



2020-21 Board of Directors

Board Chair, Mike Wagner

Board Vice-Chair, Alisha Oliver

Board Members: Tass Morrison, Tod Nau, Erin Cramer, Laura Wipper,
Student Representative to the Board, Mya Joyce

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 18, 2021 ~ 6:00 PM

Virtual Meeting

Remotely Via Zoom

Stayton, OR 97383

VISION

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

MISSION STATEMENT

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

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 via Zoom using the link information listed below. 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 request available via the link PUBLIC COMMENT CARD prior to this point in the agenda. Comment cards are also available in person in the District Office but must be completed prior to 4:00 pm on the day of the meeting. 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 on the District website.*

ACKNOWLEDGEMENT OF BOARD MEMBERS PRESENT: MIKE WAGNER
Garrett Trott has indicated he will not be present at the meeting.

PLEDGE OF ALLEGIANCE: MIKE WAGNER

2. APPROVAL OF THE AGENDA

Description: Any changes to the board packet after posting on February 12, 2021 are noted below:

Added Attachments-

- 7.1-Resolution #021821A & Memo re: resolution
- 7.2-Resolution #021821B
- 8.2- Food Services and General Fund Financials
- 9.1-Feb 2021 Enrollment

Added Agenda Items-

Removed Agenda Items-

DRAFT MOTION

Motion that the Board approves the meeting agenda as modified.

Motion Made By:

Vote:

3. SPOTLIGHT

Description: This item is set aside for informational presentations that are not recurring agenda items. This may include guest speakers and highlights on schools or programs in the District..

1. Classified Appreciation Week Proclamation

7

Presenter: Andy Gardner

Description: Superintendent Gardner will acknowledge the District's classified staff members and ask the board to approve the annual resolution proclaiming the 1st week in March as Classified Appreciation Week.

2. Stayton Elementary School -postponed until next meeting

Presenter: Wendy Moore

4. STUDENT BUSINESS

Description: This agenda item is for monthly reports from the Stayton High School ASB club and for other requests/reports from students.

5. 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 District's website. Those who have completed a comment request will now be called (in the order they were received) to turn on their video and microphones to address the Board. Once their comment is complete, they are asked to mute themselves and turn off their cameras. Please note that speakers will have three minutes to express their thoughts.

6. 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 Meeting Minutes*

8

Description: The minutes from the previous month's meeting are submitted for Board review and approval.

2. *Licensed Staff Changes*

14

Description: School boards must approve the hiring and annual renewal and non-renewal of the Licensed staff contracts. Any changes in Licensed staff since the last board meeting are listed below. Only new hires require board approval; building transfers, resignations and retirements are for information only.

New Hires (Board Action Required)

Kyle Hughes-SHS teacher (Temporary - replacing Jim Fitzgerald)

Whit Bronaugh-SHS teacher (Temporary - covering Danielle Weidmann)

Resignations

Michael Hammond- SHS effective 6/18/2021

Retirements

Diane Allen-Jackson- SIS/SMS/SHS teacher (Currently working back, hoping to continue)

Missy Riesterer- SUB Principal (Worked back for 20-21)

Connie Franklin-ML teacher effective 6/1/2021

Leave of Absence

Courtney Thompson-SIS teacher effective 1/8/21-5/13/21

Danielle Weidmann-SHS teacher effective 2/11/21-6/17/21

Description: The following updates to NSSD Board policies were recommended by the Oregon School Boards' Association as part of their Policy Plus subscription program. They were submitted for a first reading in the January 2021 meeting and are now submitted for approval.

- GBEB-Communicable Diseases/Staff
- GBEB AR-Communicable Diseases/Staff
- JHCC-Communicable Diseases/Students
- JHCC AR-Communicable Diseases/Students

These updates include language regarding COVID-19 and to clearly differentiate the AR's between staff and students.

The grey highlights are text added by OSBA. The yellow highlights are suggested by NSSD staff and the strikethroughs are either the current verbiage or edits suggested by OSBA that were overwritten by NSSD staff.

4. Action on Consent Agenda

Description: DRAFT MOTION-CONSENT AGENDA

Motion that the Board approves the Consent Agenda including; 7.1-Minutes from the 01/21/21 Regular Session, 7.2- New hires Kyle Hughes & Whit Bronaugh and 7.3-Updates to policies GBEB and JHCC

(Associated Regulations, noted by -AR, do not require board approval)

Motion Made By:

Vote:

7. NEW BUSINESS

1. OSBA Legal Assistance-Resolution 021821A

Presenter: HR Director, Debi Brazelton

Description: The resolution gives the District the latitude to use OSBA's Legal Assistance Trust or allow EduStaff's attorneys to represent NSSD in the event it is needed for us to join other districts in fighting a claim filed by an EduStaff substitute. See the attached letter from Lisa Freiley, WESD Attorney.

DRAFT MOTION-RESOLUTION #021821A

WHEREAS, the North Santiam School District Board is a member of the Oregon School Boards Association, and a current dues-paying member of the Legal Assistance Trust;

NOW, THEREFORE, BE IT RESOLVED that the North Santiam School District Board hereby requests assistance from the OSBA Legal Assistance Trust to assist North Santiam School District with the costs of litigation in the case involving Bureau of Labor and Industries Order Determination Case #20-1125.

Motion Made By:

Vote:

2. Excise Tax Waiver Extension-Res #021821B

Description: The Oregon Homebuilder's Assoc has requested that the District extend the deadline for applications for the excise tax waivers beyond March 1, 2021 because many homeowners are just now beginning to apply for permits.

DRAFT MOTION-RESOLUTION #021821B

Motion that the Board hereby extends the expiration date of Resolution #101520A from March 1, 2021 to September 30, 2021.

Motion Made By:

Vote:

8. **REPORTS**

1. **Superintendent's Report**

Presenter: Andy Gardner

2. **Business Director's Report**

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Presenter: Jane Nofziger

Description: The Business Director will present the monthly financials. She will also present a draft 2021-2022 Budget Committee calendar for Board members to review to determine their availability. The official calendar and list of committee members will be presented for approval in the March meeting.

3. **Student Success Act**

Presenter: Dave Bolin, Assoc Supt

9. **INFORMATION ONLY**

1. **Student Enrollment:**

40

Description: Current enrollment as of 2/18/21 is 2128. Enrollment at each school is listed below. The attachment includes numbers at each grade level as well as some homeschool enrollment information.

Mari-Linn: 157

Sublimity: 348

Stayton Elementary: 334

Stayton Intermediate/Middle: 474

(SIS: 140 SMS: 334)

Stayton High: 727

Options Academy: 88

2. **Future Agenda Items:**

42

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.

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

Description: Information regarding activities across the District can be found on the website at www.nisantiam.k12.or.us

March 4, 2021 Special Session-Board Meeting:
6:00 pm ~ NSSD Office, Santiam Room

March 18, 2021 Regular Session Board Meeting:

6:00 pm ~ Location TBA

10. **BOARD ANNOUNCEMENTS**

Description: Announcements for this meeting:

Board Greeter for Next Month:

Possible Future Agenda Items:

11. **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 021821C

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 1-5, 2021, 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 18, 2021.

Signed:

Board Chair, Mike Wagner

Superintendent, Andy Gardner



North Santiam School District

2020-21 Board of Directors

Board Chair, Mike Wagner

Board Vice-Chair, Alisha Oliver

Board Members: Tass Morrison, Tod Nau, Erin Cramer, Laura Wipper, Garrett Trott

Student Representative to the Board, Mya Joyce

Superintendent, Andy Gardner

School Board/Superintendent Executive Secretary: Tonia Whisman

Access to the agenda and board packet can be located on the District website at

www.nisantiam.k12.or.us > [School Board](#) > [Agendas/Meeting Minutes](#)

Thursday, January 21, 2021 Regular Session

Virtual Meeting, Remotely Via Zoom, Stayton, OR 97383 ~ 6:00 PM

MINUTES - DRAFT

1. CALL REGULAR SESSION TO ORDER:

The Board Chair called the meeting to order at 6:02 pm with all members present with the exception of Laura Wipper who notified the Board in advance she would be arriving late. He then led those in attendance in the Pledge of Allegiance. (Laura arrived at 6:08 pm)

Join Zoom Meeting

[https://nsantiam-k12-or-](https://nsantiam-k12-or-us.zoom.us/j/86378130561?pwd=aVBHTFBwNkdBbXBsK21LSjlxR1JCZz09)

[us.zoom.us/j/86378130561?pwd=aVBHTFBwNkdBbXBsK21LSjlxR1JCZz09](https://nsantiam-k12-or-us.zoom.us/j/86378130561?pwd=aVBHTFBwNkdBbXBsK21LSjlxR1JCZz09)

Meeting ID: 863 7813 0561

Passcode: 467471

2. APPROVAL OF THE AGENDA:

Any changes to the board packet after posting on January 14, 2021 were acknowledged:

Added Attachments-

7.2-Jan 2021 Licensed Report

8.2-2020-21 School Calendar COVID 01.21.21

8.3-Board Policies JHCC & GBEB

Added Agenda Items-

8.2-Revised 2020-21 School Calendar

MOTION-CONSENT AGENDA

Motion that the Board approves the meeting agenda as modified.

Motion Made By: Garrett Trott

Vote: 6-0

3. **SPOTLIGHT:**

1. School Board Appreciation Month:

Supt. Gardner announced that January is School Board Recognition Month and acknowledged each member's service to the District. Both Supt Gardner and Board Secretary Tonia Whisman expressed their appreciation to the Board for their dedication, humility, collaborative functioning and continued focus on doing what's best for kids.

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

*Typically there would be an official proclamation signed by the Governor attached to this agenda item but as of the date of the meeting, it had not been made available.

2. Stayton Intermediate/Middle School:

Principal Mike Proctor was joined by Vice Principal Matt Olson and AVID Site Coordinator Jessica Roth who shared some of the amazing and effective Social/Emotional, AVID and RULER strategies they have been employing at SIS/SMS this year. Their presentation has been added to the board meeting materials,

4. **STUDENT BUSINESS:**

Stayton High School ASB president and Student Representative to the Board, Mya Joyce, shared her monthly report. Highlights included:

- The ASB Club is planning a Mental Health Awareness Week for the upcoming week. They may also plan activities in May because it is Mental Health Awareness Month.
- The Ace It! Tutoring Club is still operating even though is it largely virtual.
- The Eagle Athlete Leadership Team has been able to meet more lately and was even honored to have Tass Morrison as a guest speaker at a recent meeting.

5. **PUBLIC COMMENT:**

David Patty from Stayton shared his concerns regarding students who haven't been selected for in-person learning. He is concerned that their time with teachers during distance learning will be reduced in order to serve the students who have been selected to come into buildings for Limited In-Person Learning.

Supt Gardner indicated he would call Mr. Patty the following day to discuss his concerns in more detail since he (Mr. Patty) wasn't able to stay for the remainder of the meeting to hear about the upcoming plans for student instruction, both in-person and virtual.

6. **REPORTS:**

1. Superintendent's Report:

Key points included:

- New metrics for returning to school have been changed to 350 cases (or less) per 100,000. The District plans to send a communication to all parents to share plans to move forward with a Hybrid in-person learning model for any students who wish to return to buildings. The hope is to be able to begin this in late February but whenever the date is, there will be a three week notice to parents. Regardless of when it occurs, the pace will be purposefully slow and deliberate to make safety the highest priority. In addition, schools who intend to bring students back into the classroom must have a COVID testing system in place by March 1st. The District's nurses are working with Oregon health authorities on the process.

District and building admin, along with union representatives and Mid-Co Bus Co, will begin to meet weekly to plan and prepare for the shift to the Hybrid model. As required in the [Ready Schools, Safe Learners guidance](#) from ODE, districts are required to update their Operational Blueprints. This will be done by building committees which will also include a classified staff member. In the meantime, Limited In-Person Instruction will continue.

- NSSD staff will have the opportunity to receive a 1st COVID vaccine on January 25, 2021 at Santiam Hospital, with the 2nd to follow in approximately one month. Supt Gardner asked Board member Erin Cramer to share information regarding the vaccines (Erin is the Director of Clinics for the Santiam Hospital). He relayed some general info regarding how the vaccine process has been proceeding thus far and upcoming plans.
- The Stayton High School 2020 audited grad rate has recently been released and is 84%. This is down from 2018-19 which was 87.1% (past years include: 17/18-84.74%, 16/17-81.25%, 15/16-72.64%, 14/15-78.20%) The goal remains 90%.
- He discussed the possibility of putting a school bond on the May 2021 ballot. The District has once again obtained the [OSCIM Grant](#) which would award the District \$4 million in matching funds if the bond passes. For this reason, the Board needs to make a decision if a May 2021 bond will be pursued. They discussed the subject and unanimously agreed that due to the circumstances that community members are dealing with, including COVID-19 and wildfire recovery, it was not an appropriate time to ask for an increase in their tax liability. The last motion by the Board was to withdraw the filing to go for a school bond so there is no need for a motion to continue with this decision. They did express some interest in re-evaluating for the November 2021 election which will require a filing in August 2021.

2. **Business Director's Report:**

1. Monthly Financial Report:

Business Director Jane Nofziger presented the monthly financial statement. She stressed the importance of keeping funds available in the General Fund since it is widely anticipated that expenditures will rise sharply in order to prepare and maintain buildings in order for students to return in larger numbers.

In addition she noted the District is in an information gathering state to consider a PERS bond for the District's future PERS obligation. She requested to hear the Board's opinion about spending approximately \$2,000 for a six-week (approx.) analysis. The information gathering is a risk vs. reward evaluation since the reward would be dependent upon interest rates increasing long term from the current (low) levels.

The Board agreed it would be prudent to proceed with the analysis. No motion was required.

2. **Audited NSSD 2019-20 Financial Report:**

The independent auditor's report on the NSSD 2019-2020 Financial Report was included in the meeting materials. The Business Director noted there were no audit exceptions in the report. She did indicate the auditors recommended that moving forward the District should

create a supplemental budget account to process student scholarships that come from outside groups and organizations but are held and processed (paid to education institutions directly) by NSSD on their behalf. She indicated she would be asking the Board to approve a resolution to do so under the NEW BUSINESS agenda item.

3. **Student Success Act Report:**

Associate Supt. Dave Bolin updated the Board on the status of the Student Investment Account funding available as a result of the Student Success Act. He noted the District is exploring technology options that can help improve asynchronous learning days. An example would be camera equipment that would allow students who are learning from home to tune in live to the in-person lessons happening in the classrooms.

4. **Annual District-wide AVID Report:**

District-wide AVID Coordinator Nicole Duncan gave the annual AVID report. She also gave a recap of professional development opportunities offered to staff. Her presentation has been added to the board meeting materials.

6. **Community Engagement Committee Report:**

Community Engagement Committee Chair Tass Morrison shared that the January meeting was cancelled

7. **CONSENT AGENDA:**

1. *Approval of Meeting Minutes:*

The minutes from the previous month's meeting were submitted for Board review and approval.

2. *Licensed Staff Changes:*

School boards must approve the hiring and annual renewal and non-renewal of the Licensed staff contracts.

New Hires (Board Action Required)

Morgan Fredericks-SMS, Counselor (working under an emergency school counselor license)

3. *NSSD Policy Updates (Second Reading):*

The following updates to NSSD Board policies were presented for a First Reading in December and were submitted for a Second Reading and possible approval.

JB- Equal Ed Opportunity

JFCM-Threats of Violence

GCPC/GDPC-Retirement of Staff (delete old and replace)

LBEA-Resident Student Denial for Virtual Public Charter School Attendance

4. Action on Consent Agenda:

MOTION-CONSENT AGENDA

Motion that the Board approves the Consent Agenda including; 7.1-Minutes from the December 17, 2020 Regular Session, 7.2-New hire-Morgan Fredricks and 7.3-updates to policies JB, JFCM, GCPC/GDPC and LBEA.

Motion Made By: Garrett Trott

Vote: 7-0

8. **NEW BUSINESS:**

1. **New Supplemental Budget Res #012121A:**

To bring the District into local budgeting law compliance in management of scholarship funds for Stayton High School graduates, the Business Director asked the Board to authorize the

addition of a 700 Fund to the 2020-21 budget.

MOTION-RESOLUTION #012121A

NOW THEREFORE BE IT RESOLVED, that the North Santiam School District Board approves the addition of a Supplemental Budget - For a Trust and Agency Fund - For a total of \$30,000, to the 2020-21 District Budget to manage the Stayton High School Scholarship Fund.

Motion Made By: Garrett Trott

Vote: 7-0

2. Revised 2020-21 School Calendar:

The initial start date and grading days for term 1 and mid-term 2 have had to be adjusted due to the delay in the start of the school year caused by the Beachie Creek Fire and COVID 19. At this time, the end of the school year is still planned for June 15, 2021 but it could be delayed if there are any further unplanned school closures. The Board was asked to accept the changes to the calendar.

MOTION-2020-21 REVISED SCHOOL CALENDAR

Motion that the Board accepts revisions to the 2020-21 school calendar as submitted.

Motion Made By: Tass Morrison

Vote: 7-0

3. NSSD Policy Updates/First Reading:

Updates to the following NSSD Board policies have been recommended by the Oregon School Boards' Association as part of their Policy Plus subscription program and were included for a First Reading.

GBEB-Communicable Diseases/Staff

GBEB AR-Communicable Diseases/Staff

JHCC-Communicable Diseases/Students

JHCC AR-Communicable Diseases/Students

9. INFORMATION ONLY:

1. **Student Enrollment:** Included in the board meeting materials

2. **Future Agenda Items:** Included in the board meeting materials

3. **Upcoming Board Events & Activities:** Included in the board meeting materials

10. BOARD ANNOUNCEMENTS:

Announcements for this meeting:

- There will be three board positions expiring on 6/30/21 so they will be on the May 2021 ballot. They include Position 1 (Tass Morrison), Position 3 (Laura Wipper) and Position 7 (Alisha Oliver). Those board members who are choosing to seek re-election were instructed to file the SEL 190 District Candidate Filing form with the Marion County Elections office between Feb 6, 2021-March 18, 2021.
- Tass announced she will attend the NSBA virtual equity conference and the OSBA Board Self-Evaluation webinar.

11. ADJOURN:

The Board Chair adjourned the meeting at 9:10 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.

ACTION REQUIRED**NEW HIRES**

	<u>SCHOOL</u>	<u>NOTE</u>
Kyle Hughes	SHS	Temporary - replacing Jim Fitzgerald
Whit Bronaugh	SHS	Temp - covering Danielle Weidmann

*****FYI*******RESIGNATIONS**

	<u>DOT</u>	<u>SCHOOL</u>	<u>NOTE</u>
Michael Hammond	6/18/2021	SHS	

RETIREMENTS

	<u>DOR</u>	<u>SCHOOL</u>	<u>NOTE</u>
Diane Allen-Jackson		SIS/SMS/SHS	Currently working back, hoping to continue
Missy Riesterer		Sublimity	Worked back for 20-21
Connie Franklin	6/1/2021	ML	

LEAVE OF ABSENCE

	<u>DOL</u>	<u>SCHOOL</u>	<u>NOTE</u>
Courtney Thompson	1/8/2021	SIS	Returns May 13
Danielle Weidmann	2/11/2021	SHS	Through end of school year

North Santiam School District

Code: GBEB
Adopted: 10/19/17

Communicable Diseases-Staff

The District shall provide reasonable protection against the risk of exposure to communicable disease for employees while engaged in the performance of their duties. Reasonable protection from communicable disease is generally ~~shall be attained~~ through immunization, exclusion or other measures provided ~~for in Oregon Revised Statutes and Oregon Administrative Rules~~ by Oregon law, by the local health department or in the *Communicable Disease Guidance* published by the Oregon Department of Education and the Oregon Health Authority.

An employee may not attend work while in a communicable stage of a restrictable disease or when an administrator has reason to suspect that the employee has or has been exposed to any disease for which exclusion is required in accordance with law and per administrative regulation GBEB-AR - Communicable Diseases - Staff. If the disease is a reportable disease, the administrator will report the occurrence to the District Nurse. If there is a potential school exposure, the District Nurse will then report the case to the Local Public Health Authority. ~~local health department.~~

Employees shall comply with ~~all other measures~~ the use of personal protective equipment as Directed by the District and with all rules set by Oregon Health Authority, Public Health Division, and the ~~county local public health department~~ Local Public Health Authority. ~~Employees have a responsibility to report to the district when infected with a communicable disease unless stated otherwise by law.~~

In those cases where a ~~communicable~~ restrictable or reportable disease is diagnosed and confirmed, the ~~district~~ administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure. Employees may ~~shall~~ provide services to students who are infected with a restrictable or reportable disease in an alternative setting ~~who are infected with a communicable disease except~~ as provided by law.

~~Employees who have the responsibility to work with or to provide services to persons other than students, shall provide the services to all such persons, including those who are infected with a communicable disease, and shall provide the services in accordance with this policy. Where the district knows that a person is infected with a communicable disease it shall inform the employees, as appropriate, to protect against the risk of exposure.~~

~~No employee shall be denied the opportunity to provide service solely on the basis that the employee is infected with a communicable disease except as otherwise required by law. The district may require an employee infected with a communicable disease, which is diagnosed and confirmed, to comply with such reasonable measures, including submission to district paid medical examinations, as may be determined as conditions of continued employment.~~

The District shall protect the confidentiality of an employee's health condition ~~and~~ record to the extent possible and consistent with federal and state law.

The District will include, as part of its ~~emergency plan~~ **Comprehensive Communicable Disease Plan**, a description of the actions to be taken by District staff in the case of a declared public health emergency or other catastrophe that disrupts district operations.

The superintendent will develop administrative regulations necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 431.150 - 431.157](#)

[ORS 433.001 - 433.526](#)

[OAR 333-018](#)

[OAR 333-019-0010](#)

[OAR 333-019-0014](#)

[OAR 333-019-1000](#)

[OAR 437-002-0360](#)

[OAR 437-002-0377](#)

[OAR 581-022-2220](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance* (2020).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).
Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §§ 1320d to -1320d-8 (2018); 45 C.F.R. Parts 160, 164 (2019).

Communicable Diseases (Version 1)

In accordance with state law, rule and health authority communicable disease guidelines, the procedures as established below will be followed:

School Restrictable/School Reportable Diseases

1. Restrictable diseases are communicable diseases which occur in a setting where predictable and/or serious consequences may occur to the public. School restrictable diseases are defined as a disease which can be readily transmitted in a school setting and to which students and/or employees in a school may be particularly susceptible;
2. A district employee who is diagnosed to have a school restrictable disease shall not engage in any occupation which involves contact with students as long as the disease is in a communicable stage;
3. A student who is diagnosed to have a school restrictable disease shall not attend school as long as the disease is in a communicable stage. These restrictions are removed by the written statement of the local health officer or designee or a licensed physician (with the concurrence of the local health officer) that the disease is no longer communicable to others in the school setting. For those diseases indicated by an asterisk (*) the restriction may be removed by a school nurse. School restrictable diseases include, but are not limited to:
 - a. Chicken pox*;
 - b. Cholera;
 - c. Diphtheria;
 - d. Measles;
 - e. Meningococcal disease;
 - f. Mumps*;
 - g. Pediculosis** (head lice);
 - h. Pertussis (whooping cough);
 - i. Plague;
 - j. Rubella (German measles);
 - k. Scabies*;
 - l. Staphylococcal skin infections*;
 - m. Streptococcal infections*;
 - n. Tuberculosis;
 - o. Pandemic flu.

The school administrator may, when he/she has reasonable cause to believe the student has a school restrictable disease, exclude that student from attendance until a physician, public health nurse or school nurse certifies that the student is not infectious to others;

1. The local health officer or designee may allow students and employees with diseases in a communicable stage to continue to attend and to work in a school when measures have been taken to prevent the transmission of the disease;
2. More stringent rules for exclusion from school may be adopted by the local health department or by the district through Board-adopted policy;
3. A disease may not be considered to be a school restrictable disease unless it is listed in section 3. above, in accordance with OAR 333-019-0010 (5), it has been designated to be a school restrictable disease through Board policy or the local health administrator determines that it presents a significant public health risk in the school setting;
4. When a person is diagnosed as having diphtheria, measles, pertussis (whooping cough) or rubella (German measles), the local health officer may exclude from any school in his/her jurisdiction any student or employee who is susceptible to that disease;
5. The district's emergency preparedness plan shall address the district's plan with respect to a declared public health emergency at the local or state level.

Notification

1. Any staff member who has reason to suspect that a student is infected with a reportable, but not school restrictable disease shall so inform the school administrator. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by Oregon Health Services and county health department.
2. Employees have a responsibility to report to the district when infected with a school restrictable communicable disease unless stated otherwise by law.
3. In the event a school administrator is informed that a staff member or student may have a reportable disease, he/she will seek confirmation and assistance from the local health department to determine the appropriate district response. Reportable diseases include, but are not limited to:
 - a. Acquired immunodeficiency syndrome (AIDS);
 - b. Amebiasis;
 - c. Anthrax;
 - d. Botulism;
 - e. Brucellosis;
 - f. Campylobacteriosis;
 - g. Chancroid;
 - h. Chlamydia trachomatis infection of the genital tract;
 - i. Cholera;
 - j. Cryptosporidiosis;
 - k. Diphtheria;
 - l. Escherichia coli 0157-caused illness;
 - m. Food-borne illness;

- n. Giardiasis;
- o. Gonococcal infections;
- p. Haemophilus influenzae-caused invasive disease;
- q. Hemolytic uremic syndrome;
- r. Hepatitis (A; B; non-A, non-B and delta);
- s. HIV infection*;
- t. Leprosy;
- u. Leptospirosis;
- v. Listeriosis;
- w. Lyme disease;
- x. Lymphogranuloma venereum;
- y. Malaria;
- z. Measles (Rubeola);
- aa. Meningococcal disease;
- bb. Pelvic inflammatory disease, acute, nongonococcal;
- cc. Pertussis;
- dd. Plague;
- ee. Poliomyelitis;
- ff. Psittacosis;
- gg. Q fever;
- hh. Rabies (human and animal cases);
- ii. Rocky Mountain spotted fever;
- jj. Rubella (including congenital rubella syndrome);
- kk. Salmonellosis (including typhoid fever);
- ll. Shigellosis;
- mm. Syphilis;
- nn. Tetanus;
- oo. Trichinosis;
- pp. Tuberculosis;
- qq. Tularemia;
- rr. Yersiniosis.

*Does not apply to anonymous HIV testing.

4. With consultation and direction from the district's school nurse or appropriate health authorities, the school administrator or designee shall determine which other persons may be informed of the infectious nature of the individual student or employee within guidelines provided in statute.

Education

1. The school administrator or designee shall seek information from the district's school nurse or other appropriate health officials regarding the health needs/hazards of all students and the educational needs of the infected student.
2. The school administrator or designee shall, utilizing information obtained in section 1. above, determine an educational program for the infected student and implement same in an appropriate (regular or alternative) setting.

3. The school administrator or designee shall, from time-to-time, review the appropriateness of the educational program and the setting of each individual student.

Equipment and Training

1. The school administrator or designee shall, on a case-by-case basis, determine what equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The school administrator or designee shall consult with the district's school nurse or other appropriate health officials as to whether it is necessary to provide special training in the methods of protection from such communicable disease.

All district personnel will be instructed annually by the school health nurse to use the proper precautions pertaining to blood and body fluid exposure.

North Santiam School District~~OSBA Model Sample Policy~~

Code: GBEB-AR
Revised/Reviewed:

Communicable Diseases – Staff

In accordance with state law, administrative rule, the Local Public hHealth authority and the *Communicable Disease Guidance* (3), the procedures established below will be followed.

1. “Restrictable diseases” are defined by rule and include but are not limited to COVID-19¹, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection if, in the opinion of the local health officer, the person poses an unusually high risk to others (e.g., a child that exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health. A disease is considered to be a restrictable disease if it is listed in Oregon Administrative Rule (OAR) 333-019-0010, or it has been designated to be a restrictable disease by the local public health administrator after determining that it poses a danger to the public’s health.
2. “Susceptible” for an employee means lacking evidence of immunity to the disease.
3. “Reportable diseases” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

Restrictable Diseases

1. An employee of the district will not attend or work at a district school or facility while in a communicable stage of a restrictable disease, including a communicable stage of COVID-19², unless authorized to do so under Oregon law. When an administrator has reason to suspect that an employee has a restrictable disease, the administrator shall send the employee home and report the case to the District Nurse.
2. An administrator shall exclude an employee if the administrator has reason to suspect that an employee has been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not necessary to protect the public’s health. The administrator may request the local health officer to make a determination as allowed by law. If the disease is reportable, the administrator will report the occurrence to the local health department.

¹ Added per OAR 333-019-1000(2).

² “Communicable stage of COVID-19” means having a positive presumptive or confirmed test of COVID-19.

3. An administrator shall exclude an employee if the administrator has been notified by a local public health administrator or local public health officer that the employee has had a substantial exposure to an individual with COVID-19 and exclusion is deemed necessary by same.
4. An employee will be excluded in such instances until such time as the employee presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 - 678.390, local health department nurse or school nurse stating that the employee does not have or is not a carrier of any restrictable disease.
5. An administrator may allow attendance of an employee restricted for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or vomiting if the restriction has been removed by a ~~school~~**District N**urse or health care provider.
6. More stringent exclusion standards for employees from school or work may be adopted by the local health department.
7. The ~~d~~**D**istrict's ~~emergency p~~**Comprehensive Communicable Disease P**lan shall address the ~~d~~**D**istrict's plan with respect to a declared public health emergency at the local or state level.

Reportable Diseases Notification

1. All employees shall comply with all reporting measures adopted by the ~~d~~**D**istrict ~~in accordance with the guidance from as and with all rules set forth by Oregon Health Authority, Public Health Division and the l~~**Local Public H**health ~~department~~**Authority**.
2. An administrator may seek confirmation and assistance from the ~~District Nurse or a~~**District Nurse or a** local health officer to determine the appropriate ~~d~~**D**istrict response when the administrator is notified that an employee or a student has been exposed to a restrictable disease that is also a reportable disease.
3. ~~f~~**D**istrict staff with impaired immune responses, that are ~~pregnant~~**pregnant** of childbearing age or ~~have~~**have** some other medically fragile conditions, should consult with a ~~their~~**their** medical provider for additional guidance³.
4. An administrator ~~shall follow the guidance of the Local Public Health Authority to~~**shall follow the guidance of the Local Public Health Authority to** shall determine other persons who may be informed of an employee's ~~or student's~~**or student's** communicable disease, ~~or that of a student's when a legitimate educational interest exists or for health and safety reasons, in accordance with law.~~

Equipment and Training

1. The ~~District shall~~**District shall** administrator or designee shall, ~~on a case by case basis,~~**will identify and provide** ~~determine what the~~**the** equipment and/or supplies ~~are~~**are** necessary in a particular classroom or other setting in order to prevent disease transmission.

³ Refer to *Communicable Disease Guidance* published by the Oregon Health Authority and the Oregon Department of Education.

- | 2. The administrator or designee shall consult with the **ed**istrict's school nurse or other appropriate health officials to provide special training in the methods of protection from disease transmission.
- | 3. All **ed**istrict personnel will be instructed annually to use the proper precautions pertaining to blood and body fluid exposure per the Occupational Safety and Health Administration (OSHA). (*See* policy EBBAA).

North Santiam School District

Code: JHCC
Adopted: 8/19/99
Readopted: 10/19/17
Orig. Code: JHCC

Communicable Diseases

(delete and adopt new version)

The district will follow both the state and local health authorities' rules and regulations pertaining to communicable diseases.

END OF POLICY

Legal Reference(s):

[ORS 431.150 - 431.157](#)

[ORS 433.001 - 433.526](#)

[OAR 333-018](#)

[OAR 333-019-0010](#)

[OAR 333-019-0014](#)

[OAR 333-019-1000](#)

[OAR 437-002-0360](#)

[OAR 437-002-0377](#)

[OAR 581-022-2220](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance* (2020).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

Cross Reference(s):

EBC/EBCA - Emergency Procedures and Disaster Plans

JHCCA - Students HIV, HBV and AIDS

North Santiam School District

Code: JHCC
Adopted:

Communicable Diseases - Students

The District shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

A student will not attend school while in a communicable stage of a restrictable disease or when an administrator has reason to suspect that any susceptible student has or has been exposed to any disease for which the student is required to be excluded in accordance with law and per administrative regulation JHCC-AR - Communicable Diseases - Students. If the disease is a reportable disease, the administrator will report the occurrence to the local health department District Nurse. If there is a potential school exposure, the District Nurse will then report the case to the Local Public Health Authority. The administrator, in collaboration with the District Nurse, will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

The District may, for the protection of both the student who has a restrictable disease and the exposed student, provide an educational program in an alternative setting.

The District will include, as a part of its emergency Comprehensive Communicable Disease Plan, a description of the actions to be taken by District personnel in the case of a declared public health emergency or other catastrophe that disrupts District operations.

The District shall protect the confidentiality of each student's health condition and record to the extent possible and consistent with federal and state law. In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure based on the guidance of the Local Public Health Authority.

The superintendent will develop administrative regulations necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 431.150 - 431.157](#)
[ORS 433.001 - 433.526](#)

[OAR 333-019-0010](#)
[OAR 333-019-0014](#)
[OAR 333-019-1000](#)
[OAR 437-002-0360](#)

[OAR 437-002-0377](#)
[OAR 581-022-2220](#)

[OAR 333-018](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance* (2020). Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

Procedures for Dealing with Students Having HIV, AIDS or HBV (Version 1)

Although AIDS is a serious illness, the risk of contracting the disease in a school setting is extremely low. It is not spread from one person to another by casual social contact. Spread occurs when a body fluid such as blood or semen is introduced through broken skin or onto the mucous membranes of the eye, mouth, vagina or rectum. Specific methods for the spread of AIDS, HIV, or ARC¹ are sexual contact, sharing of intravenous needles, and transfusion of contaminated blood or blood products.

If any risk of contagion in the school setting exists, it would be limited to situations where open skin lesions or mucous membranes would be exposed to blood from an infected person. One example is a teacher providing first aid for a bleeding injury and getting blood into an open sore on his/her hand. Another example is an aggressive, neurologically handicapped or preschool child exposing other children by biting or other oral contact.

Children with HIV infections may be at increased risk of serious illness if exposed to certain infections such as chickenpox, measles, tuberculosis, herpes simplex and cytomegalovirus.

Basic Assumptions

Any procedure must be based on a set of assumptions that give credibility to the process. The following are among the assumptions that underlie this procedure:

1. All children in Oregon have a constitutional right to a free public education;
2. Because of the ways that the disease is transmitted, most children with an HIV infection pose no health risk if appropriate procedures are followed;
3. As a general rule, an infected child is entitled to remain in a regular classroom setting, be eligible for all rights, privileges, and services provided by law and by Board policy;
4. Decisions regarding educational programs and school attendance will be made on a case-by-case basis, taking into consideration all available information on the immediate case;
5. The need for confidentiality is paramount because of the potential for social isolation should a child's condition become known to others.

¹AIDS - Acquired Immune Deficiency Syndrome; ARC - AIDS Related Complex; HIV - Human Immunodeficiency Virus

Communicable Diseases (Version 1)

In accordance with state law, rule and health authority communicable disease guidelines, the procedures as established below will be followed:

School Restrictable/School Reportable Diseases

1. Restrictable diseases are communicable diseases which occur in a setting where predictable and/or serious consequences may occur to the public. "School restrictable diseases" are defined as a disease which can be readily transmitted in a school setting and to which students and/or employees in a school may be particularly susceptible;
2. A student who is diagnosed to have a school restrictable disease shall not attend school as long as the disease is in a communicable stage. These restrictions are removed by the written statement of the local health officer or designee or a licensed physician (with the concurrence of the local health officer) that the disease is no longer communicable to others in the school setting. For those diseases indicated by an asterisk (*) the restriction may be removed by a school nurse. School restrictable diseases include, but are not limited to:
 - a. Chicken pox*;
 - b. Cholera;
 - c. Diphtheria;
 - d. Measles;
 - e. Meningococcal disease;
 - f. Mumps*;
 - g. Pertussis (whooping cough);
 - h. Plague;
 - i. Rubella (German measles);
 - j. Scabies*;
 - k. Staphylococcal skin infections*;
 - l. Streptococcal infections*;
 - m. Tuberculosis;
 - n. Pandemic flu.

The school administrator may, when he/she has reasonable cause to believe the student has a school restrictable disease, exclude that student from attendance until a physician, public health nurse or school nurse certifies that the student is not infectious to others;

1. The local health officer or designee may allow students with diseases in a communicable stage to continue to attend and to work in a school when measures have been taken to prevent the transmission of the disease;
2. More stringent rules for exclusion from school may be adopted by the local health department or by the district through Board adopted policy;

OSBA Model Sample Policy

Code: JHCC-AR

Adopted:

Communicable Diseases – Student

In accordance with state law, administrative rule, the ~~local health authority~~ **Local Public Health Authority** and the Communicable Disease Guidance(3), the procedures established below will be followed.

1. “Restrictable diseases” are defined by rule and include but are not limited to COVID-19¹, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection if, in the opinion of the local health officer, the person poses an unusually high risk to others (e.g., a child that exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health. A disease is considered to be a restrictable disease if it is listed in Oregon Administrative Rule (OAR) 333-019-0010, or it has been designated to be a restrictable disease by the local public health administrator after determining that it poses a danger to the public’s health.
2. “Susceptible” for a child means lacking documentation of immunization required under OAR 333-050-0050.
3. “Reportable disease” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

Restrictable Diseases

1. A student of the **D**istrict will not attend a **D**istrict school or facility while in a communicable stage of a restrictable disease, including a communicable stage of COVID-19², unless authorized to do so under Oregon law. When an administrator has reason to suspect any child has a restrictable disease, the administrator shall send the student home **and report the case to the District Nurse.**
2. An administrator shall exclude a susceptible child from school if the administrator has reason to suspect that the student has been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not necessary to protect the public’s health. The administrator may request the local health officer to make a determination as allowed by law. If the disease is reportable, the administrator will report the occurrence to the local health department.

¹ Added per OAR 333-019-1000(2).

² “Communicable stage of COVID-19” means having a positive presumptive or confirmed test of COVID-19.

3. An administrator shall exclude a student if the administrator has been notified by a local public health administrator or local public health officer that the student has had a substantial exposure to an individual with COVID-19 and exclusion is deemed necessary by same.
4. A student will be excluded in such instances until such time as the student or the parent or guardian of the student presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 - 678.390, local health department nurse or school nurse stating that the student does not have or is not a carrier of any restrictable diseases.
5. The district may, for the protection of both the student who has a restrictable disease and the exposed student, provide an educational program in an alternative setting. A student may remain in an alternative educational setting until such time as a certificate from a physician, physician assistant, nurse practitioner, local health department nurse or school nurse states that the student does not have or is not a carrier of any restrictable disease, or until such time as a local public health administrator states that the disease is no longer communicable to others or that adequate precautions have been taken to minimize the risk of transmission. A restrictable disease exclusion for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or vomiting may be removed by a school **District** nurse or health care provider.
6. More stringent exclusion standards for students from school may be adopted by the local health department.
7. The **District's emergency preparedness plan Comprehensive Communicable Disease Plan** shall address the **District's** plan with respect to a declared public health emergency at the local or state level.

Reportable Diseases Notification

- ~~1. All employees shall comply with all reporting measures adopted by the District in accordance with the guidance from the Local Public Health Authority. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by the Oregon Health Authority, Public Health Division and the local health department.~~
2. An administrator may seek confirmation and assistance from the **District Nurse or a** local health officer to determine the appropriate **District** response when the administrator is notified that a student or an employee has been exposed to a restrictable disease that is also a reportable disease.
3. An administrator shall **follow the guidance of the Local Public Health Authority** to determine other persons who may be informed of a student's communicable disease ~~when a legitimate educational interest exists or~~ for health and safety reasons ~~in accordance with law.~~

Education

1. The administrator or designee shall seek information from the **District's** school nurse or other appropriate health officials regarding the health needs/hazards of all students and the impact on the educational needs of a student diagnosed with a restrictable disease or exposed to a restrictable disease.

2. The administrator or designee shall, utilizing information obtained above, determine an educational program for such a student and implement the program in an appropriate (i.e., regular or alternative) setting.
3. The administrator or designee shall review the appropriateness of the educational program and the educational setting of each individual student diagnosed with a restrictable disease.

Equipment and Training

1. The **District** administrator or designee shall, on a case-by-case basis, will identify and provide ~~determine what~~ equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The administrator or designee shall consult with the **District's** school nurse or other appropriate health officials to provide special training in the methods of protection from disease transmission.
3. All **District** personnel will be instructed annually to use the proper precautions pertaining to blood and body fluid exposure per the Occupational Safety and Health Administration (OSHA). (*See* policy EBBAA).

3. A disease may not be considered to be a school restrictable disease unless it is listed in section 2. above, in accordance with OAR 333-019-0010(5), it has been designated to be a school restrictable disease through Board policy or the local health administrator determines that it presents a significant public health risk in the school setting;
4. When a person is diagnosed as having diphtheria, measles, pertussis (whooping cough) or rubella (German measles), the local health officer may exclude from any school in his/her jurisdiction any student or employee who is susceptible to that disease;
5. The district's emergency preparedness plan shall address the district's plan with respect to a declared public health emergency at the local or state level.

Notification

1. Any staff member who has reason to suspect that a student is infected with a reportable, but not school restrictable disease shall so inform the school administrator. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by Oregon Health Services and county health department.
2. In the event a school administrator is informed that a staff member or student may have a reportable disease, he/she will seek confirmation and assistance from the local health department to determine the appropriate district response. Reportable diseases include, but are not limited to:
 - a. Acquired immunodeficiency syndrome (AIDS);
 - b. Amebiasis;
 - c. Anthrax;
 - d. Botulism;
 - e. Brucellosis;
 - f. Campylobacteriosis;
 - g. Chancroid;
 - h. Chlamydia trachomatis infection of the genital tract;
 - i. Cholera;
 - j. Cryptosporidiosis;
 - k. Diphtheria;
 - l. Escherichia coli 0157-caused illness;
 - m. Food-borne illness;
 - n. Giardiasis;
 - o. Gonococcal infections;
 - p. Haemophilus influenzae-caused invasive disease;
 - q. Hemolytic uremic syndrome;
 - r. Hepatitis (A; B; non-A, non-B and delta);
 - s. HIV infection*;
 - t. Leprosy;
 - u. Leptospirosis;
 - v. Listeriosis;
 - w. Lyme disease;
 - x. Lymphogranuloma venereum;
 - y. Malaria;
 - z. Measles (Rubeola);
 - aa. Meningococcal disease;

- bb. Pelvic inflammatory disease, acute, nongonococcal;
- cc. Pertussis;
- dd. Plague;
- ee. Poliomyelitis;
- ff. Psittacosis;
- gg. Q fever;
- hh. Rabies (human and animal cases);
- ii. Rocky Mountain spotted fever;
- jj. Rubella (including congenital rubella syndrome);
- kk. Salmonellosis (including typhoid fever);
- ll. Shigellosis;
- mm. Syphilis;
- nn. Tetanus;
- oo. Trichinosis;
- pp. Tuberculosis;
- qq. Tularemia;
- rr. Yersiniosis.

*Does not apply to anonymous HIV testing.

3. With consultation and direction from the district's school nurse or appropriate health authorities, the school administrator or designee shall determine which other persons may be informed of the infectious nature of the individual student within guidelines provided in statute.

Education

1. The school administrator or designee shall seek information from the district's school nurse or other appropriate health officials regarding the health needs/hazards of all students and the educational needs of the infected student.
2. The school administrator or designee shall, utilizing information obtained in section 1. above, determine an educational program for the infected student and implement same in an appropriate (regular or alternative) setting.
3. The school administrator or designee shall, from time-to-time, review the appropriateness of the educational program and the setting of each individual student.

Equipment and Training

1. The school administrator or designee shall, on a case-by-case basis, determine what equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The school administrator or designee shall consult with the district's school nurse or other appropriate health officials as to whether it is necessary to provide special training in the methods of protection from such communicable disease.

All district personnel will be instructed annually by the school health nurse to use the proper precautions pertaining to blood and body fluid exposure.



RESOLUTION #021821A

WHEREAS, the North Santiam School District Board is a member of the Oregon School Boards Association, and a current dues-paying member of the Legal Assistance Trust;

NOW, THEREFORE, BE IT RESOLVED that the North Santiam School District Board hereby requests assistance from the OSBA Legal Assistance Trust to assist North Santiam School District with the costs of litigation in the case involving Bureau of Labor and Industries Order Determination Case #20-1125.

ADOPTED this 18th day of February 2021 by the North Santiam School District Board of Directors

Mike Wagner, Board Chair

Andy Gardner, Superintendent



Success, Achievement, Together ... for All Students

February 18, 2021

To: North Santiam School District Board of Directors
From: Lisa Freiley, WESD Attorney (via Debi Brazelton, HR Director)
Re: Request to Legal Assistance Trust

Background

Summer of 2020 a substitute employed by EduStaff filed a wage claim alleging there were hours which she worked for which she was not compensated. The time in question is the amount of time she spent completing the annual safety trainings required by State law.

During the processing of the wage claim, the substitute indicated to the Bureau of Labor and Industries (BOLI) that she has worked for a number of school districts in the Marion, Polk and Yamhill counties, including NSSD.

During the investigator's inquiry into the substitute's allegations she also reached out to the other districts in Marion, Polk and Yamhill counties, including North Santiam.

An order of determination was issued by BOLI on December 23, 2020 finding the NSSD was a joint employer with EduStaff in regards to the substitute employee in question, and, as result, is legally responsible for the wages due and owing.

An answer and request for a contested case hearing was filed with BOLI on the District's behalf on January 15, 2021.

Requested Action

It is essential we challenge the BOLI investigator's finding it is a joint employer with EduStaff regarding the use of substitutes.

The finding that the District is an employer in this case is troubling because it will not only result in liability for wages and benefits, it will also leave the District open to being responsible for the consequences (e.g. legally liable) of the substitute's decisions and actions in other work-related situations such as extreme circumstances like sexual misconduct to even lesser type circumstances where a student is injured due to lack of adequate supervision.

Dave Novotney, Ph.D.
Superintendent

A determination of this nature can affect a number of other instances where the District contracts for professional services (e.g. insert examples such as bus, professional development, etc.).

The decision in this case could also potentially impact other school districts in the State of Oregon who contract for services with outside vendors.

As this case moves forward it will be important to obtain legal counsel in order to insure the District's legal interests are adequately represented, which will result in significant legal expenses. The cost to the District for a legal defense in this type of case could easily end up costing a significant amount of money given the fact-specific nature of upcoming contested case hearing.

It is my recommendation the North Santiam District Board seek financial support from the Legal Assistance Trust (LAT). OSBA's Legal Assistance Trust was established to help districts with the expense of litigation, primarily at the appellate level, which has a statewide impact.

The LAT determines which cases to support and how much financial support will be allocated using the following criteria:

- a. The district requests assistance through a board-passed resolution;
- b. The legal action does not involve litigation between member districts;
- c. The issue has impact or potential impact on education statewide; and
- d. Trustees' determination of the quality of the fact situation, the district's financial resources and the cost of the case.

Normally the LAT is not accessed until a case is at an appellate level. While this case has not reached that level, because of the potential statewide impact and the large number of school districts impacted in this one case, I believe it is worth the time to make a request and see if the LAT Board of Trustees would make an exception and provide funding for the legal defense, even though it is still at an administrative level.

In addition, a meeting has occurred with the attorneys who represent EduStaff and we are awaiting further information on what it would look like for them to take on this case on behalf of the districts included in the claim. It is possible we may determine this is the best route to take. In that event, the District will not access the LAT.

I am requesting the Board of Directors vote to make a request on the Board's behalf for financial assistance from the LAT to cover legal expenses in defending the case currently pending before BOLI in the event it is needed.

Your consideration is greatly appreciated.

Superintendent
Andrew Gardner



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503-769-6924
Fax: 503-769-3578

RESOLUTION 021821B

EXCISE TAX TEMPORARY EXCLUSION EXTENSION

On October 15, 2020 the North Santiam School District School Board passed the following resolution:

“EXCISE TAX TEMPORARY EXCLUSION – RESOLUTION #101520a

Be it resolved that the Board approves a waiver of the excise tax assessed to new construction within the North Santiam School District boundaries as long as the following three qualifications are met:

- 1. The home being replaced was damaged by the Beachie Creek Fire in September of 2020*
- 2. The homeowner requesting the building permit owned and occupied the property at the time of the fire.*
- 3. The homeowner requests the waiver prior to March 1, 2021.”*

THE NORTH SANTIAM SCHOOL DISTRICT BOARD OF DIRECTORS,
HEREBY EXTENDS RESOLUTION 101520A EXPIRATION DATE FROM MARCH 1, 2021
UNTIL SEPTEMBER 30, 2021

BOARD CHAIR, MIKE WAGNER

SUPERINTENDENT, ANDY GARDNER



**2021-22 DISTRICT BUDGET CALENDAR
DRAFT**

February 18, 2021	<i>School Board Meeting 6:00 PM</i> Budget Calendar Discussion Location: Zoom Meeting
March 18, 2021	<i>School Board Meeting 6:00 PM</i> Approve Budget Calendar Budget Committee Member Discussion Approve Budget Committee Members Location: TBA
May 14, 2021	<i>Publish First Notice of Budget Meeting in Local Newspaper and on the District Website</i>
June 3, 2021	<i>Budget Committee Meeting 7:00 PM</i> Elect Budget Committee Officers, Budget Assumptions, Revenue Update, Proposed Budget, Budget Message
June 3, 2021	<i>Publish Notice of Budget Hearing</i>
June 10, 2021	<i>Budget Committee Meeting 6:00 PM (if requested)</i> District presents information in response to questions Approval of Budget and Tax Levies
June 17, 2021	<i>Budget Hearing 5:30 District Office</i> <i>School Board Meeting 6:00 PM</i> Budget Hearing/Board Adopts Budget and Tax Levies

**2020-21 PROJECTION - FOOD SERVICE
REVENUE AND EXPENSE PROJECTIONS**

	ACTUAL						PROJECTED						Totals	Budget	% of Budget	
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June				
REVENUES:																
Local Sources																
Daily Sales- 1610	0	(24)	53	21	(73)	19		20	0	0	0	1,000	1,016	260,000	0.39%	(258,984)
Special Functions 1630	0	0	46		145	0	104	0	0	0	0	0	294	1,500	19.63%	
Service Fee To Other Dist 1940	0	0	0	0	0	0	0	0	11,500	0	0	11,500	23,000	20,000		3,000
Miscellaneous-1960 1990	0	260	0	9,110	0	628	167	0	400	0	0	0	10,565	3,500	301.86%	7,065
Rebates/Refunds-1990-002/3	0	239	0	29		0	0	0	300	0	0	300	868	1,000		(132)
Contracted Serv 1990-025	0	0	0	0	0	0	0	1,500	0	0	0		1,500	4,500		(3,000)
Intermediate Sources 2200	0	0	0	0	0	48,000	0	0	0	0	0		48,000	4,000	#####	44,000
Farm to School 3299-900	0	0	0	0	0	0	2,151	0	8,000	0	0	8,000	18,151	22,000	82.50%	(3,849)
State Sources - Lunch Match 3102	0	0	0					0		0			20,000	20,000	100.00%	0
Federal Sources	0	0	0										0	0	0.00%	0
Breakfast 4513.900	0	0	0	0	0	0	0	0	0	0	0	0	0	220,000	0.00%	(220,000)
CN Brkfst .30 addtl 4513.030	0	0	0	0	0	0	0	0	1,093	0	0		1,093	5,000	0.00%	(3,907)
Child Nutrition Lunch 4515 (8)	0	0	0	0	0	0	0	0	0	0	0	0	0	530,000	0.00%	(530,000)
CN Lunch .40 Addtl 4515-040	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000		(10,000)
Child Nutrition Snack 4518.900	0	0	0	0		0	0	235		176	202		612	1,200		(588)
CACFP Adult Food 4520	0	0	0	0	0	0	0	0	0	0	0	0	0	30,000	0.00%	(30,000)
Summer Lunch 4525	0	47,788	0	48,730	126,255	102,328	83,109	126,000	126,000	113,400	138,600	126,000	1,038,210	248,300	418.13%	789,910
USDA Commodities	0	0	0	0	0	0	0	0	0	0	0	0	0	70,000	0.00%	(70,000)
Beginning Fund Bal - est R5400	(48,777)												(48,777)	(25,000)		(23,777)
Transfers In												0	0	0		0
Total Monthly Revenue	0	48,263	99	57,891	126,326	150,974	85,531	127,755	147,293	113,576	138,802	146,800	1,114,532			(311,468)
Cumulative Revenue	(48,777)	(514)	(415)	57,476	183,802	334,776	420,307	548,061	695,355	808,930	947,732	1,094,532	1,114,532	1,426,000	78.16%	
EXPENDITURES BY OBJECTS																
100 Salaries	13,658	12,513	28,075	25,703	25,909	25,786	26,639	28,120	28,120	28,120	28,120	66,065	336,828	374,595	89.92%	37,767
200 Employee Benefits	6,799	6,340	27,202	22,222	22,306	22,509	23,025	25,280	25,280	25,280	25,280	69,055	300,578	345,139	87.09%	44,562
300 Purchased Services	345	260	2,041	6,123	3,357	554	390	3,000	1,000	1,000	2,000	2,000	22,069	20,666	106.79%	(1,403)
400 Supplies	5,257	12,236	9,450	25,210	29,156	27,155	24,575	30,000	50,000	50,000	50,000	25,000	338,040	663,400	50.96%	325,360
500 Capital Outlay	0	0	4,795	0	0	0	15,166		33,000	0	10,000	0	62,961	15,000	0.00%	(47,961)
600 Dues, Fees, Other	125	1,119	0	3,380	0	3,332	0	0	2,500	0	0	0	10,456	7,200	145.22%	(3,256)
Total Monthly Expenditure	26,184	32,467	71,563	82,638	80,729	79,336	89,795	86,400	139,900	104,400	115,400	162,120	1,070,931	1,426,000		355,069
Cumulative Expenditure	26,184	58,651	130,214	212,853	293,581	372,917	462,711	549,111	689,011	793,411	908,811	1,070,931	1,070,931	1,426,000	75.10%	355,069
					80,729	79,336	89,795									
EXPENDITURES BY FUNCTION																
3110- Service Area Direction	9,656	9,648	12,889	9,672	9,823	9,732	9,763	9,764	9,764	9,764	9,764	9,764	120,003	131,271	91.42%	11,269
3120 Food Prep & Dispense	16,528	22,819	58,674	72,967	70,905	69,604	80,032	76,636	130,136	94,636	105,636	152,356	950,929	1,294,729	73.45%	343,800
Total Monthly Expenditure	26,184	32,467	71,563	82,638	80,729	79,336	89,795	86,400	139,900	104,400	115,400	162,120	1,070,931	1,426,000		355,069
Cumulative Expenditure	26,184	58,651	130,214	212,853	293,581	372,917	462,711	549,111	689,011	793,411	908,811	1,070,931	1,070,931	1,426,000	75.10%	355,069
Month End Balance	(74,961)	(59,165)	(130,629)	(155,377)	(109,780)	(38,141)	(42,405)	(1,050)	6,343	15,519	38,921	23,601				

**2020-21 BOARD FINANCIALS - GENERAL FUND
REVENUE AND EXPENSE PROJECTIONS**

	ACTUALS					PROJECTED							Totals	Budget	% of Budget	
	July	August	September	October	November	December	January	February	March	April	May	June				
REVENUES:																
Local Sources																
Property taxes -R1111:R1112	7,303	46,374	17,489	12,224	5,134,238	998,586	85,643	30,000	120,000	15,000	15,000	120,000	6,601,857	6,480,000	101.88%	
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	49,590	7,560	7,522	7,005	6,349	9,290	9,765	8,000	8,000	8,000	8,000	8,000	137,082	200,000	68.54%	
Admissions, Fees, Rents, R1710:R1910 & R1330	(4)	38	6	93	15	0	13	250	0	0	115	1,992	2,518	22,500	11.19%	
Other local Sources R1940:R1990	394	40	883	296	173	110	139	10,196	30	0	1,452	14,800	28,514	32,500	87.73%	
0								0					0			
County School Funds R2101	0	0	0	0	0	0	0	0	45,000	0	0	0	45,000	45,000	100.00%	
Restricted Revenue - PTP R2200 & R3299	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
WESD Regional Transit (2106)	0	0	0	0	0	0	0	1,000	0	1,000	0	0	2,000	2,500	80.00%	
WESD Transit Fund R2102	0	0	0	0	0	152,500	0	150,000	0	150,000	0	150,000	602,500	600,000	100.42%	
State Sources													0			
School Support Fund R3101	2,749,922	1,374,136	1,374,136	1,374,136	1,374,136	1,374,136	1,357,008	1,334,000	1,334,000	1,334,000	1,334,000	0	16,313,610	16,619,511	98.16%	
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	(200,000)	0	(200,000)	(200,000)	100.00%	
Common School Fund R3103	0	0	0	0	0	0	0	0	110,039	0	0	110,039	220,078	220,078	100.00%	
State Timber R3104	0	0	0	0	5,162	0	0	0	30,000	0	0	0	35,162	250,000	14.06%	
Federal Sources													0			
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	10,000	0	0	10,000	10,000		
Interfund Transfers													0	200,000		
Beginning Fund Balance - est R5400	3,200,000	0	0	0	0	0	0	0	0	0	0	0	3,200,000	2,055,000	155.72%	
Total Monthly Revenue	2,807,205	1,428,148	1,400,036	1,393,754	6,520,073	2,534,622	1,452,568	1,533,446	1,647,069	1,508,000	1,178,567	404,831	27,008,320	27,008,320	101.74%	
Cumulative Revenue	6,007,205	7,435,353	8,835,389	10,229,143	16,749,216	19,283,838	20,736,406	22,269,852	23,916,921	25,424,921	26,603,489	27,008,320	27,008,320	26,547,089	101.79%	
EXPENDITURES BY OBJECTS																
100 Salaries	227,425	266,058	991,221	954,427	943,094	949,074	973,861	995,000	995,000	995,000	995,000	2,425,500	11,710,660	12,210,326	95.91%	
200 Employee Benefits	141,659	171,002	730,993	624,361	614,185	637,821	645,746	685,000	685,000	685,000	685,000	1,495,000	7,800,766	8,545,740	91.28%	
300 Purchased Services	37,225	82,385	83,226	100,669	128,476	143,969	171,334	205,250	205,250	375,000	375,000	395,000	2,302,784	3,169,148	72.66%	
400 Supplies	38,579	24,688	124,904	78,388	31,002	15,301	15,885	44,063	50,000	50,000	190,000	120,000	782,811	798,250	98.07%	
500 Capital Outlay	0	0	14,525	1,760	0	1,760	1,760	0	0	5,000	15,000	85,000	124,805	109,650	0.00%	
600 Dues, Fees, Other	260,399	11,759	6,420	5,886	724	653	6,195	2,500	40,000	7,500	7,500	25,000	374,536	385,975	97.04%	
700 Transfers to other Funds	0	0	0	0	0	0	0	800,000	0	0	0	28,000	828,000	28,000	2957.14%	
800 Contingency/Unappropriated		0	0	0	0	0	0						0	1,300,000	0.00%	
Total Monthly Expenditure	705,287	555,892	1,951,289	1,765,491	1,717,480	1,748,577	1,814,781	2,731,813	1,975,250	2,117,500	2,267,500	4,573,500	23,924,360	26,547,089		
Cumulative Expenditure	705,287	1,261,179	3,212,468	4,977,959	6,695,439	8,444,016	10,258,797	12,990,610	14,965,860	17,083,360	19,350,860	23,924,360	23,924,360	26,547,089	90.12%	
													0			
EXPENDITURES BY FUNCTION																
1000 - Instruction	20,683	40,309	1,136,979	1,118,583	1,058,287	1,125,451	1,172,703	1,225,761	1,205,800	1,295,800	1,261,500	3,495,767	14,157,624	15,151,413	93.44%	
2000 - Support Services	639,125	515,583	814,310	626,732	639,141	598,898	622,456	697,252	694,800	814,700	984,000	1,021,233	8,668,230	9,937,476	87.23%	
3000 - Community Services	0	0	0	20,176	20,052	24,228	15,946	4,600	6,086	7,000	22,000	28,500	148,588	10,700	1388.67%	
5000 - Debt Service / Transfers	45,479	0	0	0	0	0	3,676	804,200	68,564	0	0	28,000	949,919	147,500	644.01%	
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	500,000	0.00%	
Total Monthly Expenditure	705,287	555,892	1,951,289	1,765,491	1,717,480	1,748,577	1,814,781	2,731,813	1,975,250	2,117,500	2,267,500	4,573,500	23,924,361	26,547,089		
Cumulative Expenditure	705,287	1,261,179	3,212,468	4,977,959	6,695,439	8,444,016	10,258,798	12,990,611	14,965,861	17,083,361	19,350,861	23,924,361	23,924,361	26,547,089	90.12%	
Month End Balance	5,301,918	6,174,174	5,622,921	5,251,184	10,053,777	10,839,822	10,477,609	9,279,242	8,951,061	8,341,561	7,252,628	3,083,959				

NSSD Enrollment Totals as of 2/18/21

School Name	Grade	March '20	Oct '20	Nov '20	Dec '20	Jan'21	Feb '21	March '21	April '21	May '21	June '21
MARI-LINN ELEMENTARY	KG	21	14	14	14	14	14				
MARI-LINN ELEMENTARY	1	21	14	13	13	14	14				
MARI-LINN ELEMENTARY	2	23	18	18	17	17	17				
MARI-LINN ELEMENTARY	3	25	17	15	15	15	15				
MARI-LINN ELEMENTARY	4	29	17	16	16	16	17				
MARI-LINN ELEMENTARY	5	26	26	24	25	25	25				
MARI-LINN ELEMENTARY	6	23	23	22	22	22	22				
MARI-LINN ELEMENTARY	7	26	19	18	18	18	18				
MARI-LINN ELEMENTARY	8	22	15	15	16	15	15				
MARI-LINN ELEMENTARY	ALL	216	163	155	156	156	157				
NSSD OPTIONS ACADEMY	KG	N/A	12	11	10	9	9				
NSSD OPTIONS ACADEMY	1	N/A	11	11	11	10	10				
NSSD OPTIONS ACADEMY	2	N/A	2	2	2	4	4				
NSSD OPTIONS ACADEMY	3	N/A	9	11	8	9	7				
NSSD OPTIONS ACADEMY	4	N/A	5	10	10	10	6				
NSSD OPTIONS ACADEMY	5	N/A	5	6	5	4	3				
NSSD OPTIONS ACADEMY	6	N/A	7	4	3	3	3				
NSSD OPTIONS ACADEMY	7	N/A	5	3	3	3	3				
NSSD OPTIONS ACADEMY	8	N/A	17	14	15	14	10				
NSSD OPTIONS ACADEMY	9	N/A	7	7	5	5	5				
NSSD OPTIONS ACADEMY	10	N/A	10	10	12	13	10				
NSSD OPTIONS ACADEMY	11	N/A	16	18	16	15	12				
NSSD OPTIONS ACADEMY	12	N/A	6	7	7	7	6				
NSSD OPTIONS ACADEMY	ALL		112	114	107	106	88				
STAYTON ELEMENTARY	PreK-3	N/A	N/A	N/A	N/A	N/A	2				
STAYTON ELEMENTARY	PreK-4	N/A	N/A	N/A	N/A	N/A	15				
STAYTON ELEMENTARY	KG	90	72	72	73	73	75				
STAYTON ELEMENTARY	1	112	71	72	72	72	72				
STAYTON ELEMENTARY	2	90	98	95	95	92	95				
STAYTON ELEMENTARY	3	86	77	72	74	74	75				
STAYTON ELEMENTARY	ALL	378	318	311	314	311	334				
STAYTON HIGH	9	189	187	183	184	182	183				
STAYTON HIGH	10	205	186	183	181	182	184				
STAYTON HIGH	11	174	180	174	175	174	177				
STAYTON HIGH	12	181	149	142	140	138	139				
Winema/GED/Early College			27	44	47	47	44				
STAYTON HIGH SCHOOL	ALL	*749	729	726	727	723	727				
STAYTON INTERMEDIATE	4	83	67	68	68	67	68				
STAYTON INTERMEDIATE	5	102	70	70	70	71	72				
STAYTON INTERMEDIATE	ALL	185	137	138	138	138	140				

STAYTON MIDDLE	6	138	94	95	97	95	97				
STAYTON MIDDLE	7	108	126	126	127	127	128				
STAYTON MIDDLE	8	136	104	107	108	107	109				
STAYTON MIDDLE	ALL	382	324	328	332	329	334				
SIS/SMS TOTAL	ALL	567	461	466	470	467	474				
SUBLIMITY	KG	45	25	23	23	24	24				
SUBLIMITY	1	36	40	38	38	36	36				
SUBLIMITY	2	43	34	36	36	36	36				
SUBLIMITY	3	42	39	40	39	38	39				
SUBLIMITY	4	42	45	37	37	38	40				
SUBLIMITY	5	42	46	44	44	45	44				
SUBLIMITY	6	45	40	38	38	39	39				
SUBLIMITY	7	57	42	41	39	39	39				
SUBLIMITY	8	34	48	48	48	48	51				
SUBLIMITY	ALL	386	359	345	342	343	348				
NSSD	TOTAL	*2296	2142	2117	2116	2106	2128				
NSSD Students Enrolled in Virtual Schools				111	106	**109	**116				
NSSD students registered with WESD to homeschool				197	198	200	199				

* The March 2020 Board report showed an NSSD total of 2262. This included 34 students who were attending off campus for programs such as Early College, Winema or GED. Starting in 2020-21, those students will continue to be included in the NSSD total but will be subtracted from the individual grade level numbers in Stayton High School.

**The increase occurred because students who were previously enrolled with an online charter school recently moved in the NSSD boundaries



North Santiam School District
BOARD OF DIRECTORS
SCHOOL YEAR ANNUAL AGENDA ITEMS CALENDAR
Version 2, Updated 12/02/20

These agenda items typically occur every month so have not been repeated below:

1. Spotlight/Recognition/Awards *(may not occur every month)*
2. Reports:
 - ASB Report-ASB President or designee
 - Superintendent's Report
 - Business Director's Report
 - Community Engagement Committee Report
 - Student Success Act –Supt or Assoc Supt
 - Informational Reports including: field trips, enrollment & upcoming events
3. Approval of Meeting Minutes & Licensed Staff Changes
4. First and/or second readings of updates to NSSD board policies

These items may appear as needed but may not happen at the same time every year:

1. Long Range Facility Master Planning Committee/Bond Planning
2. OSBA (in-house) training or other group learning opportunities
3. Budget Appropriations/Funding Resolutions
4. Curriculum Adoptions

July

Traditional Location: Santiam Room

Annual Agenda Items:

1. Approve Board Goal Strategies for upcoming year (done annually)
2. (Next Applicable in 2022) Approve Board/District Goals – every three years
3. Supt. Evaluation Document Approval
4. Approval of Board Operating Protocol
5. Annual Organizational Agenda Items (list copied from OSBA website)
(the Annual Organizational Items must occur before July 31 but can be done in June during a non-election year, if the Board chooses to not have a July meeting)

- 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)

****if a new student representative has been selected, they can swear in during the month of the first meeting they attend***

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

Other Activities/Events

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

August

Traditional Location: SES Cafeteria

Leadership Team Goal Workshop (early August)

1. Review standing Board/District Goals and present any new Board strategies
2. Receive end of year reports & upcoming year goals from NSSD Leadership Team

Traditional Location: Santiam Room

Regular Session Annual Agenda Items:

1. Projected Student Enrollment
2. New Excise Tax Rate Approval
3. Board members choose their “buddy school”
4. TELL Survey Results

Other Activities/Events

- Safe Schools Training on Mandatory Reporting (online)

- Welcome Back to School-Staff (last week in August)
- Back to School Open Houses (see school calendars for dates)

September

Traditional Location: Santiam Room

Annual Agenda Items:

1. Possible nominations for NSSD board member wishing to run for an OSBA board position
2. TAG Program Report
 - a. Number of Student Identified and the screening process
 - b. Supports/Programs offered
3. Previous Stayton High school year data
 - a. Graduation/Completer rates
 - b. On-Track to Graduate rates for upcoming 10-12 graders
 - c. College Credits Earned
 - d. CTE Enrollment (demographics if possible)
 - e. Percentage of Students Involved in Co-Curricular Activities
 - f. Percentage of Students Involved in Activities/Clubs with Service

Other Activities/Events

- Safe Schools Training on Mandatory Reporting-due to be completed this month

October

Traditional Location: Santiam Room

Annual Agenda Items:

1. Stayton Booster Club Report (projects, membership, etc) - Club President
2. Division 22 Report-Assoc. Superintendent
3. Professional Development Report – Assoc. Superintendent or designee
4. Evaluation of Ed Effectiveness (findings from teacher observations)-Supt or designee

Other Activities

- State-Wide Licensed In-Service Day
- Lyons Fire Dept Chili Cook-off
- OSBA Regional Meetings

November

Traditional Location: Santiam Room

Annual Agenda Items:

1. Exit Interview Survey Results (Oct or Nov)- HR Director

2. OSBA Elections
3. Leadership Team Current Year Goal Update (in report form)
 - SHS Report should include On-Track to Graduate percentages
4. Master Facilities Plan Review and Revisions—Facilities Director
5. State/District Report Cards-Assoc Supt (Nov or Dec)

Other Activities/Events

- OSBA Annual Conference

December

Traditional Location: Santiam Room

Annual Agenda Items:

1. District-wide AVID Report – District AVID Coordinator/Assoc Supt.
2. Special Education Report -Special Ed Director

January

Traditional Location: Stayton Middle School

Annual Agenda Items:

1. Board Appreciation Month-Staff/Schools
2. School Spotlight-School Admin
3. WESD Local Service Plan Approval (every 2 years)-Superintendent
4. Proposed List of Budget Committee Members and Budget Calendar-Business Director
5. Audit Review-Business Director (may also be joined by reps from auditing firm)
6. Current Year Goals Progress -Superintendent

Other Activities/Events

- Classified In-Service Day

Board Secretary Tasks:

- File notice of district board election ([see Marion Co Calendar for deadline](#))
- Provide filing information to anyone seeking election/re-election (only in odd numbered years at this time)

February

Traditional Location: Stayton Elementary School

Annual Agenda Items:

1. School Spotlight-School Admin
2. Proclamation for Classified Appreciation Week (in March)
3. Approval of Budget Committee Members and Calendar-Business Director
4. Leadership Team Current Year Goal Updates (in written form)
 - SHS Report should include On-Track to Graduate percentages

Board Secretary Tasks:

- Provide filing information to anyone seeking election/re-election (only in odd numbered years at this time)

Other Activities/Events

- Licensed In-Service Day
- Stayton Sublimity Chamber of Commerce Awards Banquet
- Booster Club Annual Auction

March

Traditional Location: District Office/Santiam Room

Special Session:(first week in March)

1. Renewal of Contracts (Licensed/Administrative)

Traditional Location: Mari-Linn School

Regular Session Annual Agenda Items:

1. School Spotlight-School Admin
2. School Calendar Adoption (typically between now and May)
3. Superintendent Evaluation Forms to Board members
4. Projected Enrollment for Budget (review of 2nd period ADM)-in Bus. Director's report

Board Secretary Tasks:

- Distribute Evaluation Forms/Links to Board members
- Provide Reminded of Board Elections Filing Due Date (if applicable)

April

***Prior to April meeting, the individual scores from the Supt Eval must be compiled so they are available to review during the meeting* - Board Volunteer or Board Secretary**

Traditional Location: Sublimity School

Annual Agenda Items:

1. School Spotlight-School Admin
2. Review Board Goal Strategies/Schedule work session (if needed) to revise in order to be adopted in July
3. (Next Applicable 2022) Review Board/District Goals and schedule work session (if needed) to revise in order to be adopted in July – only done every three years.
4. (Next Applicable 2021) Discuss timelines for board self-evaluation (ever two years). The process should be completed by the June board meeting.
5. Review Consolidated Scores~ Superintendent Evaluation (Board only/Exec session)

After April Meeting

The Board Chair and Vice Chair review Salary/Benefits comparisons with the HR Director. Then they review the compiled scores/comments from the evaluation with Superintendent and negotiate the extension of the contract.

Board Secretary Tasks

- Coordinate with current student board representative and SHS admin to announce the student representative position opening for the upcoming school year. Applications should be submitted to the principal by June 1st.
- After meeting, send Board self-evaluation forms

May

Traditional Location: Stayton High School

Prior to Board Meeting:

The Board Chair and Vice Chair review Salary/Benefits comparisons with the HR Director. Then they review the compiled scores/comments from the evaluation with Superintendent and negotiate the extension of the contract.

Annual Agenda Items:

1. School Spotlight-School Admin
2. Student awards @ SHS-Valedictorian, Salutatorian, Future First Citizen
3. Board Awards – Santiam, Jack Adams, Community Partner, Eagle Award (as recommended by the Community Engagement Committee)
4. WESD Local Service Plan List of Services Taken-Supt or Business Director

5. Establish the number of student transfer requests into the District for coming year
6. Review results of annual parent survey
7. Review Supt. Evaluation as a group with the Superintendent (Board only/Exec Session)
8. Approve contract extension of Superintendent

Board Secretary Tasks

- Coordinate with current student board representative and SHS admin to collect student representative applications for the upcoming school year. Applications should be submitted to the principal by June 1st.

June

Traditional Location: Santiam Room

Special Session/Budget Hearing (prior to Regular Session):

Review of Budget Documents/Resolutions: Business Director

Regular Session Annual Agenda Items:

1. Budget Approval
2. Resolution~ Budget Reserves (DBDB)-Business Director
3. Professional Development Report – Assoc. Superintendent or designee
4. Select student representative to the school board for following year
5. Community Wide Activities in Schools for Previous Year (in written report)
6. Goal Workshop Prep (discuss who can attend, who will present)