li>○ Upcoming: Showcase at SIS on Feb 26th, Site Coordinator PLC</li> </ul> </li> </ol>

<p><b>Intermediate Goal #4:</b> Coordinate districtwide initiatives to promote organizational coherence and sustainability</p>	<ol style="list-style-type: none"> <li>1) Facilitate Formal AVID Coaching Visits with AVID for progress monitoring (Systems) <ul style="list-style-type: none"> <li>○ Formal AVID coaching visit by AVID at SES on October 2nd</li> <li>○ Upcoming: DISTRICT coaching visit by AVID on May 7th (SHS, SES, SIS, SMS)</li> </ul> </li> <li>2) Use the Comprehensive Training Plan to offer Professional Learning Modules for all schools (Instruction/Culture) <ul style="list-style-type: none"> <li>○ Professional Learning after school classes have been offered during fall In-service, and during after school classes. Classes are well attended by both certified and classified staff.</li> <li>○ Classes offered include: WICOR Workshop, Using 4A's to create digital lessons, Fostering a Growth Mindset, Schoolwide Strategies for Student Engagement, Inquiry: 3 Things You Can Do Right Now in the Elementary Classroom, Schoolwide Academic Language and Literacy, WICOR to raise the Rigor, Beyond Lecture (Learning walks at HS),</li> <li>○ Leadership team engaged in learning, webinar Leading through a Lens of Equity</li> <li>○ Building capacity module training for all teacher leaders to support professional learning in their buildings</li> </ul> </li> <li>3) Qtrly reports to Ass. Superintendent and Board (Systems)</li> <li>4) Facilitate SI and National Conference Attendance (Systems/Instruction) <ul style="list-style-type: none"> <li>○ Attended in December 2019 - all buildings sent an admin and at least one teacher leader to attend. The group attended a Culturally Relevant Learning Session together and then participated in other sessions based upon the interest and needs of each building. Session topics can be found in the <a href="#">spreadsheet</a>.</li> </ul> </li> <li>5) Provide coaching to all sites based upon relevant goals</li> <li>6) Support New Sites: Mari-Linn and Sublimity in appropriate opportunities to learn more about AVID (System) <ul style="list-style-type: none"> <li>○ Attended staff meeting to introduce AVID</li> <li>○ Attended PLC @ ML - facilitated Collaborative Structures</li> <li>○ Provided an afternoon session during Fall In-service</li> <li>○ Trained teacher leaders to support professional learning and to build capacity</li> <li>○ Both buildings are sending teachers to Showcases in February (Elementary) and May (MS)</li> </ul> </li> </ol> <p>Upcoming: Summer Institute San Diego - All buildings, 28 participants funded by Miller, Whipper, Nike, M98 and General Fund</p> <p>Upcoming: Family Workshop - Improving Communication @ SMS, cafeteria March 3rd (all families are invited, dinner will be provided)</p>
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North Santiam School District

Board Chair, Mike Wagner  
Board Vice-Chair, Alisha Oliver,  
Board Members: Tass Morrison, Tod Nau, Erin Cramer, Laura Wipper, Garrett Trott

MINUTES-DRAFT  
Thursday, January 16, 2020  
Regular Session - 6:00 PM

The North Santiam School District Board of Directors met on January 16, 2020 in a Regular Session starting at 6:00 pm at Stayton Middle School in the cafeteria, located at 1021 Shaff Road in Stayton. Access to the agenda, agenda explanation, and board packet can be located on the District website at <http://www.nisantiam.k12.or.us>>School Board

1. **CALL REGULAR SESSION TO ORDER**

The Board Chair called the meeting to order at 6:05 pm with the following members present: Tass Morrison, Tod Nau, Garrett Trott, Alisha Oliver and Mike Wagner. Erin Cramer was out ill and Laura Wipper provided prior notice she expected to arrive late.

2. **ADDED/DELETED AGENDA ITEMS**

Any changes to the board packet after posting on January 10, 2020 were acknowledged:

Additional Support Materials (attachments)-

- 8.1-Div 22 Assurances Form
- 8.3- 2019.20 Board Financials

Removed Agenda Items-

- 9.3- Policy Updates

3. **APPROVAL OF THE AGENDA**

**MOTION- AGENDA APPROVAL**

*Motion that the Board approves the agenda as modified.*

**Motion Made By: Garrett Trott**

**Vote: 5-0**

4. **SPOTLIGHT**

4. 1. **Board Recognition Month: Andy Gardner**

Supt. Gardner announced that Governor Kate Brown has declared January 2020 to be School Board Recognition Month and read her proclamation. He acknowledged each

member's service on the Board and indicated together they account for approximately 58 years of service to NSSD.

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

Alisha Oliver - serving since 2017

Erin Cramer - serving since 2019

Mya Joyce, Student Rep - serving since Nov 2019

4. 2. **Staff Acknowledgement: Susanne Stefani, SHS Principal**

SHS Principal Susanne Stefani acknowledged Danielle Flood for receiving the Outstanding Early Career Classroom Teacher Award from the Oregon Science Teachers Association after being nominated by SHS Vice-Principal Vicky Storey.

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

Mike Proctor was joined by VP, Matt Olson, AVID Site Coordinator, Jessica Roth, AVID Elective/LA teacher, Megan Schiedler, and 4-8 grade students to share their experiences with the AVID program at SIS/SMS. Mike and Matt also relayed some of their learning from a recent workshop about transformational leadership.

5. **STUDENT BUSINESS**

ASB president, Carlin Croff, updated the Board regarding activities at Stayton High School. He announced that KPTV Channel 12 news from Portland was coming to do a story on SHS dance coach Robin Meier in light of her retirement after a 25-year highly successful career. He also provided a winter co-curricular activities update.

6. **RECESS**

The Board Chair called for a 5 minute recess at 7:35 pm and called the meeting back to order at 7:40.

7. **PUBLIC COMMENT**

There were no requests for public comment.

8. **COMMUNICATION**

8. 1. **Assoc Supt Report/Division 22: Dave Bolin**

In February 2020, districts are expected to report their compliance status on all Division 22 Oregon Administrative Rules (OARs) for the 2018-19 school year. They are instructed to report to their school board and post on their website by February 1 and submit the Division 22 Assurances Form to the OR Dept of Education by Feb. 15. Supt Gardner reviewed the report that has been prepared by Associate Supt. Dave Bolin and will be submitted in accordance with the ODE timeline.

The Board asked for additional clarification regarding the Comprehensive Counseling section and what services qualify under this designation.

**8. 2. Superintendent's Report: Andy Gardner**

Supt. Gardner reported on the progress of the Long Range Facilities Master Planning Committee. He reported that he recently met with bond counsel, Jim Shannon, to gather information regarding the preparation of a bond title. This is to be prepared to submit it to Marion Co by Feb 28, 2020 should the LRFMP Committee vote to recommend to the NSSD Board to place a bond on the May 2020 ballot. The Board has the authority to vote to accept (or not) the Committee's recommendation. There is an 8-day period in which the public can challenge the wording in the title. The LRFMP committee has a meeting on Jan 23, 2020 and Feb 5, 2020 and depending on the outcome of those meetings, there may be additional meetings scheduled to meet the deadline. There will be a survey of local voters started next week by Patinkin Research Strategies to attempt to gauge a bond approval rating that LRFMP committee members can use in their deliberations.

Supt Gardner is planning to ask a bond campaign consultant to come speak to the committee regarding campaign strategies specifically as they pertain to May elections.

**8. 3. Business Director's Report: Jane Nofziger**

The financial report was included in the board packet for review. Jane Nofziger noted she is hopeful that the Employer Incentive Fund (matching grant program for PERS) will be funded for all agencies on the waiting list. In order to be prepared to participate in the program, she may bring a motion to the Board next month for a supplemental budget. In addition, there will be a motion for an increase in expenditure authority for Measure 98 funds due to the fact that it was fully-funded by ODE.

She also announced she plans to introduce the District's new Food Services Director, Mike Vetter, at the February board meeting. His first day with NSSD is February 3, 2020.

**8. 4. Student Success Act Report: Dave Bolin**

Dave Bolin had a prior commitment that required him to leave before this agenda item so Supt Gardner provided a brief update on the District's progress to apply for Student Investment Account funds. The draft application is being finalized and then will be submitted to the public for input. After the input has been analyzed and the plan has been adjusted (if needed), the application will be submitted to the Board in March for approval.

Plans for full-time preschool for the 2020-21 appear to have slowed down for districts across the state (including NSSD). This is due, in part, to requirements for the program that are coming from the governor's office that may make the program cost-prohibitive according to initial estimates. NSSD administrators will continue to attend learning sessions on the topic and report back to the Board.

**8. 5. Community Engagement Committee Report: Tass Morrison**

CE Committee Board Chair, Tass Morrison, reviewed the minutes from the most recent meeting.

9. **NEW BUSINESS**

9. 1. **Consent Agenda**

9. 1. 1. *Approval of Meeting Minutes*

**MOTION- APPROVAL OF MEETING MINUTES**  
*Motion that the Board approve the minutes from the December 19, 2019 Regular Session.*

**Motion Made By: Tod Nau**  
**Vote: 6-0**

9. 1. 2. *Licensed Staff Changes*

Resignations (FYI)  
Jeff Comstock - ML Teacher/7 & 8 Grade  
Toni Silbernagel-Food Services Director (non-Licensed)

9. 2. **Equity Policy**

In light of the fact that one of the primary purposes of the new funding being made available by the Student Success Act is to reduce the academic disparities for historically underserved student populations, the board will review Policy IKAAA/GCCB/GDCB-District Equity Policy to see how well it aligns with the Student Investment Account guidelines and stipulations.

The Board discussed the policy and expressed a concern that by listing specific attributes (race, gender, language), there might be a perception that only the items included are the ones being considered as factors. Simply stating “outcomes will not be predetermined or predicted” felt more inclusive of ALL KIDS. An edited version will be drafted, based on comments from the discussion, and sent to Board members for review. If deemed satisfactory, it will then be sent to OSBA for further review and then brought back for further discussion at the Feb. or March meeting.

10. **INFORMATION ONLY**

- 10. 1. **Field Trip Report: Included in the board meeting packet**
- 10. 2. **Student Enrollment: Included in the board meeting packet**
- 10. 3. **Future Agenda Items: Included in the board meeting packet**
- 10. 4. **Upcoming Board Events & Activities: Included in the board meeting packet**

11. **BOARD ANNOUNCEMENTS**

**Announcements for this meeting:**

- 1) The March 19, 2020 Board of Directors meeting will be held at Sublimity School and the April 16, 2020 meeting will be held at Mari-Linn.
- 2) Mike Wagner expressed his admiration and appreciation for his fellow board members and shared his belief that as a whole, the NSSD Board is a high-functioning, cohesive group that works great together and with Supt Gardner to the benefit of the District.

- 3) Tass Morrison announced that she would be guest speaker at the Stayton Booster Auction on Feb 8<sup>th</sup> and encouraged all Board member to attend.

12. **ADJOURN**

The Board Chair adjourned the meeting at 9:30 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.*



North Santiam School District  
February 20, 2020

**RESOLUTION NUMBER 022020B**

A Resolution To Transfer Appropriations Between Functions Within The 2019-2020 Budget.

Transfer of Expenditure Appropriation Authority To Another Existing Appropriation Within A Fund Is Provided Per Policy DBK AND ORS 294-450(1).

**EXPLANATION - Requested Appropriation Transfer will:**

200 FUND	PRIOR	CHANGE	AMENDED
6000 Contingency	\$1,075,000	\$ (200,000)	\$ 875,000
1000 Direct Instruction	\$2,466,721	\$ 200,000	\$2,666,721

The net result does not change the total of the Special Programs Budget  
The net result does allow the district to increase the Measure 98 Grant Fund expenditure appropriation to match the total 2019-20 ODE grant.

**RESOLUTION**

BE IT RESOLVED THAT THE BOARD OF DIRECTORS APPROVES THE TRANSFER OF APPROPRIATIONS BETWEEN FUNCTIONS AS FOLLOWS:

Decrease Fund 200, Function 6000 Contingency by \$200,000  
Increase Fund 200, Function 1000 by \$200,000

Dated this 20<sup>th</sup> of February, 2020

NORTH SANTIAM SCHOOL DISTRICT

\_\_\_\_\_  
Board Chair, Mike Wagner

\_\_\_\_\_  
Superintendent, Andy Gardner



RESOLUTION NUMBER 022020C

SB 1036 Established Tax Rate Limits – the tax limits are as follows:

Residential Construction Tax Equals \$1.35 per square foot  
(Increased from our current rate of \$1.26/per square foot)

Non-Residential Construction Tax Equals \$.67 per square foot  
(Increased from our current rate of \$.63 per square foot)

Non-Residential Maximum of \$33,700  
(Increased from our current maximum of \$31.400)

A RESOLUTION TO ACCEPT:

School Construction Tax Increases as published by the Oregon Department of Revenue for 2019-20 at \$1.35 per square foot for residential and \$.67 per square foot for non-residential, with a non-residential maximum of \$33,700 - effective March 1, 2020

Dated this 20<sup>th</sup> of February 2020

NORTH SANTIAM SCHOOL DISTRICT

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Board Chair, Mike Wagner

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Superintendent, Andy Gardner

**NSSD Enrollment Totals as of 12/13/19**

School Name	Grade	June '19	Sept '19	Oct '19	Nov '19	Dec '19	Jan'20	Feb	March	April	May	June
MARI-LINN ELEMENTARY	KG	17	20	21	19	18	19	20				
MARI-LINN ELEMENTARY	1	26	19	19	20	21	21	21				
MARI-LINN ELEMENTARY	2	21	23	24	24	24	22	23				
MARI-LINN ELEMENTARY	3	27	24	24	24	25	25	25				
MARI-LINN ELEMENTARY	4	26	30	31	31	30	30	29				
MARI-LINN ELEMENTARY	5	28	25	25	25	25	26	26				
MARI-LINN ELEMENTARY	6	22	23	23	23	23	23	23				
MARI-LINN ELEMENTARY	7	23	26	27	27	27	25	26				
MARI-LINN ELEMENTARY	8	25	22	22	22	22	22	23				
<b>MARI-LINN ELEMENTARY</b>	<b>ALL</b>	<b>215</b>	<b>212</b>	<b>216</b>	<b>215</b>	<b>215</b>	<b>213</b>	<b>216</b>				
STAYTON ELEMENTARY	KG	103	92	94	94	94	93	91				
STAYTON ELEMENTARY	1	84	113	113	112	110	110	113				
STAYTON ELEMENTARY	2	88	83	85	86	87	88	89				
STAYTON ELEMENTARY	3	84	84	85	84	80	85	85				
<b>STAYTON ELEMENTARY</b>	<b>ALL</b>	<b>359</b>	<b>372</b>	<b>377</b>	<b>376</b>	<b>371</b>	<b>376</b>	<b>378</b>				
STAYTON HIGH	9	202	202	199	199	198	197	197				
STAYTON HIGH	10	173	204	202	202	207	208	206				
STAYTON HIGH	11	165	169	166	175	172	172	176				
STAYTON HIGH	12	146	178	168	182	183	183	182				
<b>STAYTON HIGH SCHOOL</b>	<b>ALL</b>	<b>686</b>	<b>750 est.</b>	<b>723</b>	<b>721</b>	<b>725</b>	<b>722</b>	<b>725</b>				
<b>Winema/GED/Early College, not incl in totals</b>				<b>29</b>	<b>33</b>	<b>33</b>	<b>38</b>	<b>36</b>				
STAYTON INTERMEDIATE	4	113	83	83	85	84	83	82				
STAYTON INTERMEDIATE	5	128	103	102	101	102	102	101				
<b>STAYTON INTERMEDIATE</b>	<b>ALL</b>	<b>241</b>	<b>186</b>	<b>185</b>	<b>186</b>	<b>186</b>	<b>185</b>	<b>183</b>				
STAYTON MIDDLE	6	102	137	133	134	133	133	134				
STAYTON MIDDLE	7	131	108	105	108	108	108	107				
STAYTON MIDDLE	8	120	137	134	135	137	135	136				
<b>STAYTON MIDDLE</b>	<b>ALL</b>	<b>353</b>	<b>382</b>	<b>372</b>	<b>377</b>	<b>378</b>	<b>376</b>	<b>377</b>				
<b>STAYTON INTERMEDIATE/MIDDLE</b>	<b>ALL</b>	<b>594</b>	<b>568</b>	<b>557</b>	<b>563</b>	<b>564</b>	<b>561</b>	<b>560</b>				
SUBLIMITY	KG	38	46	46	46	46	46	45				
SUBLIMITY	1	38	36	37	37	37	37	36				
SUBLIMITY	2	43	42	42	42	43	44	43				
SUBLIMITY	3	40	43	43	44	42	42	41				
SUBLIMITY	4	38	42	42	42	42	42	42				
SUBLIMITY	5	45	42	42	42	42	42	43				
SUBLIMITY	6	52	44	44	44	44	45	45				
SUBLIMITY	7	36	54	54	54	56	56	57				
SUBLIMITY	8	44	34	34	50 <sup>34</sup>	34	35	34				
<b>SUBLIMITY</b>	<b>ALL</b>	<b>374</b>	<b>383</b>	<b>384</b>	<b>385</b>	<b>386</b>	<b>389</b>	<b>386</b>				
<b>TOTAL</b>		<b>2228</b>	<b>2285 est</b>	<b>2257</b>	<b>2260</b>	<b>2261</b>	<b>2261</b>	<b>2265</b>				

## Feb 2020 Field Trip Report

Trips added since the last report are highlighted in yellow. Overnight trips are printed in red.

Trip ID	Trip Name	Departure Date Time	Departing Location	Return Date Time	Students	Adults	Trip Destination	Educational Objectives	Organization
1027	Graduation Practice	6/5/2020 8:00:00 AM	Stayton High School	6/5/2020 12:00:00 PM	170	4	Salem Armory, 2310 17th St NE, Salem	To rehearse for graduation ceremony	Stayton High Counseling
1049	Oregon Children's Theatre- Hungry caterpillar	5/7/2020 8:30:00 AM	Stayton Elementary School	5/7/2020 2:15:00 PM	100	25	Memorial Park 8100 SW Wilsonville Rd, Wilsonville	Live theatre performance, science unit: re life cycle, author study- Eric Carle	Curriculum Trip
1044	Cesar Chavez Leadership Conference	4/10/2020 7:00:00 AM	Stayton High School	4/10/2020 4:30:00 PM	9	1	Western Oregon University	To support Latinx high school students as they gather for leadership workshops and collaborate with 70+ high schools from Oregon.	Stayton High Guidance Counselors
1078	Oregon FFA State Convention	3/19/2020 11:30:00 AM	Stayton High School	3/22/2020 5:00:00 PM	25	2	Deschutes County Fairgrounds 3800 Airport Way Redmond, OR 97756	Student will participate in workshops, help select state proficiency winners, visit a career and college fair, compete in various contests.	FFA
1048	Second Grade OMSI	3/19/2020 8:00:00 AM	Stayton Elementary School	3/19/2020 2:30:00 PM	100	37	OMSI	Students will be able to gain hands on experiences in regards to changes to the land.	Curriculum Trip
1076	SIS 5th grade to Oregon Zoo	3/17/2020 8:15:00 AM	Stayton Middle School	3/17/2020 2:00:00 PM	100	27	Oregon Zoo	Learning about biomes, the food chain and ecosystems.	Curriculum Trip
1080	SkillsUSA spring conference day two	3/14/2020 5:30:00 AM	Stayton High School	3/14/2020 9:00:00 PM	16	1	Camp withycombe clackamas or	spring conference competition	Skills USA
1079	SkillsUSA spring conference/ competition	3/13/2020 6:00:00 AM	Stayton High School	3/13/2020 5:00:00 PM	16	1	Camp Withycombe	Spring conference, and skills USA competitions.	Skills USA
1072	Stayton Outbound: "Frozen" on Broadway	3/12/2020 5:30:00 PM	Stayton High School	3/12/2020 11:30:00 PM	27	3	Keller Auditorium 222 SW Clay St, Portland, OR, 97201	Dropout Prevention	Stayton High ASB

1047	NW Youth Careers Expo	3/10/2020 8:00:00 AM	Stayton High School	3/10/2020 3:00:00 PM	50	3	Oregon Convention Center, 777 NE MLK Jr. Blvd Portland, OR	Explore current trends and jobs in careers/trades in Oregon. Paid by M98	Stayton High Career Pathways
1071	10th Grade Community College Trip	3/6/2020 8:00:00 AM	Stayton High School	3/6/2020 1:30:00 PM	205	6	Linn Benton Community College	To expose students to the options that community colleges offer and view their facilities.	Stayton High Counseling
1074	SIS 4th grade to State Capitol	3/3/2020 11:45:00 AM	Stayton Middle School	3/3/2020 2:00:00 PM	80	17	Oregon State Capitol Building	Study State Government and History of Oregon	Curriculum Trip
1067	Kiwanians 3rd Grade Swimming Lessons	3/2/2020 12:45:00 PM	Mari Linn School	3/5/2020 2:15:00 PM	25	5	Mari-Linn School	One week of daily lessons to learn about water safety and swimming	Curriculum Trip
1075	SMS 6th Grade to Chemeketa	2/27/2020 9:00:00 AM	Stayton Middle School	2/27/2020 1:30:00 PM	133	15	Chemeketa Community College	Since 6th grade works on the college and career fair all year, and with our school's focus on post-high school readiness with AVID, we believe this will be a great opportunity for students to experience a college campus for the first time. They will be learning about programs that Chemeketa offers and about apprenticeships, both of which would require post-high school education. We want to start the "college going culture" early, and show students that it is possible for them to go to college even if they don't think it's an option for them.	Curriculum Trip

1065	Future Engineering Day	2/25/2020 7:30:00 AM	Stayton High School	2/25/2020 3:00:00 PM	15	1	Keizer Civic Center, Keizer, OR	Get a glimpse of what engineering is about and consider engineering as a career  •Industry Tours •Lunch with local engineers •Presentation from a high-profile keynote speaker •Meet Oregon engineering colleges & universities	Curriculum Trip
1064	Kiwanians 3rd Grade Swmming Lessons	2/24/2020 12:45:00 PM	Mari Linn School	2/27/2020 2:15:00 PM	25	4	Mari-Linn School	One week of daily lessons to learn about water safety and swimming	Curriculum Trip
1077	16th Annual Sonia Kovalevsky Day	2/22/2020 8:45:00 AM	Stayton High School	2/22/2020 4:30:00 PM	5	2	Western Oregon University	SK Day is a fun day of hands-on math workshops and a game fair for high school girls and their teachers	Stayton High Career Pathways
1073	Glow Bowling	2/21/2020 6:30:00 PM	Stayton High School	2/21/2020 9:30:00 PM	30	3	3500 River Rd N. Keizer, Or 97303 (town and Country Lanes)	Dropout Prevention	Stayton High ASB
1070	WOU	2/21/2020 8:15:00 AM	Stayton High School	2/21/2020 2:30:00 PM	33	1	Western Oregon University	Performance for WOU Music Students and then clinic work with students and director	Choir
1068	Jazz Band League Festival	2/20/2020 7:45:00 AM	Stayton High School	2/20/2020 2:00:00 PM	21	1	Philomath High School, 2054 Applegate St. Philomath 9730	Students will be performing at our OWC League jazz band festival, to be adjudicated and compete for a spot at the State Jazz Championships.	Stayton High Band
1053	Capital District Convention	2/20/2020 8:00:00 AM	Stayton High School	2/20/2020 2:30:00 PM	20	1	St Paul Church 1410 Pine St. Silverton, OR 97381	Students will elect district officers, participate on committees, and various contests.	FFA
1059-1062	SUB ELEM-3rd Grade Swimming	2/10/2020-2/14/20 12:30:00 PM	Sublimity School	2/10/2020-2/14/20 2:30:00 PM	19	2	Stayton Family Memorial Pool	One week of daily lessons to learn about water safety and swimming	Curriculum Trip

1069	Booster Auction band	2/8/2020 4:00:00 PM	Stayton High School	2/8/2020 6:00:00 PM	26	1	Salem Fairgrounds Cascade Hall	Student will be performing at the Stayton HS Boosters Auction. Boosters said they would pay for the bus.	Stayton High Band
1052	FFA District Public Speaking contest	2/6/2020 8:00:00 AM	Stayton High School	2/6/2020 2:00:00 PM	4	1	Hope Lutheran Church 211 Parr Ed. NE Woodburn	Student will participate in various speaking contest competing at the FFA district level.	FFA
1055-1058	SUB ELEM-3rd Grade Swimming	2/3/2020- 2/6/2020 12:30:00 PM	Sublimity School	2/3/2020- 2/6/2020 2:30:00 PM	23	2	Stayton Family Memorial Pool	One week of daily lessons to learn about water safety and swimming	Curriculum Trip
1066	FBLA Regional Skills Conference	2/1/2020 7:00:00 AM	Stayton High School	2/1/2020 2:00:00 PM	17	1	Stayton High School	Students will be competing in the FBLA Regional Skills Conference which will allow them to qualify for the State Business Leadership Conference.	Stayton High FBLA
1051	SHS FFA State Degree presentations	1/30/2020 4:00:00 PM	Stayton High School	1/30/2020 8:00:00 PM	4	1	Cascade High School	Students will present their State Degree application and a short presentation.	FFA
1063	SES Chuck E Cheese Reward Trip	1/29/2020 10:00:00 AM	Stayton Elementary School	1/29/2020 12:15:00 PM	25	3	Chuck E Cheese in Salem, Oregon	This is a reward trip for students who sold a certain number of items in our annual fundraiser	Curriculum Trip
1054	Stayton Outbound: U of O basketball	1/23/2020 5:00:00 PM	Stayton High School	1/23/2020 11:45:00 PM	25	2	University of Oregon	Connecting students with each other, and with staff. helping students who may not be as connected to feel more comfortable with their peers. Giving students experiences they may not get otherwise.	Stayton High ASB- This will be funded by M98
1045	Sublimity Kinder-Safeway	1/23/2020 12:30:00 PM	Sublimity School	1/23/2020 2:00:00 PM	46	19	Stayton Safeway 1535 N 1st, stayton	Learning about healthy foods and neighborhood jobs.	Curriculum Trip
1046	Health Occs trip to LBCC	1/16/2020 12:30:00 PM	Stayton High School	1/16/2020 3:00:00 PM	22	3	300 Mullins Drive, Lebanon, Oregon -- LBCC Health Occupations Center	Intro to Health Occupations class to view healthcare related opportunities for post secondary classes at LBCC.	Stayton High Career Pathways

1050	SHS FFA North West Ag Show	1/15/2020 11:15:00 AM	Stayton High School	1/15/2020 2:30:00 PM	25	1	Oregon State Fair Ground	Student will interact with people from the Ag industry. Career exploration.	FFA
1042	2nd Grade Caroling Field Trip	12/20/2019 10:45:00 AM	Stayton Elementary School	12/20/2019 11:45:00 AM	96	5	Elmcroft Retirement Home (Formerly Brookdale)	Singing performance for residents at the local retirement home.	Choir
1041	Capital Field Trip	12/17/2019 8:45:00 AM	Stayton Elementary School	12/17/2019 10:45:00 AM	83	5	Oregon State Capital	Singing performance at the Oregon State Capital	Choir
1007	SES Storybook Land	12/13/2019 8:15:00 AM	Stayton Elementary School	12/13/2019 11:15:00 AM	91	24	Linn County Fairgrounds, 3700 Knox Butte Rd E Albany, OR 97322	Students will be able to explore animated creations of the nursery rhymes and fairytales that we've been learning about in class.	Curriculum Trip
1043	WOU Cadaver Lab	12/9/2019 8:15:00 AM	Stayton High School	12/9/2019 1:30:00 PM	50	5	Western Oregon University	Examining anatomy and physiology concepts in a college setting and respectfully observing and interacting with a human cadaver. Touring and learning about Western Oregon University college life and academics.	Stayton High Science Teacher
1038	SES Swimming Lessons	12/2/2019 1:00:00 PM	Stayton Elementary School	12/6/2019 2:15:00 PM	21	3	Stayton Family Memorial Pool	Students will be learning to swim and learning about water safety.	Curriculum Trip
1037	SUB MS - 7th Gr Fish Hatchery Trip	11/25/2019 11:15:00 AM	Sublimity School	11/25/2019 2:00:00 PM	51	3	Knife River Boat Ramp & Roaring River Fish Hatchery	Fish life cycle in the real world, CET with regard to jobs at a fish hatchery	Curriculum Trip
1024	SHS FFA State Vet Science	11/23/2019 7:00:00 AM	Stayton High School	11/23/2019 4:00:00 PM	10	1	OSU 100 Wiegand Hall Corvallis, OR 97331	Students will participate in various Vet Science Practicum with their Team.	FFA
1040	SHS FFADenim and Diamonds dinner	11/22/2019 3:30:00 PM	Stayton High School	11/22/2019 9:00:00 PM	10	1	Salem Convention Center	Student will assist with serving and clearing dinner, assist patrons with auction items etc.	FFA
1018	SMS AVID8 to OSU	11/21/2019 9:30:00 AM	Stayton Middle School	11/21/2019 2:00:00 PM	31	3	Oregon State University - Gill Coliseum	Exposure to college campus	Curriculum Trip

1034	SES OSU Visit	11/21/2019 8:30:00 AM	Stayton Elementary School	11/21/2019 2:15:00 PM	85	25	Oregon State Univeristy	We will be visiting Oregon State University to watch a Women's basketball game and learn more about the university. This will expose our students to college, which ties in greatly with AVID!	Curriculum Trip
1002	Mari-Linn @ O.S.U. Basketball	11/21/2019 8:30:00 AM	Mari Linn School	11/21/2019 2:30:00 PM	75	12	OSU, Corvallis	Exposure to an University and the positives of continuing education.	Curriculum Trip
1022	FAA Capital District Ag Sales/Vet Science	11/18/2019 4:00:00 PM	Stayton High School	11/18/2019 7:00:00 PM	20	1	Silverton High School 146 Pine St. Silverton, OR 97381	Students will participate in various parts of one vet science or Ag Sales	FFA
1039	SES 3rd Gr Swimming Lessons	11/18/2019 1:00:00 PM	Stayton Elementary School	11/25/2019 2:15:00 PM	20	3	Stayton Family Memorial Pool	Swimming Lessons as a part of the third grade PE curriculum.	Curriculum Trip
1013	OSBA Annual Conference	11/16/2019 5:00:00 AM	Stayton High School	11/16/2019 3:00:00 PM	31	2	Marriott, Portland	Performing for Oregon State School Board Convention	Choir
1031	Chemeketa Apprenticeship Week	11/15/2019 8:30:00 AM	Stayton High School	11/15/2019 2:00:00 PM	25	2	Chemeketa CC 4000 Lancaster Dr NE Building 33, Salem	Explore apprenticeship opportunities	Stayton High Construction Class
1023	SHS FFA Willamette Ag show	11/13/2019 10:30:00 AM	Stayton High School	11/13/2019 2:30:00 PM	25	2	Linn County Fairgrounds 3700 Knox Butte Rd E, Albany, OR 97322	Students will observe different Ag related Careers and local business, interact with them and learn what Agricultural, jobs, careers and pathways are out there.	FFA
1015	Choir Fall Festival in Monmouth	11/6/2019 8:00:00 AM	Stayton High School	11/6/2019 6:00:00 PM	31	2	Western Oregon University, Music Dept.	Fall festival for choirs at WOU	Choir
1036	RICKREALL CONCRETE TRIP	11/5/2019 8:00:00 AM	Stayton High School	11/5/2019 1:00:00 PM	15	1	6005 N Pacific Hwy West Rickreall, OR 97371	Explore occupations	Stayton High Construction Class

1017	SUB Elementary-GR3 OSU	11/5/2019 8:00:00 AM	Sublimity School	11/5/2019 11:30:00 AM	43	12	875 SW 26th St, Corvallis, Or 97331	We will be learning both math and science concepts through interaction with clubs from Oregon State University. Students will use inquiry and prior knowledge during the activities. We will also be taking a tour of the recreational facility on campus to spark college and career readiness in our students.	Curriculum Trip
1030	OWC Drama Workshop	11/5/2019 7:00:00 AM	Stayton High School	11/5/2019 4:00:00 PM	30	1	Newport Performing Arts Center, 777 W Olive St Newport 97365	Learn skills in acting, improv and technical theater.	Stayton High Drama
1021	AVID 12 College Visit: SOU and OIT	11/2/2019 11:00:00 AM	Stayton High School	11/3/2019 8:00:00 PM	8	2	Ashland and Klamath Falls, OR	This is an opportunity to take our AVID seniors to two schools, and to visit a place that none of them have been before. We will visit both OIT and SOU.	Curriculum Trip
1029	SHS ASB-Seaside OASC	11/2/2019 10:00:00 AM	Stayton High School	11/4/2019 4:00:00 PM	11	2	2132 Beach Dr Seaside, OR 97138	Attending the Oregon Association of Student Councils annual conference.	Stayton High ASB
1035	choir trip	10/30/2019 12:15:00 PM	Stayton High School	10/30/2019 1:30:00 PM	31	1	Cascade High School, 10226 Marion Rd SE, Turner 97392	Working and rehearsing with Cascade choir for our combined fall performances.	Choir

1025	Sub Elementary-Life Skills Baumans Farm	10/30/2019 9:00:00 AM	Sublimity School	10/30/2019 2:00:00 PM	15	5	12989 Howell Prairie Rd NE Gervais, Or 97026	Exposing students to agriculture in our area, including farm animals and feeding habits. Students will investigate and understand basic needs and life processes of plants. They will use maps to navigate the farm, using a map key and cardinal directions, tying into the social studies unit they have been studying. They will gain exposure to future job opportunities in the farming field. We will be joining the High School Life Skills classroom as a step toward transitioning students to the high school culture and expectations.	Curriculum Trip
1008	Bauman Farms & Abby's Pizza Woodburn	10/30/2019 8:30:00 AM	Stayton High School	10/30/2019 2:00:00 PM	15	6	12989 Howell Prairie Rd NE, Gervais, OR 97026 & 1215 N Pacific Hwy, Woodburn, OR 97071	Getting the kids out into the community, and restaurant behavior	Stayton High Project Unify/MATCR
1028	SES 3rd Gr/Flemming Swimming Lessons	10/28/2019 1:00:00 PM	Stayton Elementary School	11/4/2019 2:15:00 PM	21	3	Stayton Family Memorial Pool	Students will be attending swimming lessons at the Stayton Pool as part of their physical education and health curriculum.	Curriculum Trip
1026	Junior College Fair Trip	10/28/2019 8:30:00 AM	Stayton High School	10/28/2019 1:30:00 PM	50	3	Portland Convention Center	To allow students to see all the different post-high school options available to them	Stayton High Counseling
1033	Functional Math Group	10/24/2019 12:15:00 PM	Stayton Middle School	10/24/2019 1:30:00 PM	5	1	Stayton OR	Adding and subtracting with decimals and money for a functional math group	Curriculum Trip
1016	M-L Pumpkin Patch	10/22/2019 10:00:00 AM	Mari Linn School	10/22/2019 2:15:00 PM	67	18	Greens Bridge Pumpkin Patch	Preparing for pumpkin science	Curriculum Trip

1020	SES First Grade Gilbert house	10/22/2019 9:15:00 AM	Stayton Elementary School	10/22/2019 1:45:00 PM	98	24	Gilbert House Children's Museum, 116 Marion St NE Salem	Exploring science and working on fine motor skills through play.	Curriculum Trip
1004	SES 3rd Grade Swimming Lessons	10/21/2019 1:00:00 PM	Stayton Elementary School	10/25/2019 2:30:00 PM	18	3	Stayton Family Memorial Pool	PE - Swimming Lessons	Curriculum Trip
1009	Kindergarten SES to Heiser Pumpkin Patch	10/18/2019 8:45:00 AM	Stayton Elementary School	10/18/2019 2:00:00 PM	100	50	21425 Grand Island Loop, Dayton Oregon 97114	this culminating activity will follow our social sudies/science unit: farm, plant life cycles, agriculture careers	Curriculum Trip
1014	Fall Showcase	10/16/2019 8:00:00 AM	Stayton High School	10/16/2019 2:00:00 PM	31	1	Cascade High School Auditorium 10226 Marion Rd SE, Turner	Choir League Showcase	Choir
1001	SUB ELEMENTARY - KG Bauman Farms	10/10/2019 10:15:00 AM	Sublimity School	10/10/2019 2:15:00 PM	46	13	12989 Howell Prairie Rd, Gervais, OR 97026	Learn about farming	Curriculum Trip
1005	SES Stayton Walking Field Trip	10/10/2019 8:45:00 AM	Stayton Elementary School	10/10/2019 2:15:00 PM	91	27	Stayton Post Office, Stayton Library, Star Cinema, Brown House, Police Station, Pioneer Park	Students will be able to gain a real life, in person, experience the historical places around town.	Curriculum Trip
992	FFA District Soils	10/8/2019 8:00:00 AM	Stayton High School	10/8/2019 2:30:00 PM	20	1	CASE Farms, 33070 Dever-Conner NE Albany 97321, (exit #239)	Students will evaluate soil out in the field to determine texture, usefulness and best use.	Stayton High FFA
1003	M-L @ US Marine Band National Tour	10/6/2019 1:15:00 PM	Mari Linn School	10/6/2019 6:30:00 PM	40	5	Corvallis High School	ML's Beginning & Advance Bands will see one of the Nations most amazing bands in concert.	Curriculum Trip
993	SHS Choir Bonding Day	10/5/2019 8:15:00 AM	Stayton High School	10/5/2019 6:00:00 PM	32	1	Newport, OR	Choir bonding	Stayton High Choir
1006	Vet Science CDE invitational	10/5/2019 6:00:00 AM	Stayton High School	10/5/2019 4:00:00 PM	10	1	Redmond High School 675 SW Rimrock Way, Redmond, OR 97756	Students will be part of a Vet Science team, They will participate in various vet practices, Clinical, handing, team event, problem solving.	Stayton High FFA

1012	SHS Biodiversity Lab AFTERNOON	10/4/2019 12:30:00 PM	Stayton High School	10/4/2019 3:00:00 PM	60	5	Stayton Intermediate/Middle School "back forty"	Students will be executing an experiment of their own design by gathering data on the biodiversity of arthropod species in the area.	Stayton High Science Teacher
1000	SES Silver Falls Field Trip	10/4/2019 8:30:00 AM	Stayton Elementary School	10/4/2019 2:00:00 PM	42	12	Silver Falls State Park	Students will have the opportunity to observe a temperate rain forest and learn more about Oregon	Curriculum Trip
1011	SHS Biodiversity Lab MORNING	10/4/2019 8:00:00 AM	Stayton High School	10/4/2019 10:30:00 AM	65	5	Stayton Intermediate/Middle School "back forty"	Students will be executing an experiment of their own design by gathering data on the biodiversity of arthropod species in the area.	Stayton High Science Teacher
999	SES Silver Falls	10/3/2019 8:30:00 AM	Stayton Elementary School	10/3/2019 2:00:00 PM	42	12	Silver Falls State Park	Observe a temperate rain forest and learn more about Oregon ecosystems.	Curriculum Trip
1019	Freres lumber (construction)	10/3/2019 8:30:00 AM	Stayton High School	10/3/2019 1:00:00 PM	14	1	Freres Lumber 141 14th St, Lyons, OR 97358	Career exploration	Stayton High Construction Class
994	Mari-Linn - Oregon Zoo	10/2/2019 8:00:00 AM	Mari Linn School	10/2/2019 2:00:00 PM	19	1	Oregon Zoo	Observing the lives of wild animals while learning about their habitats. Also builds a sense of community within the classroom.	Curriculum Trip
1010	SMS Going to the Opera	10/1/2019 8:30:00 AM	Stayton Middle School	10/1/2019 11:15:00 AM	67	2	Stayton High School gym	Opera Lesson, (in alignment with National Standards) will be presented in classroom setting for all our students by the actors of the Portland Opera. Then, the actors will actually do an hour performance of the Opera they have just learned about.	Choir
991	FFA Capital District Leadership Camp	9/22/2019 10:00:00 AM	Stayton High School	9/23/2019 3:00:00 PM	10	1	Aldersgate 7790 Marion Rd SE, Turner OR 97392	Students will learn about the responsibilities of their office, collaborate with state, district officers and other FFA members.	Stayton High FFA

995	Focus on the Family Luncheon	9/18/2019 11:30:00 AM	Stayton High School	9/18/2019 3:00:00 PM	7	1	Stayton High School	To gain awareness of non-profit organizations in our community	Stayton High FBLA
997	SMS 6th Grade Outdoor School	9/16/2019 9:15:00 AM	Stayton Middle School	9/20/2019 1:00:00 PM	125	8	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 the conservation of natural and human resources.	Curriculum Trip
996	SMS Outdoor School Counselors	9/15/2019 1:00:00 PM	Stayton High School	9/20/2019 3:30:00 PM	22	0	Camp Tadmor	To gain leadership/mentoring skills as they chaperone 6th students who are attending ODS in their daily activities and cabins	Curriculum Trip
990	FFA Salmon Watch	9/13/2019 8:30:00 AM	Stayton High School	9/13/2019 2:30:00 PM	50	3	Packsaddle park 34519 N Santiam Hwy, Gates, OR 97346	Students will learn the life cycle of a salmon, search for microinverbrates, hand-on experience.	Stayton High FFA
988	SHS ASB-OWC Ropes Course	9/12/2019 8:00:00 AM	Stayton High School	9/12/2019 2:00:00 PM	10	2	Salem Ropes Course 7085 Battle Creek Rd SE, Salem, OR 97317	Get to know other Oregon West ASB students	Stayton High ASB

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

**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 March)

**Tasks:**

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

**Other Activities/Events**

- Licensed In-Service Day
- Booster Club Annual Auction

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**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 (if applicable)

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**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

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**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**

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### **June**

#### **Tasks:**

LT Goal Preparation

#### **Special Session/Budget Hearing:**

Review Board Self-Evaluation (in 2020)-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. 64

- 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)
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## 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 for Previous Year—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

ELPA and Smarter Balance Update—David

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

### **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
- 9<sup>th</sup>-12<sup>th</sup> Graders On-Track
- TAG Program
  - Number of Students Identified
  - Identification Process
  - Supports (School and Budgetary)

College Credits Earned in Previous Year—Alan Kirby

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

Exit Interview Survey Results- Debi

Annual Report—Janine

Special Education Report—Jeri = postponed until Nov

Booster Club Report~ Donations and Activities—Club President

## Other Activities/Events

- State-wide Licensed In-Service Day
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### 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

State District and School Report Cards—Dave

Assessment Data-Dave

- 3<sup>rd</sup> Grade Reading
- 5<sup>th</sup> Grade Math
- 10 Grade Writing

Sub-Group Data

- ELL
- SpEd
- Poverty
- Minority

## Other Activities/Events

- OSBA Annual Conference
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### December

#### **Regular Session:**

Recognition/Awards— Board Strategy

ASB Report- Laura Warren

Superintendent Report/Funding & Financials—Andy/Jane

Budget Calendar Draft-Jane

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### 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

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

