



2022-23 Board of Directors

Board Chair, Alisha Oliver **Board Vice-Chair,** Erin Cramer

Board Members: Mike Wagner, Laura Wipper, Mark Henderson, Coral Ford & Mackenzie Strawn

Student Representative to the Board, Omar Garcia & Rori Bentz

Superintendent, Lee W. Loving

Assoc. Superintendent, Dave Bolin

Director of Business & Fiscal Services, Rhonda Allen

Director of Human Resources, Danielle Blackwell

Superintendent/School Board Executive Assistant, Tonia Whisman

Regular Session

Thursday, November 18, 2021 ~ 6:00 PM

Stayton Elementary Cafeteria

875 N 3rd Ave

Stayton, OR 97383

NSSD VISION

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

NSSD MISSION STATEMENT

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

NSSD GUIDING PRINCIPLE

Do what is best for all kids

BOARD GOALS

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

1. **CALL REGULAR SESSION TO ORDER**

The Regular Session of the North Santiam School District’s Board of Directors is called to order at 6:00 pm. It is an open meeting of the Board and the public is allowed to observe in-person and via Zoom. 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 at meeting sites and in the District Office during business hours. 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: ALISHA OLIVER

PLEDGE OF ALLEGIANCE: ALISHA OLIVER

2. **APPROVAL OF THE AGENDA**

Any changes to the agenda after posting on November 12, 2021 are noted below:

Added Attachments-

- 5.2-General Fund Board Financials 21.22, Food Service 21.22 & **Alt School Bid Tabulation Sheet (revised 11.18.21 due to the far right column being cut off on original posting)**
- 7.1-ESSER Capital Expenditures & Reimbursement Updates

Added Agenda Items-

RECOMMENDED MOTION-AGENDA APPROVAL

Motion that the Board approves the meeting agenda as modified.

Motion Made By:

Vote:

3. **STUDENT BUSINESS**

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

4. **PUBLIC COMMENT**

The meeting will now be opened to receive public comment. We value the time and initiative members of the public take to share their thoughts with the Board. The Board’s role during public comment is not to immediately respond, but to listen. If there is follow-up necessary, we will direct our Superintendent to do so. Remember that we all model the way for our students, and we ask that everyone share their thoughts in a respectful way. Should any public comment include complaints regarding a personally identifiable District staff member, the Board chair may direct the speaker to the proper administrative process found in Board policy KL which can be found on the table near the entrance of the room and on the District’s website. Those who have completed a public comment card will be called one at a time to step forward (or turn on their cameras/mics) and state their name and address. Please note that

speakers will have three minutes to express their thoughts.

5. REPORTS

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

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

8

General Fund Board Financials 21.22

8

Food Service 2021.22

9

Alt School Bid Tabulation Sheet

10

3. **COVID-19 Guidance Report**

This standing agenda item is for reviewing COVID-19 guidance for schools and the current status of the virus in the community.

4. **Grants Report: Dave Bolin**

11

Assoc. Superintendent. Dave Bolin will give a report on activities and expenditures for various grants the District receives including Title, II, III & IV as well as ESSER III and SIA.

Systems and State and Federal Grant Overview

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5. **Student Success Act: Dave Bolin**

Assoc. Superintendent Dave Bolin will give the [Student Success Act](#) monthly update which typically includes activities and expenditures.

6. CONSENT AGENDA

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**

43

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

10.18.21 Special Session_Minutes-DRAFT

43

10.21.21 Meeting Minutes-draft

46

2. **Licensed Staff Changes**

54

School boards must approve the hiring and annual renewal and/or extensions of the Licensed staff contracts. HR Director Debi Brazelton will review any changes in Licensed staff since the last board meeting. Only new hires require board approval;

building transfers, resignations and retirements are for information only.

New Hires (Board Action Required)

Sarah Davisson-SHS/LA Teacher

Resignations

Ward Robertson-SHS/LA Teacher

Retirements

n/a

Leave of Absence

Megan Peetz

Nov 2021 Licensed Report-11.15.21

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3. *Action on Consent Agenda*

RECOMMENDED MOTION-CONSENT AGENDA

Motion that the Board approve the Consent Agenda including; 6.1-Minutes from the 10/18/21 Special Session and the 10/21/21 Regular Session and 6.2- new hire Sarah Davisson.

Motion Made By:

Vote:

7. **NEW BUSINESS**

1. **ESSER III Grant Projects: Jane Nofziger**

55

The District has recently discovered there is a new requirement for building projects that are to be included in the ESSER III grant that total over \$25,000.00 should have school district board approval. An explanatory statement from the ODE website has been attached. Business Director Jane Nofziger will review the two projects that meet this stipulation.

- 1) NSSD Options Academy building
- 2) Mari-Linn Elementary Outdoor Covered Classroom Space

Board members can choose to make a motion to approve the projects or table it until the December meeting.

POSSIBLE MOTION-ESSER III BUILDING PROJECTS

Motion that the Board approves the Options Academy building project and the Mari-Linn School Elementary Outdoor Covered Classroom Space project be included in the ESSER III grant.

Motion Made By:

Vote:

2. 2021 OSBA Election

The Oregon School Boards Association is organized as one general state association with up to 23 regionally elected representatives established across 14 geographic regions to support member participation and representation. In odd-numbered years member boards elect regional representatives for even-numbered positions on the OSBA Board of Directors and all members of the Legislative Policy Committee (LPC).

NSSD may vote for Board of Directors positions 11 & 12 and Legislative Policy positions 11 & 12. The election ballot and candidate resumes have been included in the meeting materials.

POSSIBLE MOTIONS-OSBA CANDIDATES

Motion that the Board [places a yes vote] [places a no vote] [abstains from voting] for Anthony Medina for OSBA Board of Directors Position 11.

Motion Made By:

Vote:

POSSIBLE MOTIONS-OSBA CANDIDATES

Motion that the Board [places a yes vote] [places a no vote] [abstains from voting] for Melissa LaCrosse for OSBA Board of Directors Position 12.

Motion Made By:

Vote:

POSSIBLE MOTIONS-OSBA CANDIDATES

Motion that the Board [places a yes vote] [places a no vote] [abstains from voting] for Maria Hinojos Pressey for OSBA Legislative Policy Committee Position 11.

Motion Made By:

Vote:

POSSIBLE MOTIONS-OSBA CANDIDATES

Motion that the Board [places a yes vote] [places a no vote] [abstains from voting] for Ashley Carson Cottingham for OSBA Legislative Policy Committee Position 11.

Motion Made By:

Vote:

Anthony_Medina_Questions_Resume_BODPos11

Melissa_LaCrosse_Questions_Resume_BODPos12

Ashley_CarsonCottingham_Questions_Resume_-LPCPos12

Maria_HinojosPressey_Questions_Resume_LPCPos11	75
2021 OSBA Ballot	78

3. Policy Updates/First Reading 80

The following policy edits were recommended from OSBA as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They are presented for a first reading and will be brought back in the December 16, 2021 for a second reading/approval.

BBAA- Individual Board Member’s Authority and Responsibilities
 CM- Compliance and Reporting on Standards

BBAA-Ind Board Member's Authority & Resp	80
CM-Compliance & Reporting on Standards	82

8. INFORMATION ONLY

1. Field Trip Report: 83

A list of the field trips taken and/or scheduled since the start of the school year has been included in the board packet. New trips scheduled since the last board meeting are highlighted in yellow. Any overnight stays are indicated in red.

November 2021 Fieldtrips Report	83
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2. Student Enrollment: 84

Current enrollment is approximately 2,128 across the District. Numbers for each school are listed below. Refer to the attachment for a breakdown by grade at each location.

Mari-Linn: 162
 Options Academy: 146
 Stayton Elementary: 359
 Stayton High: 681
 Stayton Intermediate/Middle: 444
 (SIS: 156 SMS:288)
 Sublimity: 336

November 2021 Enrollment Totals	84
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3. Future Agenda Items: 86

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.

Agenda Items Annual Calendar 11.21	86
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4. **Upcoming Board Events & Activities:**

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

December 16, 2021 - Regular Session-Board Meeting
6:00 pm ~ Stayton Elementary School cafeteria

December 20-31, 2021: Winter Break

January 20, 2022 - Regular Session Board Meeting:
6:00 pm ~ location TBA

9. **MISC INFO & ANNOUNCEMENTS**

This item is for things such as reports from board members (E.g. conferences or community events they attended) or to request volunteers for upcoming activities.

Board Greeter for Next Month:

Chamber Greeters NSSD Board Rep:
Dec. 1 @ 8:30 - Spotlight Community Theatre
Dec. 15 @ 8:30 - Wilco Farm Store

Possible Future Agenda Items:

10. **ADJOURN**

Time:

EQUAL OPPORTUNITY EMPLOYER

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

**2021-22 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	25,811	38,684	17,496	10,936	5,300,000	1,000,000	75,000	30,000	120,000	20,000	20,000	121,000	6,778,927	6,700,000	101.18%	
Electric Tax - 1200	0	0	1,568										1,568	0		
Investment Earnings -R1510	45,986	5,380	5,380	4,678	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	99,024	140,000	70.73%	
Admissions, Fees, Rents, R1710:R1910 & R1330	136	342	40	516	50	0	50	0	150	75	150	1,046	2,555	3,000	85.18%	
Other local Sources R1940:R1990	120	2,446	42,440	505	173	110	139	35	17,681	4,668	906	75,000	144,223	152,500	94.57%	
0												0	0			
County School Funds R2101	0	0	0	0	0	0	0	0	22,500	0	0	0	22,500	45,000	50.00%	
Interm. Revenue Heavy Equipment Tax 2199		6,301		0	500	500	500	500	500	500	200	0	9,501	10,000		
Restricted Revenue - PTP R2200 & R3299	0	0	0	3,614	0	0	0	0	10,028	0	0	0	13,642	0		
WESD Transit Fund R2102	0	0	0	0	0	150,000	0	150,000	0	150,000	0	150,000	600,000	600,000	100.00%	
State Sources													0			
School Support Fund R3101	2,605,951	1,302,194	1,302,194	1,302,194	1,150,636	1,026,045	1,026,045	1,026,045	1,025,945	1,022,945	1,022,945	0	13,813,139	15,533,461	88.93%	
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)	(150,000)	133.33%	
Common School Fund R3103	0	0	0	0	0	0	0	118,415	0	0	0	110,039	228,454	226,889	100.69%	
State Timber R3104	899,179	0	738,978	0	0	0	0	0	200,000	0	37,000	0	1,875,157	250,000	750.06%	
Federal Sources													0			
Federal Forest Fees R4801	0	0	0	0	0	0	0	0	0	0	10,000	0	10,000	10,000		
Bond Proceeds			14,634,899										14,634,899	14,743,334		
Accrued Interest			0										0	1,000		
Beginning Fund Balance - est R5400	3,600,000	0	0	0	0	0	0	0	0	0	0	0	3,600,000	2,400,000	150.00%	
Total Monthly Revenue	3,577,184	1,355,348	16,742,995	1,322,442	6,456,059	2,181,355	1,106,434	1,329,695	1,401,504	1,202,888	905,901	461,785	41,643,590	41,643,590	102.38%	
Cumulative Revenue	7,177,184	8,532,532	25,275,527	26,597,969	33,054,029	35,235,384	36,341,818	37,671,513	39,073,016	40,275,904	41,181,805	41,643,590	41,643,590	40,675,184	101.79%	
EXPENDITURES BY OBJECTS																
100 Salaries	227,142	266,712	992,523	1,027,766	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000	2,360,000	12,014,143	12,083,287	99.43%	
200 Employee Benefits	137,616	168,795	679,137	619,842	610,000	610,000	610,000	650,000	650,000	640,000	640,000	1,450,000	7,465,389	7,939,982	94.02%	
300 Purchased Services	45,780	136,970	99,800	231,437	270,000	270,000	270,000	270,000	250,000	250,000	250,000	750,000	3,093,987	3,188,043	97.05%	
400 Supplies	18,923	60,675	39,266	72,506	51,000	51,000	51,000	58,376	58,000	97,817	57,000	87,643	703,206	810,633	86.75%	
500 Capital Outlay	1,760	28,369	4,526	4,526	4,600	4,600	4,600	4,600	4,600	35,000	0	40,000	141,780	142,335	0.00%	
600 Dues, Fees, Other	287,063	68,800	14,583,775	11,407	5,000	5,000	5,000	10,000	15,000	30,000	2,750	20,000	15,043,795	15,160,904	99.23%	
700 Transfers to other Funds	0	0	0	0	0	0	0	0	0	0	0	50,000	50,000	50,000	100.00%	
800 Contingency/Unappropriated		0	0	0	0	0	0	0	0	0	0	0	0	1,300,000	0.00%	
Total Monthly Expenditure	718,284	730,320	16,399,026	1,967,485	1,960,600	1,960,600	1,960,600	2,012,976	1,997,600	2,042,417	2,004,750	4,757,643	38,512,300	40,675,184		
Cumulative Expenditure	718,284	1,448,604	17,847,630	19,815,114	21,775,714	23,736,314	25,696,914	27,709,891	29,707,491	31,749,907	33,754,657	38,512,300	38,512,300	40,675,184	94.68%	
EXPENDITURES BY FUNCTION																
1000 - Instruction	19,729	21,725	1,126,434	1,238,260	1,230,000	1,230,000	1,230,000	1,230,758	1,244,745	1,284,321	1,213,836	3,284,879	14,354,686	14,862,331	96.58%	
2000 - Support Services	653,518	639,500	702,355	724,725	730,600	730,600	726,924	757,218	752,855	708,096	790,914	1,462,764	9,380,069	9,588,099	97.83%	
3000 - Community Services	0	4,500	0	4,500	0	0	0	0	0	0	0	0	9,000	10,700	84.11%	
5000 - Debt Service / Transfers	45,037	64,595	14,570,237	0	0	0	3,676	25,000	0	50,000	0	10,000	14,768,545	14,914,054	99.02%	
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	718,284	730,320	16,399,026	1,967,485	1,960,600	1,960,600	1,960,600	2,012,976	1,997,600	2,042,417	2,004,750	4,757,643	38,512,300	40,675,184		
Cumulative Expenditure	718,284	1,448,604	17,847,630	19,815,114	21,775,714	23,736,314	25,696,915	27,709,891	29,707,491	31,749,908	33,754,657	38,512,300	38,512,300	40,675,184	94.68%	
Month End Balance	6,458,900	7,083,928	7,427,897	6,782,855	11,278,314	11,499,069	10,644,903	9,961,622	9,365,526	8,525,997	7,427,148	3,131,290				

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

REVENUES:	ACTUAL					PROJECTED							Totals	Budget	% of Budget	
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June				
Local Sources																
Daily Sales- 1610 1620	0	0	544	(52)	105	19	0	225	629	146	212	155	1,983	2,100	94.44%	(117)
Special Functions 1630	0	0	0	0	0	0	104	171	131	0	410	152	968	800	120.99%	
Service Fee To Other Dist 1940	0	0	0	38,168	111	23,000	0	0	0	0	0	0	61,279	23,750		37,529
Miscellaneous- 1920 1960 1990	0	34	0	0	0	628	167	0	0	0	12,250	0	13,079	3,500	373.68%	9,579
Rebates/Refunds-1990-002/3	159	375	225	247		0	0	0	585	367	0	171	2,128	1,050		1,078
Contracted Serv 1990-025	0	0	0	0	0	0	0	263	0	0	0	0	263	0		263
Intermediate Sources 2200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	0
Farm to School 3299-900	0	0	0	0	0	0	2,500	7,000	0	0	0	5,500	15,000	15,000	100.00%	0
State Sources - Lunch Match 3102	0	0	0	0	0	0	0	0	0	0	0	0	20,000	0	#DIV/0!	20,000
Federal Sources																
Breakfast 4513.900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	0
CN Brkfst .30 addtl 4513.030	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	0
Child Nutrition Lunch 4515 (8)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	0
CN Lunch .40 Addtl 4515-040	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0
Child Nutrition Snack 4518.900	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0
CACFP Adult Food 4520	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	0
Summer Lunch 4525	0	30,339	0	0	223,605	169,200	118,000	80,000	112,000	109,000	115,000	30,000	987,144	1,140,000	86.59%	(152,856)
Summer Lunch 4525 .05 Addtl	0	0	0	0	0	13,200	7,000	10,000	7,000	10,000	10,000	0	57,200	0		57,200
USDA Commodities	0	0	0	0	0	0	0	0	0	0	85,574	0	85,574	70,000	122.25%	15,574
Beginning Fund Bal - est R5400	100,000												100,000	43,800		56,200
Transfers In												0	0	0		0
Total Monthly Revenue	159	30,748	769	38,363	223,821	206,047	127,771	97,659	120,344	119,514	223,446	35,978	1,344,618			44,618
Cumulative Revenue	100,159	130,907	131,675	170,038	393,859	599,906	727,677	825,336	945,680	1,065,194	1,288,640	1,324,618	1,344,618	1,300,000	103.43%	
EXPENDITURES BY OBJECTS																
100 Salaries	9,182	12,778	46,015	30,785	35,000	35,000	35,000	35,000	35,000	35,000	35,000	70,000	413,760	374,595	110.46%	(39,165)
200 Employee Benefits	5,124	6,115	31,715	23,031	22,306	22,509	23,025	23,550	23,235	22,845	22,721	60,837	287,014	345,139	83.16%	58,126
300 Purchased Services	0	3,339	823	829	2,500	554	390	1,500	1,406	1,500	1,500	573	14,913	20,666	72.16%	5,753
400 Supplies	1,308	2,938	15,552	42,190	31,000	27,155	52,000	27,527	52,000	31,039	110,000	28,291	421,001	663,400	63.46%	242,399
500 Capital Outlay	0	0	0	0	0	8,000	0	0	0	0	0	7,000	15,000	15,000	0.00%	0
600 Dues, Fees, Other	3,332	0	270	0	0	1,000	0	0	0	0	0	0	4,602	7,200	63.92%	2,598
Total Monthly Expenditure	18,946	25,171	94,375	96,835	90,806	94,218	110,414	87,577	111,640	90,384	169,221	166,701	1,156,289	1,426,000		269,711
Cumulative Expenditure	18,946	44,117	138,492	235,327	326,133	420,351	530,765	618,342	729,983	820,367	989,588	1,156,289	1,156,289	1,426,000	81.09%	269,711
EXPENDITURES BY FUNCTION																
3110- Service Area Direction	10,039	10,014	12,952	9,752	10,040	10,040	10,040	10,040	10,040	10,040	10,040	10,631	123,668	131,271	94.21%	7,603
3120 Food Prep & Dispense	8,907	15,157	81,423	87,083	80,766	84,178	100,375	77,537	101,600	80,344	159,181	156,070	1,032,621	1,294,729	79.76%	262,108
Total Monthly Expenditure	18,946	25,171	94,375	96,835	90,806	94,218	110,415	87,577	111,640	90,384	169,221	166,701	1,156,289	1,426,000		269,711
Cumulative Expenditure	18,946	44,117	138,492	235,327	326,133	420,351	530,766	618,343	729,983	820,367	989,588	1,156,289	1,156,289	1,426,000	81.09%	269,711
Month End Balance	81,213	86,790	(6,817)	(65,289)	67,726	179,555	196,912	206,994	215,698	244,827	299,051	168,328				



PROJECT NAME: North Santiam School District-Alt School BID CLOSING: 3:00 pm on Nov. 16, 2021
 PROJECT NUMBER: 2020.0071.000 PROTEST PERIOD END DATE: Nov. 23, 2021

Contractor	<i>Baldwin Construction</i>	<i>Triplett Wellman</i>	<i>First Cascade Corporation</i>	<i>2KG Contractors</i>	<i>Andy Medcalf Construction</i>	<i>RA Gray Construction</i>	<i>Inline Construction</i>
Addendum No. 1	yes	yes	yes	yes	yes	yes	yes
Addendum No. 2	yes	yes	yes	yes	yes	yes	yes
Performance & Payment Bond	yes	yes	yes	yes	yes	yes	yes
Basic Bid	\$1,243,000	\$1,483,000	\$1,551,627	\$1,167,000	\$ 1,208,094.00	\$1,170,888	\$1,498,960
First Tier	no	yes	no	yes	yes	yes	yes



NSSD Grant Overview

November 2021



Goals

Overview of;

- the District Continuous Improvement Process (Goals)
- the District approach and philosophy
- the component of grants
- the purpose of each grant



Thinking About



HOW?





Approach and Philosophy

6 Core Values for Success:

1. Grants support activities developed through the continuous improvement process
2. Execute grants as a whole to the maximum extent possible
3. Have a team approach
4. Make sure analyzing and monitoring data is embedded in the process
5. Maintain strong feedback loops with stakeholders (*students/parents)
6. Ensure staff is involved in the decision making process (Collaborative Steering Committee)



NSSD Process

NSSD Continuous Improvement Process Timelines:

- Early Spring: Board and Superintendent Goals
- May: Stakeholder Input
 - Certified and Classified Needs Assessment (Drives Title Programs)
 - Certified and Classified TELL Survey
 - Parent Survey (past)
- June: Administrative Workshop
 - Data Review (SBAC, Attendance, 9th on-track, graduation, behavior, DESSA, BERC, Blackboard, AVID CCI, Oregon Integrated Systems Framework (ORIS))
 - Continuous Improvement Plans Updated
 - Goal Development
- August: Board Workshop
- Annually:
 - Quarterly Goal Reviews by Principals and Directors



Student Success Act Planning

Student Success Act expanded stakeholder engagement: 2019-20

- Phone Surveys
- Student Surveys
 - Analyzed by focal group populations
- Parent Survey
 - Analyzed by focal group populations
- Student listening sessions
- Staff Input processes conducted at each building
- Sub group data analysis and growth targets established
- Board Committee (Oregon Integrated Systems Framework, ORIS)



NSSD Grants Overview (ISST)

- Grants:
 - Title I, II, III, IV,
 - Individuals IDEA (Special Education)
 - Student Success Act, Summer School 2021, ESSER I, II, III, HB 3499 (ELL), Homeless Grant, AVID (*Measure 98)
- Private School Consultation:
 - St. Marys and Cascade View
- All grants have narrative development and various levels of reporting, monitoring and budgeting detail.
- Grants have specific purposes, but are written for flexibility and meeting the needs of all students.
- Components; indirect, needs assessment, budget narrative, spending plan and coding
- Most grants are 15 months and can have a % of carryover



Title I

Description:

- Title I-A is a federal education program under the Every Student Succeeds Act (ESSA) 2010. This program provides financial assistance to LEAs and schools with high numbers or high percentages of **low income children to help ensure that all children meet challenging state academic standards.**
- Stayton Elementary and Mari-Linn (school-wide)

Budget:

- Regular: \$393,088.00, 98% is staffing, 2% supplies
- Carryover: none



Title I

Budget Narrative Overview:

- Reading Specialist: 2.78 fte, \$221,000
- Support Staff: 1.18 fte, \$101,000
- Set Asides: \$47,000
 - Homeless Liaison: 0.22 fte
 - Administrative: 0.08 fte
 - Coaching support: 0.05 fte
 - Homeless funds and School Parent/Family Involvement Activities



Title II

Description:

- The purpose of the Elementary and Secondary Education Act (ESEA) Title II A funding is to provide grants to local educational agencies in order to **increase student academic achievement** by increasing the number of **highly qualified** teachers, paraprofessionals, and administrators in schools and classrooms.

Budget:

- Regular: \$73,240
- Carryover: est \$29,000



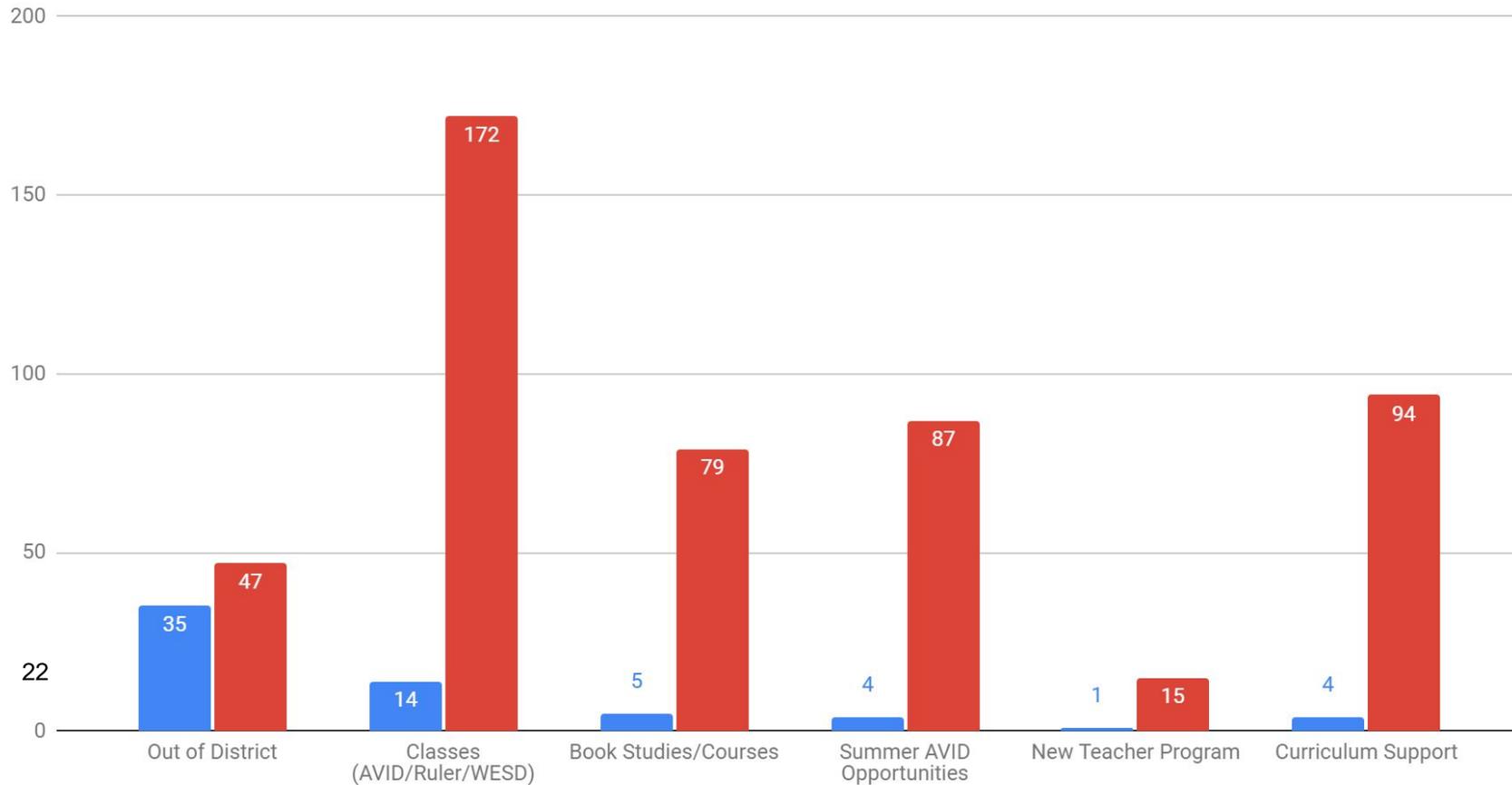
Title II

Budget Narrative Overview:

- New Teacher Stipends: Carryover \$25,000
- Second Year Teacher Stipends: \$8,000, some in carryover
- Instructional Coaches: \$16,000
- After School Courses and Classes Certified: \$25,500
- After School Courses and Classes Classified: \$4,500
- Learning Walks: \$3,000
- Book Studies: \$2,500
- Private Schools: \$11,000
- Other/Indirect: \$1,500

2020-2021 NSSD Professional Learning Opportunities

■ Number of opportunities ■ Number of participants





Title III

Description:

- The primary purpose of Title III is to assist **English Learners (ELs) to develop English Language skills**, succeed academically, and overcome barriers that impede their academic success.

Budget:

- Regular: \$12,516
- Carryover: est \$4,000



Title III Continue:

Budget Narrative Overview:

- AVID Summer Institute: \$4,000
- COSA Conference: \$1,000
- Summer Reading Program: \$8,000



Title IV

Description:

- Newly authorized under subpart 1 of Title IV, Part A of the ESEA, the Student Support and Academic Enrichment (SSAE) program is intended to increase the capacity of local educational agencies (LEAs) to: 1) provide all students with access to a **well-rounded education**, 2) **improve school conditions** for student learning, and 3) improve the **use of technology** in order to improve the academic achievement and digital literacy of all students.

Budget:

- Regular: \$30,404
- Carryover: est. \$17,000



Title IV

Budget Narrative Overview: (DRAFTED)

- Well Rounded
 - Art Supplies, Literacy Night, Artist and Residence
- Safety and Healthy
 - Outdoor speakers, safety cameras, water stations, playground equipment, air filtration systems
- Use of Technology:
 - Headphones, smart pens, chromebooks/library, iPads, chromebook cases



Title Grants Execution

Summary

- Title I and III vs II and IV *(all buildings)
- Private School Consultation



IDEA (Special Education)

Individuals with Disabilities Education Act (IDEA)

- IDEA is a law that makes available a free appropriate public education to eligible children with disabilities throughout the nation and ensures special education and related services to those children.



IDEA Continued

A few rules:

- 15% of IDEA funds can be used on Early Intervening services
- Private schools receive a proportionate share of IDEA funds
- IDEA fund mainly supports our non-self contained classrooms and staffing

Budget:

- \$515,000: 100% staffing *
- \$117,000: Supplemental



Student Investment Act

Description:

- Funds are generated from the corporate activity tax and distributed based on extended ADMw
- At least 50% of the generated funds go to the Student Investment Account
- Diverse Needs Assessment is completed (Continuous Needs Assessment) and expands stakeholders input
- Funding benefits all students with a focus on underserved populations
- Measures are consistent with those reviewed in the Continuous Improvement Process
- Annual application and quarterly reports on implementation and spending
- Two stated purposes:
 - Meet students' mental or behavioral health needs
 - Increase academic achievement for students, including reducing academic disparities for:
 - Economically disadvantaged,
 - Students from racial or ethnic groups that have historically experienced academic disparities,
 - Students who are English Language Learners, Foster Children, or Homeless



Student Investment Account

Approved Outcomes: (based on 2019-20 NSSD stakeholder input)

- Provide a safe social and emotional learning environment
- Create and maintain a culturally responsive classroom environment for all students
- Decrease academic disparities for students with disabilities, students navigating poverty and emerging bilingual students
- Establish an inclusive and barrier-free environment in which every students will fully benefit.



Student Investment Account

Approved Strategies:

- Create and implement a **comprehensive school behavioral and mental health system** to support all students' social-emotional and behavioral learning needs.
- NSSD will **increase the academic achievement of all students** by using culturally responsive and evidence-based classroom practices
- **Ensure standards-based curriculum** is inclusive to culture, disability, race, gender, and language with equitable learning supports and opportunities.
- **Increase coordination of services** to support multi-tiered level supports for the mental health and academic learning needs of all populations.
- NSSD will implement inclusive and equitable practices in all settings to establish a welcoming, safe, and inclusive environment. **NSSD will develop methods to ensure equity and removing barriers for success for all students.**



Student Investment Account

Budget Narrative:

- 2020-21: Aligned to Outcomes and Strategies
- 2021-22: Aligned to Allowable Use Categories
 - Expand Instructional Time, Address Student Health and Safety, Reduce Class Size and Caseloads, Provide a Well-Rounded Education

Budget

- \$1,473,991.85



Student Investment Account

Budget Narrative Overview:

- Behavior and Intervention Support Specialists: 4 fte, Combined \$587,000
- Increase access to Counselors: 2 fte,
- Instructional assistants to increase safety and additional learning support: 3@0.375, \$43,000
- Purchase Core Curriculum: \$390,000
- Purchase 1:1 technology: \$125,000
- Evaluation and instructional support systems: \$30,000
- Implement AVID Systems K-8: \$135,000
- TBD: \$90,000



ESSER III

Elementary and Secondary School Emergency Relief Fund III

Description:

- The **American Rescue Plan Act** provides an additional 122 billion for ESSER III. Grants are awarded to schools in proportion to the funds received under Title I in year 2020.
- To provide support **recovery from the impacts of the pandemic** and accelerate student achievement: to address student needs and emerge stronger post-pandemic.
- Two components for approval to the fund:
 - Safe Return to In-Person Instruction and Continuity of Services Plan
 - Integrated Planning Tool and District Plan
- The plans and rules are changing and developing



ESSER III

Description Continued:

- Utilized the needs assessments already completed in the SIA process.
- 20% of funds need to target learning loss (our plan exceeds that by 400%)
- Funds are to be spent by 2024



ESSER III

Outcomes: (*defined by ODE)

- **Address student needs arising from the coronavirus pandemic** and/or to emerge stronger post-pandemic, which may include reopening schools safely, sustaining their safe operation, and addressing students' social, emotional, and mental health.
- **Address unfinished learning** through the implementation of evidence-based interventions and ensure that those interventions **respond to students' social, emotional, and academic needs** and address the disproportionate impact of COVID-19 on underrepresented student subgroups.



ESSER III

Strategies: (*defined by ODE)

1. Empowering, Adaptable Instruction:
 - a. Students experience empowering curriculum, teacher collaboration and support
2. Time and Attention:
 - a. Expanded attention inside and outside of school hours
3. Conditions for Teachers
 - a. Ways to make teaching jobs and roles more rewarding, collaborative and sustainable
4. Other:
 - a. Increase support to families and teacher in implementing RSSL guidance and protocols



ESSER III

Budget:

- \$3,112,599: 3 year budget timeline



Esser III

Budget Narrative Overview: (First submission)

- Options Academy Staffing: 3.5 fte, \$1,200,000 over 3 years
- Options Academy Construction: \$900,000
- Additional Nursing Support: \$150,000
- Student Online Access: \$75,000
- Fuel Education k-12 Online Services: \$75,000
- Mari-Linn Outdoor Education Area: \$250,000
- RSSL Supplies: \$50,000
- On-site Substitute Support: \$75,000
- Teacher Instructional Software and Computer Hardware: \$25,000
- Curriculum: \$61,000
- Coaching support for second year teachers: \$25,000
- Summer School Activities: \$75,000
- Indirect: \$115,000



Additional Grants

Brief Overview:

- HB 3499: EL Strategic Plan to address disparities experienced by English Language Learners
 - Directed Cohort 2, Limited progress in 9th on-track and exclusionary discipline
 - In process of completing 5 phase plan, grant agreements have not been approved by DOJ for ODE.
 - \$125,000 per year for 4 years / Utilizes SIA needs assessment
 - Budget Narrative Draft
 - Staffing, Professional Development and Supplies
- American Rescue Plan - Homeless Children and Youth
 - \$25,000
 - Budget Narrative Draft
 - Staffing, Supplies, Connectivity
- Measure 98 - High School Success
 - The intent of High School Success is to **improve student progress toward graduation** beginning with grade 9, **increase the graduation rates** of high schools, and improve high school graduates' **readiness for college and career**.
 - \$610,000



How / Who / Questions



2021-22 Board of Directors

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

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

Student Representatives to the Board, Tayven Whieldon & Sarah Wolf

Superintendent, Andy Gardner

Assoc. Superintendent, Dave Bolin

Business Director, Jane Nofziger

Human Resources Director, Debi Brazelton

Superintendent/School Board Executive Assistant, Tonia Whisman

Special Session/Listening Forum

Meeting Minutes-Draft

Monday, October 18, 2021 ~ 6:00 PM

NSSD District Office/Santiam Room, 1155 N 3rd Ave, Stayton, OR 97383

1. CALL SPECIAL SESSION TO ORDER

The Board Chair called the meeting to order at 6:02 pm. All board members were present. Mackenzie Strawn attended via Zoom. Tayven Whieldon was absent with notice.

2. APPROVAL OF THE AGENDA

MOTION-CONSENT AGENDA

Motion that the Board approves the meeting agenda as submitted.

Motion Made By: Laura Wipper

Vote: 7-0

3. SYSTEMIC EQUITY ASSESSMENT

Presenters: Jamie Almanzan, Aaron Johnson & Jessica Gammell

Superintendent Gardner gave a brief opening statement as to why *The Equity Collaborative* has been asked to consult with the District. He shared that NSSD has been working to decrease the gap in educational outcomes between “traditionally underserved” students (E.g. students of color, economically disadvantaged, students with disabilities) and the remainder of the student population for many years. The District believes there is a benefit in having internal systems

evaluated by an objective outside party to help identify areas where improvements could be made and barriers removed.

In addition, he reiterated that the District desires to create an accepting and supportive learning environment for ALL students. Students read and see what is happening in the world around them and sometimes may need help processing while at school. It is important that staff who may need to respond to issues, questions or concerns raised by students in matters concerning race have the proper training to do so. He noted that there has been an increased rate of racially charged incidents at Stayton High School this year and it is important that staff have the proper tools to respond to all parties involved.

Jamie, Aaron and Jessica shared a portion of the presentation that was delivered to NSSD teachers on October 8, 2021. The slides from their presentation have been included in the meeting materials. One key theme was that working toward equity means eliminating the predictability of success and failure that currently correlates with any social or cultural factor and interrupting inequitable practices, challenging biases, and creating inclusive school environments for all students. They posed a series of questions to board members including:

1. Why did you choose to be a school board member?
2. What does equity mean to you?
3. Who succeeds in the North Santiam School District? What gets in the way?
4. How do you feel about how your own biases, positive or negative, may affect your interactions with students, families and/or the community?
5. Regarding the District's Equity Policy (due to time constraints, board members were asked to contemplate this question at home and did not discuss it during the meeting)
 - a. What stands out?
 - b. What questions or concerns does this policy raise?
 - c. What are your hopes about what could be possible for your students?
 - d. What are your hopes about what could be possible for the community outside of your schools.

They shared that they will combine comments from board members, staff, students, and parents to generate themes. Once interviews are completed, they will compile, organize, and analyze these themes along with NSSD's statistical data to complete a final report to be delivered to NSSD leadership within the next couple of months.

4. ADJOURN

The Board Chair adjourned the meeting at 8:15 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.



2021-22 Board of Directors

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

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

Student Representatives to the Board, Tayven Whieldon & Sarah Wolf

Superintendent, Andy Gardner

Assoc. Superintendent, Dave Bolin

Business Director, Jane Nofziger

Human Resources Director, Debi Brazelton

Superintendent/School Board Executive Assistant, Tonia Whisman

Regular Session

Minutes-DRAFT

Thursday, October 21, 2021 ~ 6:00 PM

NSSD District Office/Santiam Room, 1155 N 3rd Ave, Stayton, OR 97383

1. **CALL REGULAR SESSION TO ORDER**

The Board Chair called the meeting to order at 6:05 pm and acknowledged that all board members were present. Student Rep. Tayven Whieldon was absent with notice. The Board Chair led everyone in the pledge of allegiance.

Join Zoom Meeting

[https://nsantiam-k12-or-](https://nsantiam-k12-or-us.zoom.us/j/88002079245?pwd=WVJsajVTRFNyOU5TaGdLalhUMXpFUT09)

[us.zoom.us/j/88002079245?pwd=WVJsajVTRFNyOU5TaGdLalhUMXpFUT09](https://nsantiam-k12-or-us.zoom.us/j/88002079245?pwd=WVJsajVTRFNyOU5TaGdLalhUMXpFUT09)

Meeting ID: 880 0207 9245

Passcode: 538548

2. **APPROVAL OF THE AGENDA**

Changes to the agenda after posting on October 15, 2021 were acknowledged:

Added Attachments-

- 6.2-General Fund Board Financials
- 6.5-Planning and Responding to COVID-19 Scenarios in Schools, ODE/OHA When to Stay Home 21-22 & Marion Co. Isolation and Quarantine Guide
- 9.1-October 2021 Field Trip Report

Revised Attachments-

- 9.2 October 2021 Enrollment totals

Added Agenda Items-

- 8-New Business/8.1 WESD Budget Committee Designee

MOTION-AGENDA APPROVAL

Motion that the Board approves the meeting agenda as modified.

Motion Made By: Mike Wagner

Vote: 7-0

3. **SPOTLIGHT**

1. **Staff Acknowledgement**

Longtime SHS Manufacturing teacher, Dale Sunderman, retired after the end of the 20-21 school year so he was not publicly acknowledged at the end-of-year celebrations. He was invited to attend the board meeting where numerous students, staff and board members honored his impact during his 18 years in the District. He was presented with a parting gift (tool bag) from the NSSD Board.

2. **Santiam Teen Center Update**

Santiam Teen Center board member Carmelle Bielenberg gave the Board an update on the status of the center. Highlights included:

- they are currently open Tues, Wed and Thurs from 3:00-6:00 for ages 13-18. They have 45 students registered to attend with an average of 10-20 per day.
- activities include: help with homework, snacks, games and once-weekly enrichment activities (art, cooking, resume writing)
- the center is overseen by a seven person board with a student rep
- there are approximately 40 different volunteers who participate in different capacities such as providing meals or supervision
- they are currently hiring for an executive director position (25-32 hours weekly)

4. **STUDENT BUSINESS**

Student Board Rep. Sarah Wolf gave the monthly Stayton High School ASB report. Highlights included:

- the SHS homecoming dance was held under the covered play area at Stayton Middle School
- students will be wearing pink the following day in support of those previously or currently battling breast cancer
- there will be a blood drive on Oct. 26, 2021
- the annual food drive will begin on November 1, 2021
- the ASB clubs from SHS and Regis HS will once again be joining forces to gather items for the “holiday share” which provides needed items to local students

The Board asked for an update on any progress that may be occurring to get a robotics club going again. (The teacher who was the previous advisor for the club resigned last year and the school hasn't been able to find a new one with the skills needed.)

5. **PUBLIC COMMENT**

The following individuals presented public comment:

- Brad Archuleta-expressed concerns about excessive quarantines, no homework being

provided to students for hunting trips, vaccine mandates for students, Critical Race Theory being taught in schools, the use of pronouns (to identify gender) and the display of BLM/LGBTQ flags in schools. He asked for more transparency regarding what's happening in schools.

- Amelia Dark-advocated against vaccine mandate for students
- Crystal Sherman-asked for remote access to classrooms for parents to confirm Critical Race Theory isn't being taught and to allow quarantined students to stay caught up on instruction. She also requested that schools be reopened to volunteers, if not to all then at least those who are vaccinated.
- Grady Hardage-submitted a list of questions concerning mask/vaccine mandates, students being able to test out of quarantine, oversight process for which books are available in school libraries, recent work by the District on the topic of equity and why the particular consultant group was chosen and suicide/gun violence prevention.

6. REPORTS

1. Superintendent's Report

Prior to giving his report, Supt. Gardner thanked those who spoke during public comment and extended an open invitation to meet with him personally or email him with questions at any time. Key points from his report included:

- The District remains very limited in the number of substitutes for both classified and licensed positions. Teachers routinely have to cover other classrooms during their prep periods and building principals have to put aside administrative duties to do the same. MidCo Bus is experiencing similar issues and notified the District earlier that day they would need to adjust routes for the upcoming two weeks to account for the loss of a driver during that time period.
- Gov. Brown met recently with Superintendent's from across the state, including Supt. Gardner. The Superintendents asked her for some loosening of quarantine requirements since there doesn't appear to be significant amounts of virus spread when positive cases are at school due to all the mitigation measures in place (the primary spread continues to happen outside of schools where mask use and social distancing decreases). He also shared that Gov. Brown seems to have no intention of mandating vaccines for students, at least in the near future. He emphasized that neither he nor the NSSD Board of Directors has any interest in instituting a vaccine mandate for NSSD students.
- The District is continuing to pursue the possibility of allowing students to test out of quarantine after seven days. Marion County has not been supportive of this approach but this is not the case everywhere in the state. This may be, in part, due to a shortage of quick and reliable testing capabilities locally. NSSD will keep investigating the viability of this option for our students.
- (regarding the District's recent work on equitable outcomes for students) The District has been tracking outcomes for years for students in different subgroups (E.g. gender, race, socioeconomic status) and working to improve outcomes for all. The **Student Success Act** requires that all school districts use some of the funding to increase academic achievement for students, including reducing academic disparities for: economically disadvantaged students, students from racial or ethnic groups that have historically experienced academic

disparities, students with disabilities; students who are English language learners, and students who are foster children or considered homeless. To help in this work, the District began pursuing outside entities in the summer of 2020 that could help identify potential barriers that some of these students face. Supt Gardner began seeking references from other school districts in Oregon and was given several names, one of which being *The Equity Collaborative*. They had presented in more rural, conservative areas of the state and had been well received. The group gathers and analyzes data for school districts across the country and presents recommendations in addition to offering training to supplement the recommendations.

In addition to the requirements under the Student Success Act, NSSD has been included in Cohort #2 under HB3499. The law (under ORS 336.079-5-e) stipulates that if a school district does not meet expected growth and expected benchmarks for student progress indicators during the four year period, the English Learner Advisory Group will direct the district to expend funds for up to three years.

Context Information: Oregon House Bill 3499 identified 40 districts in 2015 (Cohort #1) that demonstrated challenges in serving students who were English learners. ODE provided four years of technical assistance and funding to implement system interventions for the improvement of outcomes for EL students. Those four years were completed as of 2021. Cohort #2 has been established and NSSD has been identified in this group.

In addition to an ever-present desire to improve student outcomes, the District is also seeking to provide training to staff who may need to respond to issues, questions or concerns raised by students in matters concerning race. Students read and see what is happening in the world around them and sometimes may need help processing while at school. He noted that there has been an increased rate of racially charged incidents at Stayton High School this year and it is important that staff have the proper tools to respond to all parties involved. The District believes *The Equity Collaborative* can assist with this effort by collecting and analyzing data and providing resources and recommendations. Their complete report will be presented in an upcoming board meeting and available to the public, most likely in January 2022.

2. **Business Director's Report**

Business Director Jane Nofziger presented financials that project the ending fund balance through the end of the school year. Staff and student numbers have continued to fluctuate so it has been difficult to arrive at finalized numbers. As she has mentioned in previous monthly reports, the Oregon Dept. of Education has noted that enrollment in public schools is down across the state. There continues to be some indication that the funding amount per student will be increased to account for the lower enrollment numbers. She hoped to have more definitive information before the next board meeting.

3. **Division 22 Assurance of 2020-21 Compliance Report**

School Districts must report compliance for the preceding school year with all state standards set forth in Oregon Administrative Rules 581-022-2305, Division 22. Associate Supt. Dave Bolin reviewed the report he intends to submit to the Department of Education before

November 15th. When a school district is out of compliance, they must indicate their plan for coming back into compliance. The draft report has been attached to the meeting materials. Areas that were identified as being out of compliance included:

- Number of minutes students in grades K-8 participate in PE (due to hybrid class schedules and shortened days due to COVID, it was not possible to meet this requirement)
- Administration of state assessments (the District elected to not subject students to state testing unless parents chose to opt them into them)
- Curriculum adoption. Most school districts find themselves behind schedule, at one point or another, on the ODE's timeline of adopting new curriculum every seven years. The District will be adopting these subjects according to the stated timelines which will bring them into compliance:
 - World Languages & Science: 2021-22
 - English/Language Arts: 2022-23
 - Math: 2023-24

Supt Gardner noted that NSSD was granted a waiver for 2020-21 on the minimum instructional minutes required during a school year since the District lost additional days due to the Beachie Creek Wildfire in September 2020 and the ice storm in February 2021.

Once the presentation was complete, the meeting was open to receive public comment on the topic of Division 22 compliance.

- Crystal Sherman asked if the Board is allowed to review curriculum materials before an adoption. Dave Bolin shared the process with the group which entails representatives from the District's curriculum adoption committees making presentations regarding which curriculum they recommend adopting. This occurs during open board meetings before Board members are asked to vote. He also indicated Board members are able to view all the materials before the board meeting just as are parents and members of the public.

4. **Student Success Act: Dave Bolin, Assoc. Supt.**

Associate Superintendent Dave Bolin gave the [Student Success Act](#), monthly update which typically includes activities and expenditures. He indicated he has submitted the District's two year plan. Once it is approved by ODE, he will present a detailed report that includes planned activities for the Student Investment Account as well as the ESSER III, Title II, Title III and Title IV grants.

5. **COVID-19 Guidance Report**

This standing agenda item is for reviewing COVID-19 guidance for schools and the current status of the virus in the community. Supt Gardner reviewed the CDC & OHA quarantine guidance that all school districts are instructed to follow. He read the following steps, provided by the nurses, that outline the procedure they follow once a notification of a positive case has been received:

1. Nurses are notified by parents (in most cases) of a student testing positive for COVID.
2. They interview the parents to begin the process of determining the student's symptom onset date. This helps determine if there may be a school exposure and a case investigation will be needed.
3. They send an email to Marion County to confirm the case and notify them of the symptoms a parent has reported and when they began. (Depending on when the student was tested this can take a day or so to get

confirmed)

4. If it is suspected the student was on campus during their infectious period, the nurses call the school and request classroom and lunch (if applicable) seating charts
5. They email the teachers a Google form with questions pertaining to their classroom. They are notified of the day(s) and period(s) in question, but NOT who the student is.
6. They review the information submitted by the teachers with their seating charts and follow up with any additional questions.
7. They may reach out to building Admin or Office managers to go examine or measure areas that are not clear to on seating charts or review security footage which helps verify the 15 minute time period.
8. They review any concerns with LPHA (Marion Co. Health Dept).
9. They check the vaccination status of students that have been identified as close contacts.
10. A line list is created and uploaded to a spreadsheet to be sent out via text, phone and email to notify families of their child needing to quarantine due to a school exposure. This includes the date of exposure, their return to school date and also the date that they need to continue monitoring for symptoms.
11. They send this spreadsheet to the staff person who activates the notifications (listed above).
12. They send an email to the school notifying them of the student(s) that have been placed into quarantine from the exposure and their individual return dates
13. They also notify the bus barn of students placed in quarantine.
14. They send the required spreadsheet to Marion County with information pertaining to all students that have been placed into quarantine.
15. They contact the parents of all students who are close contacts that are fully vaccinated to notify them their student needs to monitor symptoms for 14 days from exposure.
16. They notify any vaccinated staff who are determined to be close contact that they need to monitor for symptoms and non-vaccinated staff that they must quarantine for the applicable number of days.

He also reviewed the following points:

- if there are multiple students in a household, only the student who was directly exposed must initially quarantine (unless that student is vaccinated). Siblings must monitor for symptoms and respond appropriately.
- at this time, the Marion County Health Dept does not support either students or staff testing out of a quarantine (meaning come back early with a negative test)
- the three feet exception to quarantines when both students are wearing masks does not apply on buses, likely because proper mask wearing and distancing cannot be consistently monitored by the driver.

7. [CONSENT AGENDA](#)

1. *Approval of Meeting Minutes*

The minutes from the previous month's meeting were submitted for Board review and approval. It was noted after the Consent Agenda was approved that there was a typo on the adjournment time. The time was listed as 6:23 pm and the Board secretary indicated it should actually be 9:23 pm. Laura Wipper amended her motion to include the correct time of adjournment.

There was also a discussion about the agenda items included in the "information only" section. It was noted that the meeting minutes should reflect the substance of discussions, as well as board actions, that occur during a meeting. Since the items in question are perpetually available for viewing on BoardBook (under the meeting date), the attachments don't necessarily need to be reproduced within the meeting minutes. The Board secretary suggested

adding links so viewers can easily be directed from any month's meeting minutes back to the original meeting posting. Board members agreed this would be helpful for the public who may be unfamiliar with the online system.

2. ***Licensed Staff Changes***

School boards must approve the hiring and annual renewal and/or extensions of the Licensed staff contracts. Changes in Licensed staff since the last board meeting were reviewed. Only new hires require board approval.

New Hires (Board Action Required)

Tyler Tamayo - SIS/SMS, PE Teacher

Sarah Schumate - SES, temp elementary teacher

Resignations

Aaron Rutschman - SIS/SMS, PE Teacher

3. ***Action on Consent Agenda***

MOTION-CONSENT AGENDA

Motion that the Board approve the Consent Agenda including;7.1 -Minutes from the September 16, 2021 Regular Session with an amendment of the adjournment time from 6:23 pm to 9:23 pm and 7.2- New hires Tyler Tamayo and Sarah Schumate.

Motion Made By: Laura Wipper

Vote: 7-0

8. **NEW BUSINESS**

1. **WESD Budget Committee Designee**

The Willamette Education Service District (WESD) is in need of a member on their budget committee to represent the school districts in Marion, Polk and Yamhill counties. The budget committee member must live within one of these counties and either be a school board member or be a designee.

An individual who lives within the NSSD boundaries has expressed interest in serving on the budget committee. Russ Allen, Executive Director of Business Services for WESD, has asked the NSSD Board to consider nominating this individual as a designee (of NSSD) for consideration by the WESD Board of Directors. A brief bio from the individual, Rich Smith, was attached. Board members discussed it briefly and while they would've preferred to meet Mr Smith in person, they felt comfortable moving forward with the nomination based on the information he submitted in his bio and the assumption there would be additional vetting done by the WESD Directors before the final selection is made.

MOTION-BUDGET COMMITTEE NOMINEE

Motion that the board nominates Rich Smith for a position on the WESD Budget Committee as a designee of the North Santiam School District.

Motion Made By: Mike Wagner

Vote: 7-0

9. INFORMATION ONLY

1. **Field Trip Report:** [Included in the meeting materials](#)
2. **Student Enrollment:** [Included in the meeting materials](#)
3. **Future Agenda Items:** [Included in the meeting materials](#)
4. **Upcoming Board Events & Activities:**

10. MISC INFO & ANNOUNCEMENTS

This item is for things such as reports from board members (E.g. conferences or community events they attended) or to request volunteers for upcoming activities.

1) Board Greeter for Next Month: Erin Cramer

2) Chamber Greeters NSSD Board Rep: the Board secretary will send calendar invites to all the Chamber events for the upcoming month

Possible Future Agenda Items:

- Bullying
- SHS grading policy

11. ADJOURN

The Board Chair adjourned the meeting at 9:17 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>
Sarah Davisson	SHS	To replace Ward for 2021-22

*****FYI*****

RESIGNATIONS

	<u>DOT</u>	<u>SCHOOL</u>	<u>NOTE</u>
Ward Robertson	11/23/2021	SHS	

RETIREMENTS

	<u>DOR</u>	<u>SCHOOL</u>	<u>NOTE</u>
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LEAVE OF ABSENCE

	<u>DOL</u>	<u>SCHOOL</u>	<u>NOTE</u>
Megan Peetz	10/29/2021	SES	



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ESSER Capital Expenditures and Reimbursement Updates

Oregon Department of Education sent this bulletin at 10/25/2021 11:32 AM PDT

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ESSER Capital Expenditures and Reimbursement Updates

Greetings Business Managers,

I'd like to share with you some updates to the ESSER Capital Expenditure Approval and Reimbursement Request Forms.

Capital Expenditures Approval Form

Due to the increased scrutiny of approved projects and updated guidance from our federal partners, we are updating our capital expenditure approval form and process. We are now asking that all capital expenditures over \$25,000 be presented to your school board for their approval. The Approval Form has been updated to include this requirement.

Important Notes:

- **Please begin using this updated approval form for all future requests.** The prior version of the form will no longer be accepted.
- **The updated form can be found on [ESSER II](#) and [ESSER III](#) webpages under the "Capital Expenditure Approval" heading.**
- Capital expenditure approvals may be submitted prior to obtaining school board approval. **However, school board approval must be obtained prior to expending the funds.**
- During the review of these requests, you may be asked to provide meeting minutes that document the school board engagement.
- This requirement will **NOT** be retroactive. Previously approved Capital Expenditures are not required to have school board approval.

Reimbursement Request Form

To assist with tracking the 20% of ESSER III funds that must be spent on unfinished learning, we have added an "Unfinished Learning" column to the Request Form (pictured below).

*REQUIRED FOR ESSER III Please see "Instructions" tab for more information on using this column		
Object Description	Project Tag	Unfinished Learning
(autofill - do not overwrite)	(enter code, if applicable)	(enter "x", if applicable)

For all **ESSER III** reimbursement requests, please enter an "x" in this column for each line item that corresponds to an expense that your district is using to meet the 20% requirement.

Important Notes:

- **Please begin using this updated reimbursement form for all three ESSER grants.** There are additional minor updates to this version that make the forms easier to use and process.
 - For ESSER I and II requests, please leave the "Unfinished Learning" column blank.

- The updated Reimbursement Request Form can be found on all three of the [ESSER webpages](#) under the “Reimbursement” heading.
- It is **not** required to resubmit previous ESSER III reimbursement forms on the new template, though you are welcome to do so if you have previously submitted expenses you’d like counted towards the 20% requirement.
 - If you choose to resubmit previous requests on the new template, please clearly indicate the form is a resubmission and should not be processed as a new request.

If you have any questions, please feel free to reach out to ODE.ESSER@state.or.us. We are happy to help!

Thank you,

Savanah Solario

School Facilities Coordinator | ESSER Grants Coordinator

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NOTES ON FINANCIALS FOR NOVEMBER BOARD MEETING:
GENERAL FUND

Last year we were paid at 2235 ADMr
This year, at this time we are being paid at 2107 ADMr
Difference equals \$1,152,000

This will be updated in January after we see the 2nd ADM report that takes into account student attendance September through December

We started the year with a beginning fund balance of \$3.6 million
My projection for the ending fund balance at this time is \$3.1 million

FOOD SERVICE

COVID RELIEF GRANTS -

AWARD

DATE

CDL GRANT

11/17/2020	Expended on Preparing for Distant Learning	
	GRANT TOTAL	121,399
	Software	45,285
	Chrombebooks	76,114
		<u>121,399</u>

6/19/2020 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY REFLIEF (ESSER) I

GRANT TOTAL	352,181
Distance Learning Teacher Training	12,993
Travel & Supplies for packets	17,661
Cleaning Supplies & Equipment/Desk Dividers, Etc	97,972
Hot Spots for students	31,365
Textbooks and Library Books	11,010
CDL Software	143,173
Computer Hardware	20,407
Indirect	17,600
	<u>352,181</u>

ESSER II ELEMENTARY AND SECONDARY SCHOOL EMERGENCY REFLIEF (ESSER) ii

PROJECTS APPROVED AND COMPLETED AS ESSER II EXPENDITURES

GRANT AWARD	1,384,958
Stayton Middle School - Outdoor Covered Classroom	116,834
Replace Stayton Intermediate Hallway Carpet with a hard clean able surface	26,120
Add Air Conditioning to classrooms in all school where summer school will be held	307,300
Purchase 4 floor scrubber to improve upon surface cleaning and disinfecting	34,848

This grant was made available in 3/13/2020

The projects were all approved in the spring of 2021

This grant also supported our daycare program during the 2020-21 year

We are still utilizing this grant to support COVID related expenditures

ESSER III ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF (ESSER) III

We were notified of the Award in the Spring of 2021	3,110,418
Received approval of two projects in June of 2021	
Mari-Linn Outdoor Educational Space	280,000
Options Academy School	1,120,000

We continue to receive the expenditure requirements from ODE as they learn from the federal government what tracking will be required

For example, this fall we learned that Board approval for Projects was required
We will learn additional information at a future Board Meeting about expenditure tracking that links back to a by school and by student amount

CANDIDATE QUESTIONNAIRE

OSBA Board of Directors

Name: Anthony Medina _____ Region: Marion _____

District/ESD/CC: Woodburn SD _____ Position #: 3 _____

I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Anthony Medina

Name

10/1/2021

Date

Be brief; please limit your responses to 50 words per question.

1. Describe in your own words the mission and goals of OSBA.

The mission and goals of OSBA are to champion public education and support student success through advocacy, coalition building, advancing equitable outcomes, and positive organizational leadership strategies. OSBA's mission and goals should be fluid— an ever-evolving set of values and objectives that should be constantly be measured and re-evaluated.

2. What do you want to accomplish by serving on the OSBA board of directors?

Provide a voice for Marion County districts on a statewide level, advocate for expanding educational equity opportunities for students, and enhance the voice of support for recent investments in Oregon's public education system.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

Serve as Chair of the Woodburn School Board, which has had the highest percentage of students, teachers, and administrators of color in Oregon. Additionally, my lived experience as the first person in my family to graduate from high school, and later go on to receive a M.A. from Stanford University.

4. What do you see as the two most challenging issues faced by OSBA?

I. Responding to a global post-pandemic education system that disproportionately impacted low income, rural, and communities of color and that is responsive to community feedback, mindful of educational equity issues, and accountable to the values of the Student Success Act.

II. Advocating for educational opportunities and equitable outcomes for student

5. What do you see as the two most challenging issues faced by your region?

- I. Building upon conversations about how educational systems and structures respond to national trends, exercise best practices for student success, and navigate conversations with statewide educational partners and stakeholders.
- II. Access to post-secondary education ranging from Career and Technical Education (CTE) programs to a robust offerings of post-secondary opportunities.

6. What is your plan for communicating with boards in your region?

Making myself open and available to dialog with county districts issues that are relevant to Marion County, acting as an informed board member about OSBA stances and initiatives, communicating with members when attending events, and being cognizant of the varying needs of distinctly different districts within the region.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Board of Directors

Name: Anthony Medina _____ Date: 06/24/2021 _____

Address: 1145 McKinley Street _____

City / ZIP: Woodburn/ 97071 _____

Business phone: N/A _____

Residence phone: N/A _____

Cell phone: (503) 710-5900 _____

E-mail: Anthony.medina@alumni.stanford.edu _____

District/ESD/CC: Woodburn School District _____

Term expires: 2025 _____ Years on board: 4 _____

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable.
E-mail to: OSBAelections@osba.org
or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

Chair, Woodburn School Board, 2020-21

Vice-Chair, Woodburn School Board, 2018-19, 2019-20

Founding member of the Oregon School Board Members of Color Caucus, 2017-18

Treasurer, Executive Board, Oregon School Board Members of Color Caucus, 2018-2020

OSBA/COSA Equity Workgroup, 2021

Other education board positions held/dates:

Occupation (Include at least the past five years):

Employers: **Higher Education Coordinating Commission**

Dates: 2017-Present

Employers: **State of Oregon, Chief Financial Office, Budget and Management**

Dates: 2015-2017

Schools attended (Include official name of school, where and when):

High school: Gervais High School

College: Western Oregon University

Degrees earned: B.S. in Public Policy and Administration

College: Stanford University

Degrees earned: M.A. in Educational Leadership and Policy

Education honors and/or awards:

Valedictorian, Western Oregon University, Class of 2014

Who's Who Among U.S. Colleges and Universities, 2014

National TRiO Student of the Year (sole national recipient), 2013

Other applicable training or education:

- Public Policy Institute graduate, Stanford University 2014
- Studied at the Les Aspin Center for Government, 2013

Activities, other state and local community services:

- Congressional Intern, Congressman Peter DeFazio 2013

Hobbies/special interests:

- Father of three (ages 9, 3, and 2)
- Basketball enthusiast

Business/professional/civic group memberships; offices held and dates:

National Association of Latino Elected Officials, 2019-Present

Additional comments:

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE QUESTIONNAIRE

OSBA Board of Directors

Name: Melissa R. LaCrosse

Region: Marion

District/ESD/CC: Jefferson 14J

Position #: 12

I certify that if elected, I will faithfully serve as a member of the OSBA board of directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Signed:  _____

Date: 1 Oct 2021

Be brief; please limit your responses to 50 words per question.

1. Describe in your own words the mission and goals of OSBA.

OSBA serves member school districts, educational service districts and community colleges. OSBA is committed to developing boards, providing quality training and affordable services such as policy development, bargaining, and insurance (PACE.) OSBA is dedicated to improving student success and advocacy and the state and federal levels.

2. What do you want to accomplish by serving on the OSBA board of directors?

I want to continue serving the Marion region, representing both our small and large districts and our diverse issues. I greatly appreciate the opportunity to advocate for small rural districts and represent Marion County in Washington and Salem. The Covid era has brought our districts multiple revenue sources, mandates and I feel as a parent and local board member a disconnect and loss of local control that leaves me concerned. I hope during this next season we can make some course corrections where boards can ensure the safety and security of their students.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

I am tenacious and passionate about quality education and safe schools for our students. I spent two years (three election cycles) working and advocating for a school bond in my district. It passed on the third attempt.

I learn quickly, I research thoroughly and apply what I learn. This skill set is helpful working with policy matters and legislation.

4. What do you see as the two most challenging issues faced by OSBA?

I believe one of the huge issues facing OSBA will be to continue to provide leadership, advocacy and exceptional services in an era where local control has been disrupted by emergency powers and mandates. We should remain committed to serving member Districts across Oregon their wide range of needs. We need to remember there isn't a
65 one size fits all approach.

The state is diverse with both rural and large districts. We will need to continue to advocate for our students and districts on local, regional and national issues. If we remain in an “zoom” world, we need to ensure our voices are not lost and we’re adequately represented. I don’t feel we were as “heard” this past year.

5. What do you see as the two most challenging issues faced by your region?

I believe our current issues revolve around recovering from the Covid pandemic: returning to safe healthy schools, rebuilding and revisioning successful learning environments for our students.

We will need to overcome the unique challenges our districts are facing in equity, mental health, building or perhaps recovering lost relationships and showing accountability for all of the new resources that we’re entrusted with.

6. What is your plan for communicating with boards in your region?

This past term has been primarily during the Covid pandemic. I truly hope we can return to our face to face networking at regional meetings, Convention and Summer Board. I plan to continue using the OSBA list serve to provide Board updates with my Marion region counterpart. I am available to attend board meetings or in person meetings if board members are interested and would like the opportunity to attend if we’re open.

Deadline: October 1, 2021, 5 pm

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Board of Directors

Name: Melissa R. LaCrosse

Date: 1 Oct 2021

Address: PO Box 754

City / ZIP Jefferson, OR 97352

Residence phone: 541-327-8070

Cell phone: 503-949-2032

E-mail: melissa.lacrosse@jefferson.k12.or.us

District/ESD/CC: Jefferson 14J

Term expires: 6/30/2023 Years on board: 6

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable.

E-mail to: OSBAelections@osba.org

or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

JSD 14J Finance Committee	Jan 2019 – present
JSD 14J Policy Committee	July 2018 – present
OSBA Governance Committee	Feb 2018 – Dec 2020
JSD 14J Bond Oversight Committee	July 2017 – July 2020
JSD 14J Chair	July 2017 – June 2018
JSD 14J Vice Chair	July 2016 – June 2017
JSD 14J Bargaining Team	July 2015 – May 2018
For Kids 4 Jefferson PAC (School Bond PAC)	Oct 2015 – June 2017
JSD Classroom Volunteer	Sept 2013 – June 2019

Other education board positions held/dates:

N/A

Occupation (Include at least the past five years):

Employers:

Jefferson School District Volunteer

Lane County Human Resources

Marion County Human Resources

Dates:

Sept 2013 – June 2019

July 2010 – June 2013

Jan 2009 – July 2010

Schools attended (Include official name of school, where and when):

High school:

Crescent Valley High School	Corvallis, Oregon	Sept 1988 – June 1992
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College:

Willamette University College of Law	Salem, Oregon	Aug 1997 – July 1998
Oregon State University	Corvallis, Oregon	Sept 1995 – June 1997
Southern Oregon University	Ashland, Oregon	Sept 1992 – June 1995

Degrees earned:

Bachelors of Science in Political Science
Oregon State University

Education honors and/or awards:

N/A

Other applicable training or education:

NSBA Equity Symposium / Advocacy Institute 2020
NSBA Equity Symposium / Advocacy Institute 2019
OSBA Leadership Oregon Graduate 2017
Negotiations and Collaboration: Getting to Yes – Senator David Landis / Chinook Institute
Taking your Negotiation Skills to the Next Level – National Public Employer Labor Relations Association
Leading with Emotional Intelligence – Suzanne Rotondo / REDSHIFT Leadership
Cats & Dogs: Managing and Maintaining Relationships – Sari de le Motte / FORTE
Don't Shoot the Messenger: Preserving Relationships – Sari de le Motte / FORTE

Activities, other state and local community services:

I actively serve my community and volunteer in the classroom or District when volunteering is permitted (not Covid times.) I work to support the students, families and teachers in my district. I worked four years on our district bond project. We passed our bond by 15 votes on our third try. Our students moved into a new middle school, 6 new elementary school classrooms and a gymnasium the beginning of the 2019-20 school year. Prior to the Covid pause, I was working was part of the Marion County Health and Human Services Drug and Alcohol Workgroup. I hope we continue our coalition work to reduce drug and alcohol use in our schools and Marion County.

Hobbies/special interests:

My family is important to me. My daughter is a junior at Jefferson High School. She is an AVID student, taking college level courses and is involved in Track and Field. She went to State last spring! I have a young adult son, also a Jefferson graduate. We're navigating Community College and Covid interrupted careers. My husband has 24 years in local law enforcement. I enjoy the outdoors, gardening and have fluffy backyard chickens that I adore. I love singing and music. If I have spare time, you might find me reading.

Business/professional/civic group memberships; offices held and dates:

68
N/A

Additional comments:

I started this journey eight years ago in the classroom helping 4th graders with reading, spelling and math. I was one of those children that needed help myself – in first and second grade I went to the reading lab, but by fourth grade I was in a TAG reading program. I believe we can make the difference working together. I look around, and see so many things that need fixing. I hope by serving in my district, serving on my local board and serving on the regional board that I can make a difference. I want to give our children the opportunities I had for success, and that they would grow to have a lifelong love of learning.

The past four years serving the Marion Region on the Oregon School Boards Association Board of Directors has been a privilege. I have had the opportunity to represent both Jefferson and Marion Region school districts in Washington DC twice and in Salem. I am committed to telling our stories, the ones that will make a difference and bring stable resources for our student’s learning and success.

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: _____ Ashley Carson Cottingham _____ Region: _____ Marion _____

District/ESD/CC: _____ Salem-Keizer 24J _____ Position #: _____ 12 _____

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.



Name

9-29-21

Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

I want to ensure that our public schools and their school boards are getting the maximum support needed from the Oregon State Legislature. This is critical to the wellbeing and success of our students and our educators with everything that has occurred due to COVID-19. I welcome the opportunity to build relationships with key legislators as well as utilize my existing relationships with others. I truly enjoy the processes related to policymaking and want to bring a voice from the Marion region and back to my colleagues about the work the committee is doing.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

In my professional life, I worked on Capitol Hill as a Committee Staffer for two different U.S. Senators leading work on Elder Justice, Health Care, Poverty, Oral Health and economic security. In Oregon I have worked as a leader in divisions of state government here in Oregon. In these roles, I have worked closely with the Oregon legislature to put forth legislative concepts on important issues and to ensure our budgets were well understood and our priorities were in alignment with their expectations. In each of these positions, I remained focused on doing the right thing to better-serve the vulnerable populations of Oregonians we served. Additionally, in my short time on the Salem-Keizer School Board we have made our meetings more accessible to the deaf and hard of hearing community by having ASL interpretation at all of our public meetings.

3. What do you see as the two most challenging legislative issues faced by OSBA?

Right now school boards are more politicized and polarized than they have been before, this will be challenging to navigate with tensions running high. It will be important to focus on our roles as school board directors and the good we can do for kids and educators. We must center equity, ensure we are providing the social and emotional supports needed and making sure our students with disabilities have all of the tools they need to thrive. Second, I think funding for schools is always contentious. With the way things ended in this last full session, there will need to be even stronger advocacy to ensure we can make up ground in the next full session - especially additional and focused funding dedicated to mental health support for students and educators.

4. What do you see as the two most challenging legislative issues faced by your region?

Our region is politically polarized, therefore I think it will be hard to reach consensus amongst the legislators across the Marion region on key policy priorities for schools and school boards. Second, I think ensuring each of the school districts have the resources needed, their voices heard, and their interests raised with such a large diversity of school districts (size and make-up) will be challenging.

5. What is your plan for communicating with boards in your region about legislative issues?

I will meet with various Directors across the Marion region and get to know them so that I can best represent the varied interests across the Marion region. I will also work to share info, action items and opportunities for advocacy as often as I can.

Deadline: October 1, 2021, 5 p.m.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: Ashley Carson Cottingham Date: 9-27-21

Address: 755 High St. SE

City / ZIP: Salem, OR

Business phone: 971-209-2709

Residence phone: _____

Cell phone: 202-557-8364

E-mail: carsoncottingham_ashley@salkeiz.k12.or.us

District/ESD/CC: Salem-Keizer 24J

Term expires: July 2025 Years on board: LESS THAN 1

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable. Email to OSBAelections@osba.org, or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

I am brand new to the Salem-Keizer School Board and I currently serve as the Vice-Chair.

Other education board positions held/dates:

N/A

Occupation (Include at least the past five years):

Employers:

Dates:

The State of Oregon:

Oregon Employment Department

March 2021- present

Office of the Long-Term Care Ombudsman

October 2019- March 2021

Department of Human Services

April 2014 - October 2019

Compassion & Choices

Sept. 2012 - April 2014

U.S. Senate

Sept. 2010 - Sept. 2012

OWL - The Voice of Midlife and Older Women

January 2007 - Sept. 2010

Schools attended (Include official name of school, where and when):

High school: Mountain View High, Bend, OR 1993-1997

College: University of Oregon, Eugene, OR 1997-2001

Law School: Vermont Law School, South Royalton, VT, 2003-2006

Degrees earned: BA and a JD

Education honors and/or awards:

- Academic Excellence Award, Highest Grade: Vermont Law School/Dartmouth Medical School - MedLaw Seminar: Changing Concepts of Reproduction and the Family
- Co-Chair ('05-'06), Public Relations Chair ('04-'05) Women's Law Group

Other applicable training or education:

Activities, other state and local community services:

- **Cherriots' Budget Committee**, Public Member, December 2020 - present
- **Marion-Polk Food Share**, Salem, Gervais, Woodburn, OR, Food pantry and Food box Volunteer, Spring of 2020 - present
- **Vermont Legal Aid – Long-Term Care Ombudsman Project**, Burlington, VT, *Law Clerk*, Summer 2005
- **CASA of Deschutes County**, Bend, OR, *Law Clerk*, Summer 2004 and Summer of 2006
- **Safeline – Domestic Violence Hotline**, South Royalton, VT, Fall of 2003 – Spring of 2006
- **Barrister's Bookshop, Board of Directors**, Public Relations Chair ('05-'06), Vice-President ('04-'05) Board of Directors

Hobbies/special interests:

Kids' soccer games, playing music with friends, camping and biking

Business/professional/civic group memberships; offices held and dates:

- **National Academy of Social Insurance (NASI)**, Member (invited) 2007 - present

Additional comments:

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: Maria Hinojos Pressey

Region: Marion County

District/ESD/CC: Salem-Keizer 24J

Position #: 11

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Maria Hinojos Pressey

Name

September 22, 2021

Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

Ensure an inclusive and comprehensive education for all students in the state. We must ensure there is adequate funding to support all students, especially our 504/ADA students that are consistently left behind.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

When I joined the Salem Area Mass Transit District Board we became a majority female board for the first time in it's history. Once appointed we established the first DEI committee to review our hiring and retention practices and engaging the community in a meaningful way.

3. What do you see as the two most challenging legislative issues faced by OSBA?

As always our main concern is ensuring the state legislature is adequately funding our schools and ensuring equity within that. Underfunding of course leads to making cuts to programs, oftentimes those serving BIPOC students are the first to go. We also need to ensure school funding is going to the necessary programs to support BIPOC students and our 504/ADA students.

4. What do you see as the two most challenging legislative issues faced by your region?

We are suffering due to intense division, a direct otherizing of groups. We need to take action for the safety and security of our children and families, especially those of historically excluded groups. While prioritizing the physical safety of children we also need to prioritize the mental health of our staff and students.

5. What is your plan for communicating with boards in your region about legislative issues?

I will make sure to reach out through available means to connect and listen to the other boards and their members to ensure their concerns are brought to the LPC.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: Maria Hinojos Pressey Date: September 22, 2021

Address: 4368 Crystal Ave NE

City / ZIP: Salem/97305

Business phone: _____

Residence phone: _____

Cell phone: 971-338-9570

E-mail: hinojospressey_maria@salkeiz.k12.or.us

District/ESD/CC: Salem-Keizer 24J

Term expires: July 2024 Years on board: N/A

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot).

A high-resolution digital photo is preferred but a print is acceptable.

E-mail to OSBAelections@osba.org,

or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

Other education board positions held/dates:

Occupation (Include at least the past five years):

Employers: PCUN
Oregon Medical Center
Domestic Violence Resource Center

Dates: December 2019 - Present
August - December 2019
April - August 2019

Schools attended (Include official name of school, where and when):

High school: Carlsbad High School '09-'13

College: Univeristy of New Mexico '13-'17 Arizona State University '17-'19

Degrees earned: B.A. Religious Studies, M.A. Sociology

Education honors and/or awards:

Other applicable training or education:

Activities, other state and local community services:

Intern at Salem-Keizer Coalition for Equality 2019

Hobbies/special interests:

Roller-skating

Business/professional/civic group memberships; offices held and dates:

Board of Directors - Salem Area Mass Transit District September 2020 - Present

Additional comments:

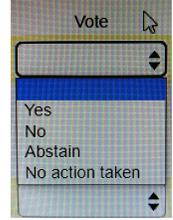
Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.



Dedicated to improving student success and education equity through
advocacy, leadership and service
 to Oregon public school boards.

2021 OSBA Election



*** Board of Directors Position 11**

Anthony Medina

Vote

*** LPC Position 11**

Maria Hinojos Pressey, Salem-Keizer 24J

Vote

*** Board of Directors Position 12**

Melissa LaCrosse, Jefferson 14J

Vote

*** LPC Position 12**

Ashley Carson Cottingham, Salem-Keizer 24J

*** Type the name of the district, ESD, or community college board that officially made this vote.**

*** Type the meeting date when the board officially made this vote.**

*** Type your name and title.**

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To retain a record of your vote, you **MUST** print this page before clicking the Done button.

Done

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North Santiam School District

Code: BBAA
Adopted: 7/01/96
Readopted: 8/21/97; 8/20/09; 6/15/17;
5/16/19
Orig. Code: BBAA

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their ~~his or her~~ position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

When expressing ~~A Board member has the right to express~~ personal opinions. ~~When expressing such opinions~~ in public, the Board member ~~should~~ **must** clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

Requests for legal ~~[advice or]~~ opinions by a Board member ~~[that will incur a cost for the district]~~ must be approved by a majority vote of the Board before the request is made to legal counsel. ~~[The~~ ~~the legal opinion sought involves the superintendent's employment or performance, the request should be made to the~~ Board chair is authorized to obtain legal advice or opinions if ~~[advantageous]~~ to do so prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy. Such information will be conveyed to the superintendent.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the district’s educational program, may visit schools or other facilities to gain information, and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

[ORS 332.045](#)

[ORS 332.057](#)

[ORS 332.055](#)

[ORS 332.075](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

S. Benton Educ. Ass’n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

Cross Reference(s):

BHD - School District

DFEA - School District

North Santiam School District

Code: CM
Adopted: 5/17/18

Compliance and Reporting on Standards

The superintendent will prepare an annual report that represents the district's compliance with the standards adopted by the State Board of Education for the preceding school year and submit that report to the Board.

The district's annual report will be presented orally at a public Board meeting by ~~November~~ February 1 of each school year and will allow public comment on such report. This report will be posted on the district's web page by February 1 of each school year. ~~The Board will acknowledge receipt of the report prior to its submission to the Oregon Department of Education (ODE).~~

The district will report on its compliance with state standards to Oregon Department of Education (ODE) by ~~November~~ February 15 each year on a form provided by ODE.

END OF POLICY

Legal Reference(s):

[ORS 329.095](#)
[ORS 329.105](#)

[OAR 581-022-2260](#)
[OAR 581-022-2305](#)

November 2021 Field Trip Report

Trip ID	Trip Name	Departure Date Time	Departing Location	Return Date Time	Students	Adults	Trip Destination	Educational Objectives	Organization
1110	State FFA Food Science/Ag Sales	11/20/2021 7:00:00 AM	Stayton High School	11/20/2021 4:00:00 PM	10	1	OSU 100 Wiegand Hall 3051 SW Campus Way Corvallis, OR 97331	Student will demonstrate their Food Science knowledge.	FFA
1109	Capital District Rituals Contest	11/17/2021 3:00:00 PM	Stayton High School	11/17/2021 8:00:00 PM	6	1	St. Paul High School 20449 Main St. NE. St Paul, OR 97137	Student will recite their opening and closing ceremonies and compete	FFA
1108	Capital District Ag Sales and Food Science	11/10/2021 3:00:00 PM	Stayton High School	11/10/2021 8:00:00 PM	10	1	Silverton High School 1456 Pine St. Silverton, OR 97381	Students will demonstrate their knowledge of Food Science.	FFA
1107	Capital District Soil Judging	10/5/2021 8:30:00 AM	Stayton High School	10/5/2021 2:00:00 PM	20	1	Kennedy High School	Student will demonstrate their knowledge in Soils	FFA
1106	Alder's gate	9/19/2021 8:00:00 AM	Stayton High School	9/19/2021 8:00:00 PM	6	0	Alder's gate	FFA Leadership Camp	Stayton High FFA
1105	WCA Tour	9/2/2021 8:00:00 AM	Stayton High School	9/2/2021 11:00:00 AM	20	0	Willamette Career Academy- Lancaster	To view new career center	Stayton High Counseling
1104	Lakeshore Lanes	8/26/2021 9:00:00 AM	Stayton High School	8/26/2021 1:00:00 PM	20	3	5432 Pacific Blvd SW Albany, OR	Freshman Focus	Curriculum Trip
1103	Freshman Academy Silver Falls	8/24/2021 9:00:00 AM	Stayton High School	8/24/2021 1:00:00 PM	20	3	Silver Falls	Freshman Focus	Curriculum Trip
1102	ML Oregon Gardens	7/22/2021 10:30:00 AM	Mari Linn School	7/22/2021 1:45:00 PM	14	3	Oregon Gardens	Summer Enrichment	Curriculum Trip
1101	ML Silver Creek Falls Park	7/15/2021 9:00:00 AM	Mari Linn School	7/15/2021 1:00:00 PM	14	3	Silver Creek Falls Park	Summer Enrichment	Curriculum Trip
1100	ML John Neal Park	7/8/2021 11:00:00 AM	Mari Linn School	7/8/2021 1:00:00 PM	14	3	John Neal Park, Lyons	Summer Enrichment	Curriculum Trip
1099	ML Freres Lumber Company Tour	7/1/2021 12:30:00 PM	Mari Linn School	7/1/2021 2:15:00 PM	7	2	Freres Lumber Company	Summer Enrichment	Curriculum Trip

NSSD Enrollment Totals as of 11/10/21

School Name	Grade	March '20	June '21	Sept '21	Oct '21	Nov '21	Dec '21	Jan'22	Feb '22	March '22	April '21	May '21	June '21
MARI-LINN	KG	21	14	21	21	21							
MARI-LINN	1	21	13	13	14	15							
MARI-LINN	2	23	17	14	14	14							
MARI-LINN	3	25	17	14	14	15							
MARI-LINN	4	29	16	19	20	20							
MARI-LINN	5	26	24	17	16	16							
MARI-LINN	6	23	22	21	21	20							
MARI-LINN	7	26	22	21	22	22							
MARI-LINN	8	22	20	17	18	19							
MARI-LINN	ALL	216	165	157	160	162							
OPTIONS ACADEMY	KG	N/A	8	4	4	4							
OPTIONS ACADEMY	1	N/A	9	5	5	5							
OPTIONS ACADEMY	2	N/A	2	4	5	5							
OPTIONS ACADEMY	3	N/A	7	4	5	4							
OPTIONS ACADEMY	4	N/A	5	6	7	7							
OPTIONS ACADEMY	5	N/A	2	5	6	5							
OPTIONS ACADEMY	6	N/A	1	2	3	5							
OPTIONS ACADEMY	7	N/A	2	3	4	4							
OPTIONS ACADEMY	8	N/A	8	11	10	10							
OPTIONS ACADEMY	9	N/A	3	6	7	10							
OPTIONS ACADEMY	10	N/A	9	5	12	13							
OPTIONS ACADEMY	11	N/A	14	19	26	30							
OPTIONS ACADEMY	12	N/A	24	24	44	44							
OPTIONS ACADEMY	ALL		94	98	138	146							
STAYTON ELEMENTARY	PreK-3	N/A	3	2	2	2							
STAYTON ELEMENTARY	PreK-4	N/A	16	14	16	16							
STAYTON ELEMENTARY	KG	90	77	76	80	80							
STAYTON ELEMENTARY	1	112	74	82	82	84							
STAYTON ELEMENTARY	2	90	99	81	79	79							
STAYTON ELEMENTARY	3	86	77	97	97	98							
STAYTON ELEMENTARY	ALL	378	346	353	356	359							
STAYTON HIGH	9	189	188	186	185	184							
STAYTON HIGH	10	201	187	178	170	168							
STAYTON HIGH	11	168	177	170	159	152							
STAYTON HIGH	12	163	119	146	161	161							
Winema/Early College		28	35	18	16	16							
STAYTON HIGH	ALL	721	706	698	691	681							

School Name	Grade	March '20	June '21	Sept '21	Oct '21	Nov '21	Dec '21	Jan'22	Feb '22	March '22	April '21	May '21	June '21
STAYTON INTERMEDIATE	4	83	69	82	82	83							
STAYTON INTERMEDIATE	5	102	72	73	73	73							
STAYTON INTERMEDIATE	ALL	185	141	155	155	156							
STAYTON MIDDLE	6	138	101	70	66	67							
STAYTON MIDDLE	7	108	127	104	104	104							
STAYTON MIDDLE	8	136	110	126	119	117							
STAYTON MIDDLE	ALL	382	338	300	289	288							
SIS/SMS TOTAL	ALL	567	479	455	444	444							
SUBLIMITY	KG	45	24	32	32	32							
SUBLIMITY	1	36	39	23	24	24							
SUBLIMITY	2	43	34	44	45	45							
SUBLIMITY	3	42	38	30	29	30							
SUBLIMITY	4	42	41	43	41	41							
SUBLIMITY	5	42	43	39	38	39							
SUBLIMITY	6	45	36	43	43	43							
SUBLIMITY	7	57	40	41	41	41							
SUBLIMITY	8	34	51	41	41	41							
SUBLIMITY	ALL	386	346	336	334	336							
NSSD	TOTAL	*2296	2136	2097	2123	2128							
Students registered w/ WESD to homeschool			188	190	200	204							
Students Enrolled in Onine Charter Schools			108	97	94	94							
3% cap of NSSD student population released to online charter schools = 81.39 (until the number of online enrollments drops below this number, new requests to enroll in online charters schools will be denied)													
Notes													

* The March 2020 Board report shows enrollment at the time of the initial COVID school closure.

*Starting in June 2021, students working toward a GED are listed under Options Academy.



North Santiam School District
BOARD OF DIRECTORS

SCHOOL YEAR ANNUAL AGENDA ITEMS CALENDAR

Version 2, Updated 11/08/21

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
 - COVID-19 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
 - a. Must include the Abbreviated School Day Notice & Acknowledgement (see ISST)

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)

February

Traditional Location: Stayton Elementary School

Annual Agenda Items:

1. School Spotlight-School Admin
2. Proclamation for Classified Appreciation Week (occurs 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)

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 Reminder 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. Adopt resolution for Teacher Appreciation Week (first week of May)
3. Review Board Goal Strategies/Schedule work session (if needed) to revise in order to be adopted in July
4. (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.
5. (Next Applicable 2021) Discuss timelines for board self-evaluation (ever two years). The process should be completed by the June board meeting.
6. 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 (June-Aug)
5. Community Wide Activities in Schools for Previous Year (in written report)
6. Goal Workshop Prep (discuss who can attend, who will present)