



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, January 20, 2022 ~ 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.

Join Zoom Meeting <https://nsantiam-k12-or-us.zoom.us/j/88002079245?pwd=WVJsajVTRFNYOU5TaGdLalhUMXpFUT09>
Meeting ID: 880 0207 9245
Passcode: 538548

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 January 14, 2021 are noted below:

Added Attachments-

- 4.1 ~ NSSDAudited Financials 2020-2021 Final
- 4.2 ~ Jan '22 General Fund Board Financials 21.22
- 4.5 ~ 2020-21 Exit Interview Board Report
- 4.6 ~ Special Education Report 2021-22
- 6.1~ 12.16.21 Meeting Minutes-DRAFT
- 7.1 ~ Board Policies EFAA-AR, GBEA, GBEA-AR, JFCF, JECAC/GBH & KGC/GBK
- 9.1 ~ January 2022 Fieldtrip Report

3. STUDENT BUSINESS

This agenda item is for monthly reports from the Student Representatives to the Board and for other requests/reports from students.

4. REPORTS

1. **2020-2021 Audit Report: Glen Kearns**

Glen Kearns from Accuity LLC will be present to share the audit report from the District's financials for the 2020-2021 school year.

8

NSSD_AUDITED_FINANCIALS_2020-2021 FINAL

8

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

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

4. **COVID-19 Report: Andy Gardner**

This standing agenda item is for reviewing topics such as COVID-19 guidance for schools, NSSD protocols and the current status of the virus amongst students and staff.

5. **Exit Interview Report: Debi Brazelton**

112

Human Resources Director Debi Brazelton will review the exit summary report from staff who left the District prior to the start of the 2021-22 school year (and since last year's report).

2020-21 Exit Interview Board Report

112

6. **Special Education Annual Report: Jeri Harbison**

113

SPED Director Jeri Harbison will share the annual report on the District's Special Education services.

Special Education Report 2021-22

113

7. **Licensed Union Report**

This (new) standing agenda item is to receive regular reports from the Licensed Union representatives.

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

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

5. **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 respectfully. 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.

To submit questions for a follow-up response, please complete the form available near the room entrance or via this link [QUESTIONS](#)

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*

117

The minutes from the previous month's meetings will be submitted for Board review and approval.

12.7.21 Special Session Minutes-DRAFT

117

12.16.21 Meeting Minutes-DRAFT

120

2. *Licensed Staff Changes*

129

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)

n/a

Resignations

n/a

Retirements

Les Conley - SHS/French & Theater teacher (effective 6/2022)

Kelly Fields - SHS/Business Education teacher (effective 6/2022)

Jan 2022 Licensed Report

129

3. *Policy Updates-2nd Reading*

130

The first group of policy edits were recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They were presented for a First Reading during the December 16, 2021 meeting and are now presented for a 2nd reading and possible adoption.

ACB-Every Student Belongs (formerly All Students Belong)

ACB-AR- Bias Incident Complaint Procedure

These updates are a result of changes made by the Oregon Legislature and the Oregon State Board of Education over the past several months. House Bill 2697 (2021) takes effect on January 1, 2022, and OSBA highly recommends that school boards delete current versions and replace the policy and AR with these new versions. In addition to the policy edits, the House Bill has been attached for reference.

BD/BDA - Board Meetings

BDDH - Public Comment at Board Meetings

These updates are a result of Oregon House Bill 2560 which requires public governing

bodies, to the extent reasonably possible, to make all meetings accessible remotely through technological means and provide an opportunity for members of the public to remotely submit testimony as of January 1, 2022.

JHCC-Communicable Diseases

Edits were made to clarify the District's stance on not imposing any vaccine mandates in excess of Oregon law.

ACB Every Student Belongs D1 01.20.22	130
ACB AR - Bias Incident Complaint Procedure D1 01.20.22	133
BD_BDA- Board Meetings D1-01.20.22	136
BDDH -Board Meetings D1-01.20.22	140
JHCC -Communicable Diseases-Students 01.20.22	142

4. *Action on Consent Agenda*

7. **NEW BUSINESS**

1. **OSBA Policy Plus Recommendations (1st Reading)** **144**

The following policy edits were recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They are submitted for a 1st reading and will be brought back in February for a 2nd reading and possible approval.

- EFAA-AR- Reimbursable Meals & Milk Programs
- GBEA-Workplace Harassment
- GBEA-AR-Workplace Harassment Reporting and Procedure
- JECAC_GBH -Staff-Student-Parent Relations
- JFCF-Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating & Domestic Violence-Student
- KGC_GBK - Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems

EFAA AR-EFAA AR-Reimbursable Meals & Milk Programs 1.20.22 D2	144
GBEA -Workplace Harrassment 1.20.22	151
GBEA-AR-PROPOSED-Workplace Harassment Reporting and Procedure	153
JECAC_GBH -Staff-Student-Parent Relations 1.202.22	158
JFCF-Harass, Intim, Bullying, Cyberbullying, Teen Dating & Domestic Violence-Student 1.20.21-D2	159
KGC_GBK - Prohibited Use, Distri or Sale of Tobacco or Inhalant Products 1.20.22-D2	163

2. **District & Board Goals** **165**

The current District and Board Goals are effective through the end of the 2021- 2022

school year. The Board will consider what action is appropriate for the next 3 year term of goals.

District-Board Goals 2019-22-2021-22 Strategies

165

8. UNFINISHED BUSINESS

1. **Community Engagement**

This standing agenda item is for the Board to continue discussing the process of increasing the engagement of parents and the greater community in our schools.

2. **Board Reflection**

This new standing agenda item has been added to allow the Board to reflect upon statements made during public comment.

9. INFORMATION ONLY

1. **Field Trip Report:**

168

A list of the field trips taken and/or scheduled since the start of the school year is included in the board packet. New trips scheduled since the last board meeting are highlighted in yellow.

January 2022 Fieldtrips Report

168

2. **Student Enrollment:**

Current enrollment is approximately 2,111 across the District. Numbers for each school are listed below. Refer to the attachment for a breakdown by grade at each location.

Mari-Linn: 170

Sublimity: 334

Stayton Elementary:

Stayton Intermediate/Middle: 448

(SIS:161 SMS: 287)

Stayton High: 668

Options Academy: 131

3. **Future Agenda Items:**

169

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

169

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

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

February 18, 2022 Regular Session-Board Meeting:
6:00 pm ~ Stayton Elementary School/Zoom

March 18, 2022 Regular Session Board Meeting:
6:00 pm ~ Stayton Elementary School/Zoom

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.

Board Greeter for Next Month:

Chamber Greeters NSSD Board Rep:

Possible Future Agenda Items:

11. 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.



NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

ANNUAL FINANCIAL REPORT

June 30, 2021



NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

DISTRICT OFFICIALS

June 30, 2021

BOARD OF DIRECTORS

Mike Wagner - Chair

Alisha Oliver, Vice Chair

Erin Cramer

Coral Form (appointed 5/26/2021)

Mark Henderson (appointed 5/26/2021)

Tass Morrison

Tod Nau (resigned 5/20/2021)

Laura Wipper

All directors receive mail at the address below

ADMINISTRATION

Andrew Gardner, Superintendent and Budget Officer

Jane Nofziger, Business Manager

1155 N. 3rd Avenue
Stayton, Oregon 97383

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

TABLE OF CONTENTS

June 30, 2021

Page
Number

INTRODUCTORY SECTION

- Title Page
- District Officials
- Table of Contents

FINANCIAL SECTION

Independent Auditor's Report	1-3
Management's Discussion and Analysis	4-10
Basic Financial Statements	
Government-Wide Financial Statements	
Statement of Net Position	11
Statement of Activities	12
Fund Financial Statements	
Balance Sheet - Governmental Funds	13
Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities	14
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	15
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	16
Statement of Net Position - Proprietary Fund	17
Statement of Revenues, Expenses, and Changes in Fund Net Position - Proprietary Fund	18
Statement of Cash Flows - Proprietary Fund	19
Notes to Basic Financial Statements	20-59
Required Supplementary Information	
Schedule of the District's Proportionate Share of the Net Pension Liability	60
Schedule of the District's Proportionate Share of the OPEB RHIA Liability	61
Schedules of Changes in OPEB Liability and Related Ratios - Medical Benefit	62
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	63
Budget and Actual - Grants and Student Body Fund	64

Other Supplementary Information - Individual Fund Statements and Schedules	
Schedule of Revenues, Expenditures, and Changes in Fund Balance -	
Budget and Actual -	
Food Service Fund.....	65
Trust and Agency Fund.....	66
Debt Service Fund	67
Capital Projects Fund.....	68
Schedule of Revenues, Expenses, and Changes in Fund Net Position -	
Budget and Actual -	
Internal Service Fund.....	69

OTHER FINANCIAL SCHEDULES

Revenue Summary - All Funds	70-71
Expenditure Summary -	
General Fund.....	72
Special Revenue Funds.....	73
Debt Service Fund	74
Capital Projects Funds	74
Internal Service Fund.....	75
Trust and Agency Fund.....	75
Schedule of Future Requirements for Retirement of Debt Outstanding.....	76-78
Schedule of Continuing Disclosure Requirements.....	79

AUDIT COMMENTS AND DISCLOSURES REQUIRED BY STATE REGULATIONS

Independent Auditor’s Report Required by Oregon State Regulations	80-81
Supplemental Information Required by Oregon Department of Education.....	82

SINGLE AUDIT SECTION

Schedule of Expenditures of Federal Awards.....	83
Notes to Schedule of Expenditures of Federal Awards.....	84
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	85-86
Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the <i>Uniform Guidance</i>	87-88
Schedule of Findings and Questioned Costs.....	89

FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Board of Directors
North Santiam School District No. 29J
Stayton, Oregon 97383

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of North Santiam School District No. 29J, Stayton, Oregon, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the remaining fund information of North Santiam School District No. 29J, Stayton, Oregon as of June 30, 2021, and the respective changes in financial position, and where applicable, cash flows thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Emphasis of Matter – Change in Accounting Principle

As described in the notes to the financial statements, in the year ended June 30, 2021, the District adopted new accounting guidance: GASB Statement No. 84, *Fiduciary Activities*, and Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedules of the District's proportionate share of the net pension liability and District contributions – PERS and OPEB RHIA, the schedules of changes in OPEB liability and related ratios – medical benefit, and the budgetary comparison information on pages 4 through 10, and 60 through 64, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the management's discussion and analysis, the schedules of the District's proportionate share of the net pension liability and District contributions, and the schedule of funding progress and employer contributions, in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the aforementioned information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary comparison information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.

In our opinion, the budgetary comparison information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise North Santiam School District No. 29J's basic financial statements. The individual fund schedules, other financial schedules, and supplemental information required by the Oregon Department of Education are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200; *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The individual fund schedules, other financial schedules, and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The supplemental information required by the Oregon Department of Education has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

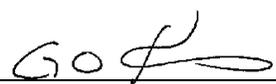
Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2021 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have also issued our report dated December 10, 2021 on our tests of the District's compliance with certain provisions of laws and regulations specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

Accuity, LLC

By: 
Glen O. Kearns, CPA

Albany, Oregon
December 10, 2021

MANAGEMENT'S DISCUSSION AND ANALYSIS

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

INTRODUCTION

As management of North Santiam School District No. 29J, Stayton, Oregon, we offer readers this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2021. It should be read in conjunction with the District's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- At June 30, 2021, total net position of North Santiam School District No. 29J amounted to \$(28,510,537). Of this amount, \$(12,944,348) was invested in capital assets, net of related debt. The remaining balance included \$4,079,523 restricted for various purposes, and \$(19,645,712) of unrestricted net position.
- At June 30, 2021, the District's governmental funds reported combined ending fund balances of \$11,528,658.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to North Santiam School District No. 29J's basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets, deferred outflows, deferred inflows, and liabilities with the difference between the four reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements present functions of the District that are principally supported by taxes and intergovernmental revenues (governmental activities).

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

The governmental activities of the District include revenues and expenditures associated with the purchase, construction, and major repair of governmental capital assets.

The government-wide financial statements can be found on pages 11 through 12 of this report.

Fund Financial Statements

The fund financial statements are designed to demonstrate compliance with finance-related legal requirements overseeing the use of fund accounting. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities and objectives. All of the funds of North Santiam School District No. 29J can be divided into two categories: governmental funds, and proprietary funds.

□ **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements; however, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of available resources, as well as on balances of available resources at the end of the fiscal year. Such information may be useful in evaluating the District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains six individual governmental funds. Information is presented separately in the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, and Capital Projects Fund, all of which are considered to be major governmental funds, as well as for the Food Service and Trust and Agency Funds, both of which are considered to be nonmajor governmental funds.

North Santiam School District No. 29J adopts an annual appropriated budget for all of its governmental funds. A budgetary comparison statement has been provided for each fund individually to demonstrate compliance with their respective budgets. The basic governmental fund financial statements can be found on pages 13 through 16 of this report.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

□ **Proprietary Funds**

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The District maintains one proprietary fund, which is an internal service fund.

Internal service funds serve as an accounting device used to accumulate and allocate costs internally among the District's various functions. The District uses the internal service fund to account for its unemployment accounts. Because this predominantly benefits governmental functions, it has been included within governmental activities in the government-wide financial statements.

The basic proprietary fund financial statements can be found on pages 17 through 19 of this report.

Notes to the Basic Financial Statements

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 20 through 59 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information, which includes the schedules of the District's proportionate share of the net pension liability and District contributions - PERS and OPEB RHIA, the schedules of changes in OPEB liability and related ratios - medical benefit, and the budgetary comparison information for the General Fund and Grants and Student Body Fund. This required supplementary information can be found on pages 60 through 64 of this report.

Individual fund schedules can be found on pages 65 through 69 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. At June 30, 2021, the District's liabilities exceeded assets by \$28,510,537.

A large portion of the District's net position reflects its investment in capital assets (e.g. land, buildings, and equipment) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets for classrooms and supporting services for providing kindergarten through twelfth grade education. Consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

District's Net Position

The District's net position increased by \$1,538,237 during the current fiscal year. The increase is primarily due to an increase in grants and contributions.

Condensed statement of net position information is shown below.

Condensed Statement of Net Position

	Governmental Activities	
	<u>2021</u>	<u>2020</u>
Assets		
Current and other assets	\$ 10,539,196	\$ 6,432,562
Restricted assets	3,419,832	3,599,566
Capital assets, net of accumulated depreciation	<u>6,029,098</u>	<u>6,123,689</u>
Total assets	<u>19,988,126</u>	<u>16,155,817</u>
Deferred outflows of resources	<u>6,473,959</u>	<u>4,430,243</u>
Liabilities		
Current liabilities	3,957,852	2,849,480
Noncurrent liabilities	<u>47,895,186</u>	<u>44,487,803</u>
Total liabilities	<u>51,853,038</u>	<u>47,337,283</u>
Deferred inflows of resources	<u>3,151,851</u>	<u>3,297,551</u>
Net position		
Net investment in capital assets	(12,944,348)	(13,869,756)
Restricted for various purposes	4,079,523	3,724,634
Unrestricted	<u>(19,645,712)</u>	<u>(19,903,652)</u>
Total net position	<u>\$ (28,510,537)</u>	<u>\$ (30,048,774)</u>

District's Changes in Net Position

The condensed statement of activities information shown on the next page explains changes in net position.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

Condensed Statement of Changes in Net Position

	Governmental Activities	
	2021	2020
Program revenues		
Charges for services	\$ 248,082	\$ 584,070
Operating grants and contributions	5,327,358	2,960,697
Capital grants and contributions	-	14,378
	5,575,440	3,559,145
General revenues		
Taxes	8,512,661	8,075,424
State school fund - general support	16,880,293	16,078,085
Common school fund	236,830	217,605
Unrestricted state and local revenue	645,502	693,552
Unrestricted grants and contributions	215,532	53,990
Investment earnings	153,690	295,121
Miscellaneous	696,980	331,414
	27,341,488	25,745,191
Total general revenues	27,341,488	25,745,191
Total revenues	32,916,928	29,304,336
Program expenses		
Instruction	16,305,180	16,392,516
Support services	10,955,671	9,257,867
Enterprise and community services	1,336,656	1,091,795
Facilities acquisition and construction	244,617	-
Unallocated depreciation expense	418,700	399,829
Interest on long-term debt	2,117,867	2,060,375
	31,378,691	29,202,382
Total program expenses	31,378,691	29,202,382
Change in net position	1,538,237	101,954
Net position - beginning of year, as restated	(30,048,774)	(30,150,728)
Net position - end of year	\$ (28,510,537)	\$ (30,048,774)

Revenues

Since the District's mission is to provide a free and appropriate public education for kindergarten through twelfth grade students within its boundaries, the District may not charge for its core services.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

As expected, therefore, general revenues provide 87% of the funding required for governmental programs. Property taxes and state school funding combined for 93% of general revenues and 77% of total revenues.

Charges for services make up less than 1% of total revenues and are composed of the following items for which it is appropriate that the District charge tuition or fees:

• Food services charges for lunch and breakfast	\$ 27,287
• Various student extracurricular activities	<u>220,795</u>
Total charges for services	<u>\$ 248,082</u>

Operating grants and contributions represent 16% of total revenues. Included in this category are \$4,020,943 of state reimbursements for special education programs and \$1,306,415 for student nutrition programs.

Expenses

Expenses related to governmental activities are presented in several broad functional categories. Costs of direct classroom instruction activities account for 52% of the total expenses of \$31,378,691. In addition, approximately 35% of the costs in supporting services relate to students, instructional staff, and school administration.

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balance may serve as a useful measurement of the District's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the District's governmental funds reported combined fund balances of \$11,528,658. The General Fund is the chief operating fund of the District. At the end of the current fiscal year, total fund balance of the General Fund was \$3,640,906. This entire amount constitutes unassigned fund balance, which is available for spending at the District's discretion.

BUDGETARY HIGHLIGHTS

Budget amounts shown in the financial statements reflect the original budget amounts, one supplemental budget, and three approved appropriation changes.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The District's investment in capital assets for its governmental activities as of June 30, 2021 amounted to \$6,061,365, net of accumulated depreciation. This investment in capital assets includes land, buildings and improvements, and machinery and equipment. The total depreciation related to the District's investment in capital assets for the current fiscal year amounted to \$418,700.

Additional information on the District's capital assets can be found on page 31 of this report.

Long-Term Liabilities

At the end of the current fiscal year, the District had total long-term liabilities outstanding of \$30,251,925. This amount comprises general obligation bonds with a related issuance premium, a limited tax pension bond, two qualified school construction bonds, and one notes payable. The District's total long-term liabilities outstanding decreased by \$1,518,968 during the current fiscal year.

Additional information on the District's long-term liabilities can be found on pages 33 through 36 of this report.

KEY ECONOMIC FACTORS AND BUDGET INFORMATION FOR THE FUTURE

At the time these financial statements were prepared and audited, the District was aware of the following circumstances that could affect its future financial health:

- The proposed budget sets up the District for continued financial stability utilizing federal COVID relief grants and beginning fund balance.
- The District's focus is to support student learning loss, maintain/improve school safety, and provide for continued teacher learning, as well as to preserve all positions, adding counseling positions to support students.
- The District projected an increase of approximately 80 students and four FTEs.
- The District's facility projects are planned to continue.

All of these factors were considered in preparing the District's budget for fiscal year 2021-2022. The unassigned ending General Fund balance of \$3,640,906 will be available for program resources in fiscal year 2021-2022.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the District's finances for all those with an interest. Questions concerning any of the information provided in the report or requests for additional information should be addressed to: Business Manager, North Santiam School District No. 29J, 1155 N 3rd Ave, Stayton, Oregon 97383.

BASIC FINANCIAL STATEMENTS

NORTH SANTIAM SCHOOL DISTRICT NO. 25J
Stayton, Oregon

STATEMENT OF NET POSITION

June 30, 2021

	Governmental Activities
ASSETS	
Current assets	
Cash and cash equivalents	\$ 7,067,709
Cash with agent	39,593
Grants and accounts receivable	2,649,753
Inventory	91,987
Prepaid expenses	101,249
Property taxes receivable	243,394
Total current assets	10,193,685
Restricted assets	
Cash and cash equivalents	3,353,715
Cash with agent	9,545
Property taxes receivable	56,572
Total restricted assets	3,419,832
OPEB RHIA benefit	345,511
Capital assets not being depreciated	32,267
Capital assets being depreciated, net	6,029,098
Total assets	20,020,393
DEFERRED OUTFLOWS OF RESOURCES	6,473,959
LIABILITIES	
Current liabilities	
Accounts payable	257,852
Payroll liabilities	1,246,337
Compensated absences	211,850
Accrued interest	34,439
Long-term liabilities, current portion	2,207,374
Total current liabilities	3,957,852
Noncurrent liabilities	
Long-term liabilities, less current portion	28,044,551
Net pension liability PERS	18,623,318
OPEB medical liability	1,227,317
Total liabilities	51,853,038
DEFERRED INFLOWS OF RESOURCES	3,151,851
NET POSITION	
Net investment in capital assets	(12,944,348)
Restricted for various purposes	4,079,523
Unrestricted	(19,645,712)
Total net position	\$ (28,510,537)

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2021

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Position Governmental Activities</u>
Primary government	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Expenses	Net (Expense) Revenue and Changes in Net Position Governmental Activities
Governmental activities					
Instruction	\$ 16,305,180	\$ 164,773	\$ 3,990,672	\$ -	\$ (12,149,735)
Support services	10,955,671	56,022	30,271	-	(10,869,378)
Community services	1,336,656	27,287	1,306,415	-	(2,954)
Facilities acquisition and construction	244,617	-	-	-	(244,617)
Unallocated depreciation	418,700	-	-	-	(418,700)
Interest on long-term debt	<u>2,117,867</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2,117,867)</u>
Total governmental activities	<u>\$ 31,378,691</u>	<u>\$ 248,082</u>	<u>\$ 5,327,358</u>	<u>\$ -</u>	<u>(25,803,251)</u>
General revenues					
Property taxes levied for general purposes					6,577,607
Property taxes levied for debt service					1,644,158
Construction excise tax					290,896
State school fund - general support					16,880,293
Common school fund					236,830
Unrestricted state and local revenue					645,502
Unrestricted grants and contributions					215,532
Investment earnings					153,690
Miscellaneous					<u>696,980</u>
Total general revenues					<u>27,341,488</u>
Change in net position					1,538,237
Net position - beginning, as restated					<u>(30,048,774)</u>
Net position - ending					<u>\$ (28,510,537)</u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

BALANCE SHEET

GOVERNMENTAL FUNDS

June 30, 2021

	General Fund	Grants and Student Body Fund	Debt Service Fund	Capital Projects Fund	Nonmajor Funds		Total Governmental Funds
					Food Service Fund	Trust and Agency Fund	
ASSETS							
Cash and cash equivalents	\$ 4,564,236	\$ 253,772	\$ 1,746,827	\$ 3,573,959	\$ -	\$ 19,527	\$ 10,158,321
Cash with agent	39,593	-	9,545	-	-	-	49,138
Grants and accounts receivable	295,461	2,239,407	5,375	39,056	70,454	-	2,649,753
Property taxes receivable	243,394	-	56,572	-	-	-	299,966
Prepaid expenses	-	101,249	-	-	-	-	101,249
Inventory	-	-	-	-	91,987	-	91,987
Total assets	<u>\$ 5,142,684</u>	<u>\$ 2,594,428</u>	<u>\$ 1,818,319</u>	<u>\$ 3,613,015</u>	<u>\$ 162,441</u>	<u>\$ 19,527</u>	<u>\$ 13,350,414</u>
LIABILITIES							
Book overdraft	\$ -	\$ -	\$ -	\$ -	\$ 43,425	\$ -	\$ 43,425
Accounts payable	35,399	186,811	-	32,267	3,375	-	257,852
Accrued liabilities	<u>1,246,337</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,246,337</u>
Total liabilities	<u>1,281,736</u>	<u>186,811</u>	<u>-</u>	<u>32,267</u>	<u>46,800</u>	<u>-</u>	<u>1,547,614</u>
DEFERRED INFLOWS OF RESOURCES							
Unavailable revenue - property taxes	<u>220,042</u>	<u>-</u>	<u>54,100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>274,142</u>
FUND BALANCES							
Nonspendable	-	101,249	-	-	91,987	-	193,236
Restricted	-	919,007	1,764,219	1,353,116	23,654	19,527	4,079,523
Committed	-	776,791	-	2,131,621	-	-	2,908,412
Assigned	-	610,570	-	96,011	-	-	706,581
Unassigned	<u>3,640,906</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,640,906</u>
Total fund balances	<u>3,640,906</u>	<u>2,407,617</u>	<u>1,764,219</u>	<u>3,580,748</u>	<u>115,641</u>	<u>19,527</u>	<u>11,528,658</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 5,142,684</u>	<u>\$ 2,594,428</u>	<u>\$ 1,818,319</u>	<u>\$ 3,613,015</u>	<u>\$ 162,441</u>	<u>\$ 19,527</u>	<u>\$ 13,350,414</u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES

June 30, 2021

Total fund balances		\$ 11,528,658
Property tax revenue is recognized in the net position of governmental activities when the taxes are levied; however, in the governmental fund statements, it is recognized when available to be used for current year operations. Taxes not collected within 60 days of the end of the year are not considered available to pay for current year operations and are therefore not reported as revenue in the governmental funds.		274,142
Capital assets used in governmental activities are not financial resources and are therefore not reported in the governmental funds:		
Cost	22,250,522	
Accumulated depreciation	<u>(16,189,157)</u>	6,061,365
The internal service fund is used by management to charge the costs of unemployment insurance premiums to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net position.		306,528
Amounts relating to the District's proportionate share of net pension liability or assets for the Oregon Public Employees Retirement System (PERS) are not reported in the governmental fund statements. In the governmental fund statements, pension expense is recognized when due. The amounts consist of:		
Deferred outflows of resources relating to pension expense	6,473,959	
Deferred inflows of resources relating to return on pension assets	(3,151,851)	
OPEB RHIA benefit	345,511	
OPEB medical benefit	(1,227,317)	
Net pension liability	<u>(18,623,318)</u>	(16,183,016)
Long-term liabilities not payable in the current year are not reported as governmental fund liabilities. Interest on long-term debt is not accrued in the governmental funds, but rather is recognized as an expenditure when due. These liabilities consist of:		
Accrued interest	(34,439)	
Compensated absences	(211,850)	
Notes payable	(260,337)	
Bond premiums	(2,160,096)	
Bonds payable	<u>(27,831,492)</u>	<u>(30,498,214)</u>
Net position of governmental activities		<u>\$ (28,510,537)</u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -

GOVERNMENTAL FUNDS

For the Year Ended June 30, 2021

	General Fund	Grants and Student Body Fund	Debt Service Fund	Capital Projects Fund	Nonmajor Funds		Total Governmental Funds
					Food Service Fund	Trust and Agency Fund	
REVENUES							
Local revenue	\$ 6,939,835	\$ 146,115	\$ 3,442,581	\$ 460,770	\$ 44,967	\$ 5,678	\$ 11,039,946
Intermediate revenue	637,055	53,205	-	128,000	-	-	818,260
State revenue	17,323,258	1,699,824	-	-	27,729	-	19,050,811
Federal revenue	8,447	2,250,186	-	-	1,126,827	-	3,385,460
Total revenues	<u>24,908,595</u>	<u>4,149,330</u>	<u>3,442,581</u>	<u>588,770</u>	<u>1,199,523</u>	<u>5,678</u>	<u>34,294,477</u>
EXPENDITURES							
Current							
Instruction	13,873,926	1,752,928	-	-	-	-	29,500,780
Support services	8,923,420	2,044,029	-	-	-	97	10,967,546
Community services	6,141	297,237	-	-	1,035,105	-	1,338,483
Debt service	116,861	-	3,370,905	32,943	-	-	3,520,709
Facilities acquisition and construction	-	-	-	276,885	-	-	276,885
Total expenditures	<u>22,920,348</u>	<u>4,094,194</u>	<u>3,370,905</u>	<u>309,828</u>	<u>1,035,105</u>	<u>97</u>	<u>31,730,477</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,988,247</u>	<u>55,136</u>	<u>71,676</u>	<u>278,942</u>	<u>164,418</u>	<u>5,581</u>	<u>2,564,000</u>
OTHER FINANCING SOURCES (USES)							
Sale of assets	-	265,364	-	-	-	-	265,364
Transfers in	-	200,000	-	1,655,492	-	-	1,855,492
Transfers out	(1,628,000)	(227,492)	-	-	-	-	(1,855,492)
Total other financing sources (uses)	<u>(1,628,000)</u>	<u>237,872</u>	<u>-</u>	<u>1,655,492</u>	<u>-</u>	<u>-</u>	<u>265,364</u>
Net change in fund balances	360,247	293,008	71,676	1,934,434	164,418	5,581	2,829,364
Fund balances - beginning, as restated	<u>3,280,659</u>	<u>2,114,609</u>	<u>1,692,543</u>	<u>1,646,314</u>	<u>(48,777)</u>	<u>13,946</u>	<u>8,699,294</u>
Fund balances - ending	<u>\$ 3,640,906</u>	<u>\$ 2,407,617</u>	<u>\$ 1,764,219</u>	<u>\$ 3,580,748</u>	<u>\$ 115,641</u>	<u>\$ 19,527</u>	<u>\$ 11,528,658</u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2021

Net change in fund balances		\$ 2,829,364
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlay as expenditures; however, in the statement of activities, the costs of these assets are allocated over their estimated useful lives and reported as depreciation expense.		
Capital asset additions	356,376	
Depreciation expense recorded in the current year	<u>(418,700)</u>	(62,324)
Repayment of principal is an expenditure in the governmental funds, but reduces the liability in the statement of net position.		
Amortization of issuance premium	116,126	
Debt principal paid	<u>1,402,842</u>	1,518,968
Property taxes that do not meet the measurable and available criteria are not recognized as revenue in the current year in the governmental funds. In the statement of activities, property taxes are recognized as revenue when levied.		
		9,613
Compensated absences are recognized as an expenditures in the governmental funds when they are paid. In the statement of activities, compensated absences are recognized as an expenditure when earned.		
		(132,612)
The internal service fund is used by management to charge the costs of unemployment insurance premiums to individual funds. This activity is consolidated with the governmental funds in the statement of activities.		
		(23,047)
Pension expense or credits that do not meet the measurable and available criteria are not recognized as revenue or expense in the current year in the governmental funds. In the statement of activities, pension expense or credit is recognized when determined to be accrued.		
		<u>(2,601,725)</u>
Change in net position		<u>\$ 1,538,237</u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

STATEMENT OF NET POSITION

PROPRIETARY FUND

June 30, 2021

	<u>Internal Service Fund Unemployment</u>
ASSETS	
Cash and cash equivalents	\$ 306,528
LIABILITIES	<u>-</u>
NET POSITION	
Unrestricted	<u>\$ 306,528</u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -

PROPRIETARY FUND

For the Year Ended June 30, 2021

	Internal Service Fund <u>Unemployment</u>
Operating revenues	\$ 56,021
Operating expenses	
Support services	<u>79,068</u>
Operating income (loss)	(23,047)
Net position - beginning	<u>329,575</u>
Net position- ending	<u><u>\$ 306,528</u></u>

The accompanying notes are an integral part of these financial statements.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

STATEMENT OF CASH FLOWS

PROPRIETARY FUND

For the Year Ended June 30, 2021

	Internal Service Fund <u>Unemployment</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Charges for services	\$ 56,021
Payments to employees	<u>(92,548)</u>
Net cash provided (used) by operating activities	<u>(36,527)</u>
Net increase (decrease) in cash and cash equivalents	(36,527)
Cash and cash equivalents - beginning	<u>343,055</u>
Cash and cash equivalents - ending	<u><u>\$ 306,528</u></u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:	
Operating income (loss)	<u>\$ (23,047)</u>
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Increase (decrease) in accounts payable	<u>(13,480)</u>
Net cash provided (used) by operating activities	<u><u>\$ (36,527)</u></u>

The accompanying notes are an integral part of these financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The government-wide financial statements (i.e., the statement of net position and the statements of activities) report information on all the activities of the District.

A. Description of Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statements of activities) report information on all of the activities of the District.

B. Reporting Entity

North Santiam School District No. 29J is a municipal corporation governed by an elected five-member board. The District was organized under provision of Oregon Statutes Chapter 332 for the purpose of operating elementary and secondary schools. There are various governmental agencies and special service districts that provide services within the boundaries of the District; however, the District is not financially accountable for any of these entities, and, therefore, none of them are considered component units or included in the basic financial statements.

C. Basis of Presentation - Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds and internal service funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

D. Basis of Presentation - Fund Financial Statements

The fund financial statements provide information about the government's funds. Separate statements for each fund category - governmental, and proprietary - are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The government reports the following major governmental funds:

General Fund - The General Fund is the primary operating fund of the District. It accounts for all financial resources except those required to be accounted for in another fund. The primary sources of revenue are property taxes and state revenues.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Special Revenue Fund

Grants and Student Body Fund – The Grants and Student Body Fund accounts for the proceeds of specific revenue sources that are restricted for specific purposes. The primary source of revenue is federal grants. The primary uses of revenue are for salaries and employment benefits, education program enhancement, and equipment purchases.

Debt Service Fund

Debt Service Fund – The Debt Service Fund accounts for the repayment of the District's long-term debt. The primary source of revenue is property taxes. The primary use of revenue is payment of principal and interest due on long-term debt.

Capital Projects Fund

Capital Projects Fund – The Capital Projects Fund accounts for the accumulation of resources to be used for equipment and building needs. The primary sources of revenue are transfers from the General Fund and grants restricted for capital improvements and equipment purchases. The primary use of revenue is for capital improvements to District facilities.

Additionally, the District reports the following nonmajor governmental funds:

Special Revenue Funds

Food Service Fund – The Food Service Fund accounts for the proceeds of grant and food sale revenues restricted for food service. The primary source of revenue is federal grants. The primary uses of revenue are for operation of food service programs.

Trust and Agency Fund – The Trust and Agency Fund accounts for donor contributions restricted for scholarships. The primary source of revenue is contributions. The primary use of revenue is for scholarship expenses.

In addition, the District reports the following proprietary fund:

Internal Service Fund

Insurance Fund – The Insurance Fund is used to account for funds allocated for unemployment benefits. The primary source of revenue is transfers from the General Fund. The primary use of revenue is for unemployment benefits.

Certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between funds included in governmental activities are eliminated.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 30 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 30 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the government.

F. Budgetary Information

Annual budgets are adopted on the modified cash basis of accounting. The District budgets all funds in accordance with the requirements of state law. Annual appropriated budgets are adopted for the general, special revenue, debt service, capital projects, and internal service funds. The District begins its budgeting process by appointing budget committee members. The budget officer prepares a budget, which is reviewed by the budget committee. The budget is then published in proposed form and is presented at public hearings to obtain taxpayer comments and approval from the budget committee. The budget is legally adopted by the board of directors by resolution prior to the beginning of the District's fiscal year.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

The board resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. Total instruction, support services, community services, debt service, facilities acquisition and construction, operating contingencies, and interfund transfers for each fund are the levels of control established by the resolution. The detailed budget document, however, is required to contain more specific detailed information for the aforementioned expenditure categories and management may revise the detailed line item budgets within appropriation categories.

Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriation resolution. Supplemental budgets less than 10% of a fund's original budget may be adopted by the board of directors at a regular board meeting. A supplemental budget greater than 10% of a fund's original budget requires hearings before the public, publication in newspapers, and approval by the board of directors. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control. Such transfers require approval by the board of directors. During the year, there was one supplemental budget. The District does not use encumbrances and appropriations lapse at year-end.

Budget amounts shown in the financial statements reflect the original budget amounts, one supplemental budget, and three approved appropriation changes.

G. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

1. Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

2. Investments

State statutes authorize the District to invest in legally issued general obligations of the United States, the agencies and instrumentalities of the United States and the states of Oregon, Washington, Idaho, or California, certain interest-bearing bonds, time deposit open accounts, certificates of deposit, and savings accounts in banks, mutual savings banks, and savings and loan associations that maintain a head office or a branch in this state in the capacity of a bank, mutual savings bank, or savings and loan association, and share accounts and savings accounts in credit unions in the name of, or for the benefit of, a member of the credit union pursuant to a plan of deferred compensation.

3. Accounts Receivable

Receivables for federal and state grants, and state, county, and local shared revenues are recorded as revenue when earned.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

4. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost where no historical records exist. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance or repairs that do not add to the value of an asset or materially extend its life are charged to expenditures as incurred and are not capitalized. Major capital outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets are computed on the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Machinery and equipment	5-20
Buildings and improvements	7-50

5. Deferred Outflows/Inflows of Resources (Non-Pension Related)

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and will therefore not be recognized as an outflow of resources (expense/expenditure) until that time.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and will therefore not be recognized as an inflow of resources (revenue) until that time. The District has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

6. Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

7. Fund Balance Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

8. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Restricted fund balance are amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The school board is the highest level of decision-making authority for the government that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for the specific purposes but do not meet the criteria to be classified as committed. The school board has by resolution authorized the Business Manager to assign fund balance. The board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

The District reports fund equity in accordance with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

The following classifications describe the relative strength of the spending constraints:

- Nonspendable fund balance - amounts that are in nonspendable form (such as inventory) or are required to be maintained intact.
- Restricted fund balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance - amounts constrained to specific purposes by the District itself, using its highest level of decision-making authority (i.e. board of directors). To be reported as committed, amounts cannot be used for any other purpose unless the District takes the same highest level action to remove or change the constraint.
- Assigned fund balance - amounts that District intends to use for a specific purpose. Intent can be expressed by the board of directors or by an official or body to which the board of directors delegates authority.
- Unassigned fund balance - amounts that are available for any purpose. Positive amounts are reported only in the General Fund.

The District has not formally adopted a policy for commitment or assignment of unrestricted fund balance.

The District has not formally adopted a minimum fund balance policy.

H. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

2. Property Taxes

Under state law, county governments are responsible for extending authorized property tax levies, computing tax rates, billing and collecting all property taxes, and making periodic remittances of collection to entities levying taxes. Property taxes are levied and become a lien as of July 1 on property values assessed as of June 30. Property taxes are payable in three installments, which are due on November 15, February 15, and May 15. Uncollected property taxes are shown as assets in the governmental funds. Property taxes not collected within the fiscal year are recorded as deferred inflows of resources because they are not deemed available to finance operations of the current period.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

3. Compensated Absences

Amounts of vested or accumulated vacation leave that are expected to be liquidated with expendable available financial resources are reported as expenditures when paid. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are reported as long-term liabilities on the statement of net position. In accordance with the provisions of GASB Statement No. 47, *Accounting for Compensated Absences*, no liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

4. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oregon Public Employees Retirement System (PERS) and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

5. Proprietary Fund Operating and Nonoperating Revenues and Expenses

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenue of the Insurance Fund is charges to other agencies for services provided. Operating expenses for the Insurance Fund include the cost of services and administrative expenses. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

I. Use of Estimates

The preparation of financial statements in conformity with the modified cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

II. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Deposits and Investments

North Santiam School District No. 29J maintains a cash and cash equivalents pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the fund financial statements as cash and cash equivalents. Additionally, several funds held separate cash accounts. Interest earned on pooled cash and investments is allocated to participating funds based upon their combined cash and investment balances.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Investments, including amounts held in pooled cash and investments, are stated at fair value. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 72, *Fair Value Measurement and Application*, investments with a remaining maturity of more than one year at the time of purchase are stated at fair value.

The District participates in an external investment pool (State of Oregon Local Government Investment Pool). The Pool is not registered with the U.S. Securities and Exchange Commission as an investment company.

The State's investment policies are governed by the Oregon Revised Statutes (ORS) and the Oregon Investment Council (OIC). The State Treasurer is the investment officer for the OIC and is responsible for all funds in the State Treasury. These funds are invested exercising reasonable care, skill, and caution. Investments in the Pool are further governed by portfolio guidelines issued by the Oregon Short-Term Fund Board, which established diversification percentages and specifies the types and maturities of investments. The portion of the external investment pool which belongs to local government investment participants is reported in an Investment Trust Fund in the State's Comprehensive Annual Financial Report (CAFR). A copy of the State's CAFR may be obtained at the Oregon State Treasury, 350 Winter St. N.E., Salem, Oregon 97310-0840.

Fair Value Measurement

Fair value is defined as the price that would be received to sell an asset or price paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset.

The classification of securities within the fair value hierarchy is based on the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

- *Level 1* - Unadjusted quoted prices for identical investments in active markets.
- *Level 2* - Observable inputs other than quoted market prices; and,
- *Level 3* - Unobservable inputs.

There were no transfers of assets or liabilities among the three levels of the fair value hierarchy for the year ended June 30, 2021.

Fair values of assets measured on a recurring basis at June 30, 2021 are as follows:

	<u>Level 2</u>
Oregon Local Government Investment Pool	<u>\$ 6,530,225</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Credit Risk

Oregon statutes authorize the District to invest in obligations of the U.S. Treasury and U.S. agencies, bankers' acceptances, repurchase agreements, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, and the Local Government Investment Pool. The District has not adopted an investment policy regarding credit risk; however, investments comply with state statutes.

Investments

As of June 30, 2021, the District had the following investments:

	<u>Credit Quality Rating</u>	<u>Maturities</u>	<u>Fair Value</u>
Oregon Local Government Investment Pool	Unrated	-	<u>\$ 6,530,225</u>

Interest Rate Risk

The District does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increases in interest rates.

Concentration of Credit Risk

The District does not have a formal policy that places a limit on the amount that may be invested in any one insurer. 100 percent of the District's investments are in the Oregon Local Government Investment Pool.

Custodial Credit Risk - Investments

This is the risk that, in the event of the failure of a counterparty, the District will not be able to recover the value of its investments that are in the possession of an outside party. The District does not have a policy that limits the amount of investments that can be held by counterparties.

Custodial Credit Risk - Deposits

This is the risk that, in the event of a bank failure, the District's deposits may not be returned. All District deposits not covered by Federal Depository Insurance Corporation (FDIC) insurance are covered by the Public Funds Collateralization Program (PFCP) of the State of Oregon, organized in accordance with ORS 295. The PFCP is a shared liability structure for participating bank depositories.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Barring any exceptions, a bank depository is required to pledge collateral valued at a minimum of 10% of their quarter-end public fund deposits if they are considered well capitalized, 25% of their quarter-end public fund deposits if they are considered adequately capitalized, or 110% of their quarter-end public fund deposits if they are considered undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities.

The District holds accounts at multiple institutions, for which deposits are insured by the FDIC insurance up to \$250,000. At June 30, 2021, the District's had deposits of \$554,484 insured by the FDIC, and \$3,784,918 collateralized by the PFCP.

Deposits

The District's deposits and investments at June 30, 2021 are as follows:

Petty cash	\$ 7,017
Checking accounts	3,884,182
Total investments	6,530,225
 Total deposits and investments	 \$ 10,421,424

Cash and investments by fund:

Governmental activities - unrestricted	
General Fund	\$ 4,564,236
Capital Projects Fund	2,220,843
Internal service fund - Insurance Fund	306,528
Nonmajor governmental funds (book overdraft)	(23,898)
 Total governmental activities - unrestricted	 7,067,709
Governmental activities - restricted	
Grants and Student Body Fund	253,772
Debt Service Fund	1,746,827
Capital Projects Fund	1,353,116
 Total governmental activities - restricted	 3,353,715
 Total cash and investments	 \$ 10,421,424

Restricted cash is for future payments of principal and interest on long-term debt, as well as the completion of bond projects.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

B. Capital Assets

Capital asset activity for the year ended June 30, 2021 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities				
Capital assets not being depreciated				
Construction in progress	\$ -	\$ 32,267	\$ -	\$ 32,267
Capital assets being depreciated				
Buildings and improvements	20,735,973	-	-	20,735,973
Equipment and vehicles	<u>1,158,173</u>	<u>324,109</u>	<u>-</u>	<u>1,482,282</u>
Total capital assets being depreciated	<u>21,894,146</u>	<u>324,109</u>	<u>-</u>	<u>22,218,255</u>
Less accumulated depreciation for				
Buildings and improvements	(15,263,987)	(390,876)	-	(15,654,863)
Equipment and vehicles	<u>(506,470)</u>	<u>(27,824)</u>	<u>-</u>	<u>(534,294)</u>
Total accumulated depreciation	<u>(15,770,457)</u>	<u>(418,700)</u>	<u>-</u>	<u>(16,189,157)</u>
Total capital assets being depreciated, net	<u>6,123,689</u>	<u>(94,591)</u>	<u>-</u>	<u>6,029,098</u>
Governmental activities capital assets, net	<u>\$ 6,123,689</u>	<u>\$ (94,591)</u>	<u>\$ -</u>	<u>\$ 6,061,365</u>

Capital assets are reported on the statement of net position as follows:

	<u>Capital Assets</u>	<u>Accumulated Depreciation</u>	<u>Net Capital Assets</u>
Governmental activities			
Construction in progress	\$ 32,267	\$ -	\$ 32,267
Buildings and improvements	20,735,973	(15,654,863)	5,081,110
Equipment and vehicles	<u>1,482,282</u>	<u>(534,294)</u>	<u>947,988</u>
Total governmental capital assets	<u>\$ 22,250,522</u>	<u>\$ (16,189,157)</u>	<u>\$ 6,061,365</u>

Depreciation expense was reported on the statement of activities as follows:

Unallocated depreciation expense	<u>\$ 418,700</u>
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NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

C. Deferred Inflows/Outflows of Resources

Deferred inflows and outflows of resources summarized on the statement of net position are comprised of the following:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB RHIA benefit	\$ 41,163	\$ (118,007)
Net pension liability PERS	6,255,994	(2,950,780)
OPEB medical liability	176,802	(83,064)
Total	\$ 6,473,959	\$ (3,151,851)

D. Interfund Transfers

Interfund transfers during the year consisted of:

	Capital Projects Fund	Transfers in: Grants and Student Body Fund	Total
Transfers out:			
General Fund	\$ 1,428,000	\$ 200,000	\$ 1,628,000
Grants and Student Body Fund	227,492	-	227,492
Total	\$ 1,655,492	\$ 200,000	\$ 1,855,492

The primary purpose of the transfers was to cover current year special and capital projects, as well as future debt service requirements.

E. Compensated Absences

Compensated absences are generally liquidated using the general fund, activity for the year was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
Compensated absences	\$ 79,238	\$ 132,612	\$ -	\$ 211,850

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

F. Long-Term Liabilities

1. Changes in Long-Term Liabilities

The following is a summary of long-term liabilities transactions for the year:

	Interest Rates	Original Amount	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental activities							
General obligation bonds							
Series 2013	1.25-5%	\$ 22,850,000	\$ 18,690,000	\$ -	\$ 885,000	\$ 17,805,000	\$ 955,000
Premium - 2013		<u>2,416,444</u>	<u>2,276,222</u>	<u>-</u>	<u>116,126</u>	<u>2,160,096</u>	<u>-</u>
Total general obligation bonds		25,266,444	20,966,222	-	1,001,126	19,965,096	955,000
Other bonds payable							
Limited tax pension bonds	1.5-5.68%	15,657,118	9,501,226	-	415,110	9,086,116	413,586
Qualified school construction bonds - 2005	2.40%	800,000	800,000	-	-	800,000	800,000
Qualified school construction bonds - 2007	1.32%	<u>1,000,000</u>	<u>205,376</u>	<u>-</u>	<u>65,000</u>	<u>140,376</u>	<u>-</u>
Total other bonds payable		17,457,118	10,506,602	-	480,110	10,026,492	1,213,586
Notes Payable							
Full Faith & Credit Note, Series 2017	2.78%	<u>400,000</u>	<u>298,069</u>	<u>-</u>	<u>37,732</u>	<u>260,337</u>	<u>38,788</u>
Total notes payable		400,000	298,069	-	37,732	260,337	38,788
Total governmental activities		<u>\$ 43,123,562</u>	<u>\$ 31,770,893</u>	<u>\$ -</u>	<u>\$ 1,518,968</u>	<u>\$ 30,251,925</u>	<u>\$ 2,207,374</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

2. General Obligation Bonds

General obligation bonds are direct obligations that pledge the full faith and credit of the District and are payable from ad valorem debt service levy proceeds. The District issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. The District's outstanding general obligation bonds represent funding primarily for building improvement projects. Interest is due semiannually in June and December. Interest rates increase at fixed rates over the life of the bonds in accordance with the original bond agreements. The Debt Service Fund has traditionally been used to liquidate long-term debt.

3. Limited Tax Pension Bond

The District participated in the OSBA Pension Bond Pool for the purpose of funding the District's allocated portion of the PERS Unfunded Actuarial Liability (UAL). A bond in the amount of \$15,657,118 was issued on April 21, 2003. The bond is being amortized over 25 years. Interest is fixed and ranges between 1.5% and 5.68%. Interest rates increase in accordance with the original bond agreements. Interest is due semi-annually on June 30 and December 31. The Debt Service Fund has traditionally been used to liquidate long-term debt.

4. Qualified School Construction Bonds - 2005

The District entered into a financing agreement dated June 16, 2005, under the Qualified School Construction Bonds Program. The District received financing of \$800,000 for upgrades and improvements to school facilities, which are pledged as collateral. The agreement requires annual cash deposits to a sinking fund in the amount of \$41,567 beginning July 6, 2006. The General Fund has traditionally been used to liquidate the long-term debt.

5. Qualified School Construction Bonds - 2007

The District entered into a financing agreement dated April 19, 2007 under the Qualified School Construction Bonds (QSCB) Program. The District received financing of \$1,000,000 for upgrades and improvements to school facilities, which are pledged as collateral. Principal and interest are due annually in April. The General Fund has traditionally been used to liquidate the long-term debt.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

6. Full Faith and Credit Note Payable, Series 2017

The District entered into a note payable on July 10, 2017 to finance Shaff road improvements, which are pledged as collateral. Principal and interest are due semi-annually in January and July. Interest is fixed at 2.78%. If the District is unable to make payment, the note contains an event of default; the lender may declare the entire unpaid principal and any unpaid accrued interest immediately due. The Debt Service Fund has traditionally been used to liquidate the long-term debt.

7. General Obligation Debt Capacity

ORS 328.245 establishes a parameter of bonded indebtedness for school districts. Kindergarten through twelfth grade school districts may issue an aggregate principal amount up to 7.95% of the Real Market Value of all taxable properties within the district. Information on the District's general obligation debt capacity is presented below.

Real Market Value (Fiscal Year 2021) ⁽¹⁾	\$	2,297,731,433
Debt Capacity		
General Obligation Debt Capacity (7.95% of Real Market Value)	\$	182,669,649
Less: Outstanding Debt Subject to Limit		<u>17,805,000</u> ⁽²⁾
Remaining General Obligation Debt Capacity	\$	200,474,649
Percent of Capacity Issued		9.75%

⁽¹⁾ The District's fiscal year commences July 1 and ends on June 30 of the following year (the "Fiscal Year"). *Source: Linn County Department of Assessment and Taxation.*

⁽²⁾ Represents voter-approved, unlimited-tax general obligations of the District.

8. Interest Expense

Interest expense was reported on the statement of activities as follows:

Interest on long-term debt	\$ <u>2,117,867</u>
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NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

9. Future Maturities of Long-Term Liabilities

Year Ending June 30	Bonds			Notes		
	Principal	Interest	Total	Principal	Interest	Total
2022	\$ 2,238,586	\$ 2,128,150	\$ 4,366,736	\$ 38,788	\$ 7,304	\$ 46,092
2023	1,522,910	2,175,078	3,697,988	39,875	6,219	46,094
2024	2,645,000	1,110,088	3,755,088	40,992	5,103	46,095
2025	2,920,000	979,736	3,899,736	42,139	3,955	46,094
2026	3,210,000	834,208	4,044,208	43,317	2,775	46,092
2027-2031	11,224,996	2,119,023	15,463,042	55,226	8,609	63,835
2032-2035	4,070,000	283,875	4,637,750	-	-	-
Total	<u>\$ 27,831,492</u>	<u>\$ 9,630,158</u>	<u>\$ 37,461,650</u>	<u>\$ 260,337</u>	<u>\$ 33,965</u>	<u>\$ 294,302</u>

Year Ending June 30	Total		
	Principal	Interest	Total
2022	\$ 2,277,374	\$ 2,135,454	\$ 4,412,828
2023	1,562,785	2,181,297	3,744,082
2024	2,685,992	1,115,191	3,801,183
2025	2,962,139	983,691	3,945,830
2026	3,253,317	836,983	4,090,300
2027-2031	11,280,222	2,127,632	13,407,854
2032-2035	4,070,000	283,875	4,353,875
Total	<u>\$ 28,091,829</u>	<u>\$ 9,664,123</u>	<u>\$ 37,755,952</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

G. Constraints on Fund Balances

Constraints on fund balances reported on the balance sheet are as follows:

	General Fund	Grants and Student Body Fund	Debt Service Fund	Capital Projects Fund	Food Service Fund	Trust and Agency Fund	Total Governmental Funds
Fund balances:							
Nonspendable:							
Food inventory	\$ -	\$ -	\$ -	\$ -	\$ 91,987	\$ -	\$ 91,987
Prepaid expenses	-	101,249	-	-	-	-	101,249
Restricted for:							
Debt service	-	-	1,764,219	-	-	-	1,764,219
Bond projects	-	-	-	79,603	-	-	79,603
Energy efficient improvements	-	-	-	144,483	-	-	144,483
Facility improvements	-	-	-	1,129,030	-	-	1,129,030
Student activities	-	463,883	-	-	-	-	463,883
School nutrition	-	-	-	-	23,654	-	23,654
Scholarship funds	-	-	-	-	-	19,527	19,527
Grant projects	-	455,124	-	-	-	-	455,124
Committed for:							
Vehicle replacement	-	-	-	34,813	-	-	34,813
Equipment additions	-	-	-	2,096,808	-	-	2,096,808
Board projects	-	776,791	-	-	-	-	776,791
Assigned to:							
Textbook needs	-	515,000	-	-	-	-	515,000
Technology needs	-	17,222	-	-	-	-	17,222
Facility improvements	-	78,348	-	-	-	-	78,348
Athletics capital projects	-	-	-	96,011	-	-	96,011
Unassigned	3,640,906	-	-	-	-	-	3,640,906
Total fund balances	<u>\$ 3,640,906</u>	<u>\$ 2,407,617</u>	<u>\$ 1,764,219</u>	<u>\$ 3,580,748</u>	<u>\$ 115,641</u>	<u>\$ 19,527</u>	<u>\$ 11,528,658</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

III. OTHER INFORMATION

A. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. In addition, the District maintains an Insurance Fund for the payment of future unemployment claims. No liability for unpaid unemployment claims has been recorded, as management is unable to reasonably estimate the amount or timing of future claims.

B. Retirement Plans

1. Oregon Public Employees Retirement System

General Information about the Pension Plan

The Oregon Public Employees Retirement System (OPERS) consists of a cost-sharing, multiple-employer defined benefit plan for units of state governmental, political subdivisions, community colleges, and school districts, containing multiple actuarial pools. Plan assets may be used to pay the benefits of the employees of any employer that provides pensions through the Plan. As of June 30, 2020, there were 901 participating employers.

Plan Membership

As of June 30, 2020, there were 16,323 active plan members, 129,520 retired plan members or their beneficiaries currently receiving benefits, 9,930 inactive plan members entitled to but not yet receiving benefits, for a total of 155,773 Tier One members.

For Tier Two members, as of June 30, 2020, there were 31,548 active plan members, 17,162 retired plan members or their beneficiaries currently receiving benefits, 13,880 inactive plan members entitled to but not yet receiving benefits, for a total of 62,590.

As of June 30, 2020, there were 130,806 active plan members, 6,940 retired plan members or their beneficiaries currently receiving benefits, 6,281 inactive plan members entitled to but not yet receiving benefits, and 16,439 inactive plan members not eligible for refund or retirements, for a total of 160,466 OPSRP Pension Program members.

Plan Benefits

Plan benefits of the System are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A, and Internal Revenue Code Section 401(a).

Tier One/Tier Two Retirement Benefit (Chapter 238) - OPERS is a defined benefit pension plan that provides retirement and disability benefits, annual cost-of-living-adjustments, and death benefits to members and their beneficiaries. Benefits are established by state statute. This defined benefit pension plan is closed to new members hired on or after August 29, 2003.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Pension Benefits

The OPERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options that are actuarially equivalent to the base benefit. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefit results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier One general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier Two members are eligible for full benefits at age 60. Police and Fire members may purchase increased benefits that are payable between the date of retirement and age 65.

Death Benefits

Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following conditions are met:

- Member was employed by a PERS employer at the time of death,
- Member died within 120 days after termination of PERS-covered employment,
- Member died as a result of injury sustained while employed in a PERS-covered job, or
- Member was on an official leave of absence from a PERS-covered job at the time of death.

Disability Benefits

A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for a either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining monthly benefit.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Benefit Changes after Retirement

Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations caused by changes in the fair value of the underlying global equity investments of that account.

Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes. The cap on the COLA in fiscal year 2015 and beyond will vary based on the amount of the annual benefit, in accordance with *Moro* decision. The COLA is capped at 2.0 percent.

OPSRP Defined Benefit Pension Program (OPSRP DB) – This Pension Program (ORS Chapter 238A) provides benefits to members hired on or after August 29, 2003.

Pension Benefits

This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:

Police and Fire – 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.

General Service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.

A member of the OPSRP Pension Program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.

Death Benefits

Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse receives for life 50 percent of the pension that would otherwise have been paid to the deceased member.

Disability Benefits

A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Benefit Changes After Retirement

Under ORS 238A.210 monthly benefits are adjusted annually through cost-of-living changes. The cap on the COLA in fiscal year 2015 and beyond will vary based on the amount of the annual benefit, in accordance with *Moro* decision. The COLA is capped at 2.0 percent.

OPSRP Individual Account Program (OPSRP IAP) - Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member's IAP account. OPSRP is part of OPERS and is administered by the OPERS Board.

Pension Benefits

An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies.

Upon retirement, a member of the OPSRP Individual Account Program (IAP), may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions

OPERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. This funding policy applies to the OPERS Defined Benefit Plan and the Other Postemployment Benefit Plans.

Employer contribution rates during the period were based on the December 31, 2018 actuarial valuation, which became effective July 1, 2019. The State of Oregon and certain schools, community colleges, and political subdivisions have made unfunded actuarial liability payments, and their rates have been reduced.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Member contributions are set by statute at six percent of salary and are remitted by participating employers. The contributions are either deducted from member salaries or paid by the employers on the members' behalf. As permitted, the District has opted to pick-up the contributions on behalf of its employees.

Employer contributions for the year ended June 30, 2021 were \$2,001,170.

Pension Plan Comprehensive Annual Financial Report (CAFR)

Additional disclosures related to Oregon PERS not applicable to specific employers are available by contacting PERS at the following address: PO Box 23700 Tigard, OR 97281-3700, or can be found at:

<https://www.oregon.gov/pers/Documents/Financials/CAFR/2020-CAFR.pdf>.

Actuarial Valuations

The employer contribution rates effective July 1, 2019, through June 30, 2021, were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (2) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 20 years.

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation Date	December 31, 2018
Measurement Date	June 30, 2020
Experience Study	2018, published July 24, 2019
<i>Actuarial Assumptions:</i>	
Actuarial Cost Method	Entry age normal

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Inflation Rate	2.50 percent
Long-term Expected Rate of Return	7.20 percent
Discount Rate	7.20 percent
Projected Salary Increases	3.50 percent
Cost of living adjustment (COLA)	Blend of 2.00% COLA and graded COLA (1.25%/.15%) in accordance with <i>Moro</i> decision; blend based on service.
Mortality	<p>Health retirees and beneficiaries: Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p>Active members: Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p>Disabled retirees: Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future.

Experience studies are performed as of December 31 of even numbered years. The methods and assumptions shown above are on the 2018 Experience Study, which reviewed experience for the four-year period ended December 31, 2018. There were no differences between the assumptions and plan provisions used for June 30, 2020 measurement date calculations compared to those shown above.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Actuarial Methods and Assumptions

Assets are valued at their market value. Gains and losses between odd-year valuations are amortized as a level percentage of combined valuation payroll over 20 years from the odd-year valuation in which they are first recognized.

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position of Oregon PERS and additions to/deductions from Oregon PERS' fiduciary net position have been determined on the same basis as they are reported by Oregon PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Discount Rate

The discount rate used to measure the total pension liability was 7.20 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Depletion Date Projection

GASB 67 generally requires that a blended discount rate be used to measure the Total Pension Liability (the Actuarial Accrued Liability calculated using the Individual Entry Age Normal Cost Method). The long-term expected return on plan investments may be used to discount liabilities to the extent that the plan's Fiduciary Net Position is projected to cover benefit payments and administrative expenses. A 20-year high quality (AA/Aa or higher) municipal bond rate must be used for periods where the Fiduciary Net Position is not projected to cover benefit payments and administrative expenses. Determining the discount rate under GASB 67 will often require that the actuary perform complex projections of future benefit payments and pension plan investments. GASB 67 (paragraph 43) does allow for alternative evaluations of projected solvency if such evaluation can reliably be made. GASB does not contemplate a specific method for making an alternative evaluation of sufficiency; it is left to professional judgment.

The following circumstances justify an alternative evaluation of sufficiency for OPERS:

- OPERS has a formal written policy to calculate an Actuarially Determined Contribution (ADC), which is articulated in the actuarial valuation report.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

- The ADC is based on a closed, layered amortization period, which means that payment of the full ADC each year will bring the plan to a 100% funded position by the end of the amortization period if future experience follows assumption.
- GASB 67 specifies that the projections regarding future solvency assume that plan assets earn the assumed rate of return and there are no future changes in the plan provisions or actuarial methods and assumptions, which means that the projections would not reflect any adverse future experience which might impact the plan's funded position.

Based on these circumstances, it is our independent actuary's opinion that the detailed depletion date projections outlined in GASB 67 would clearly indicate that the Fiduciary Net Position is always projected to be sufficient to cover benefit payments and administrative expenses.

Long-Term Expected Rate of Return

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in May 2019 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors.

Each asset class assumption is based on a consistent set of underlying assumptions and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

For more information on the Plan's portfolio, assumed asset allocation, and the long-term expected rate of return for each major asset class, calculated using both arithmetic and geometric means, see PERS' audited financial statements at:

<https://www.oregon.gov/pers/Documents/Financials/CAFR/2020-CAFR.pdf>

OIC Target and Actual Investment Allocation as of June 30, 2020

<u>Asset Class/Strategy</u>	<u>OIC Policy Low Range</u>	<u>OIC Policy High Range</u>	<u>OIC Target Allocation</u>	<u>Actual Allocation³</u>
Debt Securities	15.0%	25.0%	20.0%	20.0%
Public Equity	27.5%	37.5%	32.5%	31.8%
Real Estate	9.5%	15.5%	12.5%	11.4%
Private Equity	14.0%	21.0%	17.5%	22.9%

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Alternatives Portfolio	7.5%	17.5%	15.0%	10.5%
Opportunity Portfolio ¹	0.0%	3.0%	0.0%	2.1%
Risk Parity ²	0.0%	2.5%	2.5%	1.3%
Total			100.0%	100.0%

¹Opportunity Portfolio is an investment strategy, and it may be invested up to 3% of total plan net position.

²Risk Parity is a new investment strategy added to the asset allocation mix in 2019.

³ Based on the actual investment value at 6/30/2020.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2021, the District reported a liability of \$18,623,318 for its proportionate share of the net pension liability. The net pension liability was measured at June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

At June 30, 2021, the District's proportion was 0.08533631%. For the year ended June 30, 2021, the District recognized pension expense of \$3,708,396. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 819,651	\$ -
Changes in assumptions	999,455	(35,019)
Net difference between projected and actual earnings on investments	2,189,860	-
Changes in proportionate share	1,130,995	(880,093)
Changes in proportion and differences between employer contributions and proportionate share of contributions	-	(2,035,668)
Total (prior to post-MD contributions)	5,139,961	(2,950,780)
Contributions after measurement date	1,116,033	-
Total deferred outflows/(inflows)	\$ 6,255,994	\$ (2,950,780)

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Amounts reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in subsequent years as follows:

Employer subsequent fiscal years:	Deferred Outflow/(Inflow) of Resources (prior to post- measurement date contributions)
1st Fiscal Year	\$ 364,400
2nd Fiscal Year	\$ 624,147
3rd Fiscal Year	\$ 601,873
4th Fiscal Year	\$ 607,128
5th Fiscal Year	\$ (8,367)

Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.20 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a higher discount rate that is 1-percentage-point lower (6.20 percent) or 1-percentage-point higher (8.20 percent) than the current rate:

District's proportionate share of the net pension liability (asset):

1% Decrease (6.2%)	Discount Rate (7.2%)	1% Increase (8.2%)
\$ 27,654,089	\$ 18,623,318	\$ 11,050,598

Changes Subsequent to the Measurement Date

The legislation held a second special session, August 10, 2020, and passed two budget bills that pertain to PERS. House Bill (HB) 4304 contained the policy updates needed to complete the budget reductions passed in Senate Bill (SB) 5723, reducing the Employer Incentive Fund (EIF) by \$35,248,198 with the money going back to the general fund. Additionally, all current and future revenue streams for the EIF were eliminated. The School District Unfunded Liability Fund (SDULF) was reduced by \$11,539,471 with that money also going back into the general fund.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Governor Brown line-item vetoed parts of HB 4304 restoring funding to the EIF and the SDULF. The SDULF receives an annual transfer from the proceeds on unclaimed property from the Common School Fund and will receive a transfer in January 2021. While these funding streams currently have no revenue, this does raise the possibility of both of these programs begin funded again in the future.

Starting July 1, 2020, SB 1049 required member contributions to their IAP accounts to be redirected to the Defined Benefit fund.

If the member earns more than \$2,500 per month, 0.75% for OPSRP members and 2.5% for Tier One and Tier Two members' salaries that were previously contributed to the member's IAP began funding the new Employee Pension Stability Accounts to help fund the cost of future pension benefits without changing those benefits, which means reduced contributions to the member's IAP account. PERS estimated that approximately \$125 million in member contributions will be redirected in fiscal year 2020-2021.

C. Other Post-Employment Benefits (GASB 75) RHIA - Oregon PERS Plan

1. Oregon Public Employees Retirement System (PERS) Retirement Health Insurance Account (RHIA) Other Post-Employment Benefit (OPEB) Plan (the Plan)

General Information about the OPEB Plan

The Oregon PERS RHIA consists of a single cost-sharing multiple-employer defined benefit OPEB plan for units of state governmental, political subdivisions, community colleges, and school districts, containing multiple actuarial pools. Plan assets may be used to pay the benefits of the employees of any employer that provides pensions through the Plan. As of June 30, 2020, there were 811 participating employers.

Plan Benefits - PERS RHIA (Chapter 238)

Plan benefits of the System are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A, and the Internal Revenue Code Section 401(a).

OPEB Membership

RHIA was established by ORS 238.420 and authorizes a payment of up to \$60 from RHIA toward the monthly costs of health insurance. The Plan is closed to new members hired on or after August 29, 2003. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (C) enroll in a PERS-sponsored health plan.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

As of June 30, 2020, the inactive RHIA plan participants currently receiving benefits totaled 43,797, and there were 47,611 active and 13,044 inactive members who meet the requirements to receive RHIA benefits when they retire.

Basis of Accounting

Contributions for employers are recognized on the accrual basis of accounting. Employer contributions to PERS are calculated based on creditable compensation for active members reported by employers. Employer contributions are accrued when due pursuant to legal requirements. These are amounts normally included in the employer statements cut off as of the fifth of the following month. The schedules of OPEB amounts by Employer does not reflect deferred outflows of resources related to contributions made by employers after the measurement date.

Consistent with GASB Statement No. 75, paragraph 59(a), employer proportions are determined as a measure of the proportionate relationship of the employer to all employers consistent with the manner in which contributions to the OPEB plan are determined.

Contributions

Employer contributions for the year ended June 30, 2020 were \$2,474.

OPEB RHIA Plan Comprehensive Annual Financial Report (CAFR)

All assumptions, methods, and plan provisions used in these calculations are described in the Oregon PERS RHIA Cost-Sharing Multiple-Employer OPEB Plan Schedules of Employer Allocations and OPEB Amounts by Employer report, as of and for the year ended June 30, 2020. That independently audited report was dated March 5, 2021 and can be found at:

<https://www.oregon.gov/pers/Documents/Financials/CAFR/2020-CAFR.pdf>

Proportionate Share Allocation Methodology

The basis for the employer's proportion is determined by comparing the employer's actual, legally required contributions made during the fiscal year to the Plan with the total actual contributions made in the fiscal year of all employers.

If the employer did not make contributions during the fiscal year, their proportionate share will be set to zero and the employer will be allocated no proportionate share of the OPEB amounts.

Actuarial Methods and Assumptions:

Valuation Date	December 31, 2018
Measurement Date	June 30, 2020

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Experience Study	2018, published July 24, 2019
<i>Actuarial Assumptions:</i>	
Actuarial Cost Method	Entry age normal
Inflation Rate	2.50 percent
Long-term Expected Rate of Return	7.20 percent
Discount Rate	7.20 percent
Projected Salary Increases	3.50 percent
Retiree healthcare participation	Healthy retirees: 35%; disabled retirees: 20%
Mortality	<p>Health retirees and beneficiaries: Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p>Active members: Pub-2010 Employees, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p>Disabled retirees: Pub-2010 Disabled Retirees, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The methods and assumptions shown above are on the 2018 Experience Study, which reviewed experience for the four-year period ended December 31, 2018. There were no differences between the assumptions and plan provisions used for June 30, 2020 measurement date calculations compared to those shown above, except as follows:

- The H.R. 1865 Further Consolidated Appropriations Act, which was signed into law on December 20, 2019, repealed the Cadillac tax on high-cost health plans. The RHIPA Total OPEB asset as of the June 30, 2020 measurement date shown reflects the repeal of the Cadillac tax.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Discount Rate

The discount rate used to measure the total OPEB liability at June 30, 2020 was 7.20. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the RHIA plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB plan investments for the RHIA was applied to all periods of projected benefit payments to determine the total OPEB liability.

Long-Term Expected Rate of Return

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in May 2019 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. Each asset class assumption is based on a consistent set of underlying assumptions and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

For more information on the Plan's portfolio, assumed asset allocation, and the long-term expected rate of return for each major asset class, calculated using both arithmetic and geometric means, see PERS' audited financial statements at:

<https://www.oregon.gov/pers/Documents/Financials/CAFR/2020-CAFR.pdf>

Depletion Date Projection

GASB 75 generally requires that a blended discount rate be used to measure the Total OPEB Liability (the Actuarial Accrued Liability calculated using the Individual Entry Age Normal Cost Method). The long-term expected return on plan investments may be used to discount liabilities to the extent that the plan's Fiduciary Net Position (fair market value of assets) is projected to cover benefit payments and administrative expenses.

A 20-year high quality (AA/Aa or higher) municipal bond rate must be used for periods where the Fiduciary Net Position is not projected to cover benefit payments and administrative expenses. Determining the discount rate under GASB 75 will often require that the actuary perform complex projections of future benefit payments and pension plan investments. GASB 75 (paragraph 82) does allow for alternative evaluations of projected solvency if such evaluation can reliably be made. GASB does not contemplate a specific method for making an alternative evaluation of sufficiency; it is left to professional judgment.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

The following circumstances justify an alternative evaluation of sufficiency for OPEB Plan:

- OPERS has a formal written policy to calculate an Actuarially Determined Contribution (ADC), which is articulated in the actuarial valuation report.
- The ADC is based on a closed, layered amortization period, which means that payment of the full ADC each year will bring the plan to a 100% funded position by the end of the amortization period if future experience follows assumption.
- GASB 75 specifies that the projections regarding future solvency assume that plan assets earn the assumed rate of return and there are no future changes in the plan provisions or actuarial methods and assumptions, which means that the projections would not reflect any adverse future experience which might impact the plan's funded position.

Based on these circumstances, it is our independent actuary's opinion that the detailed depletion date projections outlined in GASB 75 would clearly indicate that the Fiduciary Net Position is always projected to be sufficient to cover benefit payments and administrative expenses.

There remains substantial uncertainty regarding the impact of COVID-19 on plan costs, including whether the pandemic will increase or decrease costs in the near and longer term. For example, health care expenditures unrelated to COVID-19 have decreased substantially since stay-at-home orders have been in place on account of physician practices closing for most visits and nonemergency surgeries being postponed. Some services will be postponed until a later date while others may never occur, and the drop in utilization for services unrelated to COVID-19 may offset potential increases in health costs related to COVID-19. Therefore, we have deferred making an adjustment to expected plan costs until more information is known. It is possible that the COVID-19 pandemic could have a material impact on the projected costs.

OPEB Assets, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, 2021, the District reported an asset of \$345,511 for its proportionate share of the OPEB asset. The OPEB asset was measured at June 30, 2020, and the total OPEB asset used to calculate the net OPEB asset was determined by an actuarial valuation as of that date.

The District's proportion of the net OPEB asset was based on a projection of the District's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating employers, actuarially determined. At December 31, 2019 the District's proportion was 0.16956734%. For the year ended June 30, 2021, the District recognized OPEB credit of \$89,429.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (35,321)
Changes of assumptions	-	(18,366)
Net difference between projected and actual earnings on investment	38,424	-
Changes in proportionate share	265	(64,320)
Total (prior to post-MD contributions)	38,689	(118,007)
Contributions subsequent to the MD	2,474	-
Total Deferred Outflow/(Inflow) of Resources	\$ 41,163	\$ (118,007)

Differences between expected and actual experience, changes in assumptions, and changes in employer proportion are amortized over the average remaining service lives of all plan participants, including retirees, determined as of the beginning of the respective measurement period. Employers are required to recognize OPEB expense based on the balance of the closed period "layers" attributable to each measurement period. The average remaining service life determined as of the beginning of the June 30, 2020 measurement period is 2.9 years.

Amounts reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB asset in the year ended June 30, 2021.

Other amounts reported by the District as deferred outflows or inflows of resources related to OPEB will be recognized in OPEB expense in subsequent years as follows:

Employer subsequent fiscal years:	Deferred Outflow/(Inflow) of Resources
1st Fiscal Year	\$ (68,062)
2nd Fiscal Year	(37,580)
3rd Fiscal Year	14,204
4th Fiscal Year	12,120
5th Fiscal Year	-

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Sensitivity of the District's Proportionate Share of the Net OPEB Asset to Changes in the Discount Rate

The following presents the District's proportionate share of the net OPEB asset calculated using the discount rate of 7.20 percent, as well as what the District's proportionate share of the net OPEB asset would be if it were calculated using a higher discount rate that is 1-percentage-point lower (6.20 percent) or 1-percentage-point higher (8.20 percent) than the current rate.

District's proportionate share of the net OPEB (asset) liability:

1% Decrease (6.2%)	Discount Rate (7.2%)	1% Increase (8.2%)
\$ (278,942)	\$ (345,511)	\$ (402,430)

Changes Subsequent to the Measurement Date

We are not aware of any changes subsequent to the June 30, 2020 measurement date that meet the requirement requiring a brief description under the GASB standard.

D. Other Post-Employment Benefits (GASB 75) - District Medical Benefit Plan

1. Other Post-Employment Benefit (OPEB) District Medical Benefit Plan (the Plan)

General Information about the OPEB Plan

Name of OPEB Plan

The District Medical Benefit Plan consists of a single-employer retiree benefit plan that provides post-employment health, dental, vision, and life insurance benefits to eligible employees and their dependents.

Description of Benefit Terms

Plan Benefits - Implicit Medical Benefit

Plan benefits are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapter 243. ORS stipulated that for the purpose of establishing health care premiums, the rate must be based on all plan members, including both active employees and retirees. The difference between retiree claims costs, which because of the effect of age is generally higher in comparison to all plan members, and the amount of retiree healthcare premiums represents the District's implicit employer contributions.

The calculated OPEB liability is derived using the OPEB benefits provided under the terms of the substantive plan in effect at the time of each valuation and on the pattern of sharing of costs between the employer and plan members at that point.

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Actuarial valuations for OPEB plans involve estimates of the value of reported amounts and assumptions about the probability of events far into the future, and actuarially determined amounts are subject to continual revision as results are compared to past expectations and new estimates are made about the future. Actuarial calculations of the OEB plan reflect a long-term perspective.

Medical Benefit Membership and Eligibility

Benefits and eligibility for members are established through the collective bargaining agreements. All classes of employee are eligible to continue coverage upon retirement. Qualified spouses, domestic partners, and children may qualify for coverage.

Medical Benefit Duration and Amount

Coverage for retirees and eligible dependents continues until Medicare eligibility for each individual (or until dependent children become ineligible).

Participant Statistics

As of June 30, 2021, there were 256 active members and 12 retired participants in the Medical Benefit plan. The average age of participants is 44.9 and 62.3, respectively. The District did not establish an irrevocable trust (or equivalent arrangement) to account for this plan.

Funding Policy

The benefits from this program are paid by the District on a self-pay basis and the required contribution is based on projected pay-as-you-go financing requirements. There is no obligation on the part of the District to fund these benefits in advance.

Actuarial Methods and Assumptions:

The District engaged an actuary to perform an evaluation as of June 30, 2021 using age entry normal, level percent of salary Actuarial Cost Method.

The Single Employer Pension Plan liability was determined using the following actuarial assumptions, applied to all periods including the measurement:

Valuation Date	July 1, 2019
Measurement Dates/Fiscal Year Ends	June 30, 2019 through June 30, 2021
<i>Actuarial Assumptions:</i>	
Actuarial Cost Method	Entry age normal

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

Interest Discount	2.21 percent discount rate assumption
General Inflation	2.50 percent per year
Salary Scale	3.50 percent per year

Election and lapse rates: 50% of eligible employees – 60% of male members and 35% of female members will elect spouse coverage; 5% annual lapse rate.

Expected healthcare costs were developed using a composite of the premiums due for retirees members electing coverage as of July 1, 2019.

Milliman’s Health Cost Guidelines were used to allocate costs by age and gender. Retirees’ costs include a load for expected health status of retirees relative to active employees and spouses.

For the period July 1, 2019 through June 30, 2021, current medical premiums due for retirees and their spouses were modeled using an average monthly premium of \$534 per retiree per month, and \$591 per spouse per month. Dental and vision premiums were modeled using average monthly premiums of \$69 per retiree and \$70 per spouse.

Mortality rates were based on the RP-2014 Employee and Healthy Annuitant Table for males and females, as appropriate.

Turnover rates were based on percentages developed for the valuation of benefits under Oregon PERS and vary by years of service. Disability rates were based on percentages developed for the valuation of benefits under Oregon PERS and vary by employee age.

The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations.

Changes in Medical Benefit OPEB Liability

Total OPEB Liability at June 30, 2020	\$	1,091,728
Changes for the year:		
Service cost		113,136
Interest		40,431
Change in assumptions		82,278
Benefit payments		<u>(100,256)</u>
Net changes		<u>135,589</u>
Total OPEB Liability at June 30, 2021	\$	<u><u>1,227,317</u></u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (42,994)
Changes in assumptions	105,433	(40,070)
Benefit payments	71,369	-
Total (prior to post-MD contributions)	\$ 176,802	\$ (83,064)

Amounts reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in subsequent years as follows:

Employer subsequent fiscal years:	Deferred Outflow/(Inflow) of Resources (prior to post- measurement date contributions)
2022	\$ (1,923)
2023	\$ (1,923)
2024	\$ (1,923)
2025	\$ 213
2026	\$ 6,076
Thereafter	\$ 21,849

Sensitivity of the Net OPEB Liability to Changes in Discount and Trend Rates

The following presents the net OPEB liability, calculated using the discount rate of 3.58%, as well as what the liability would be if it was calculated using a discount rate 1-percentage-point lower or 1-percentage-point higher than the current rate:

June 30 Disclosure	1% Decrease (1.21%)	Current Discount Rate (2.21%)	1% Increase (3.21%)
Total OPEB Liability	\$ 1,314,915	\$ 1,227,317	\$ 1,144,927

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

The following presents the net OPEB liability, calculated using the trend rate, as well as what the liability would be if it was calculated using a discount rate 1-percentage-point lower or 1-percentage-point higher than the current rate:

June 30 Disclosure	1% Decrease	Current Trend Rate	1% Increase
Total OPEB Liability	\$ 1,099,560	\$ 1,227,317	\$ 1,379,316

E. Restatement

The District's previously issued financial statements were restated as follows:

Government-Wide Statements	Governmental Activities
Net position - beginning, as originally reported	\$ (30,004,774)
To record return of grant funding	(57,947)
To record reclassification of trust and agency fund for GASB 84 implementation	13,947
Net position - beginning, as restated	\$ (30,048,774)
GAAP/Budget Basis Statements	Grants and Student Body Fund
Fund balance - beginning, as originally reported	\$ 2,172,556
To record return of grant funding	(57,947)
Fund balance - beginning, as restated	\$ 2,114,609

F. New Pronouncements

For the fiscal year ended June 30, 2021, the District implemented the following new accounting standards:

GASB Statement No. 84, *Fiduciary Activities* – This statement established criteria and guidance for identifying fiduciary activities of all state and local governments for accounting and financial reporting purposes, as well as the reporting requirements for these fiduciary funds.

GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32.*

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

The District will implement applicable new GASB pronouncements no later than the required fiscal year. Management has not determined the effect on the financial statements for implementing any of the following pronouncements:

GASB Statement No. 83, *Certain Asset Retirement Obligations* - This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. The statement is effective for fiscal years beginning after June 15, 2020 (as amended by GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*).

GASB Statement No. 87, *Leases* - This statement addresses the accounting and financial reporting for leases by governments, requiring recognition of certain lease assets and liabilities for leases that were previously classified as operating leases. The statement is effective for fiscal years beginning after June 15, 2022 (as amended by GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*).

GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period* - The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. The statement is effective for fiscal years beginning after December 15, 2021 (as amended by GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*).

G. Collective Bargaining Agreements

At June 30, 2021, the District had 370 total staff members, and 223 were covered under their respective collective bargaining agreements.

H. Tax Abatements

Marion County has established enterprise zones under ORS 285C and ORS 307.600 that abate property taxes on properties within the enterprise zones. As a result, the property taxes that the District will receive for the 2020-2021 levy year have been reduced by \$1,105,355.

I. Subsequent Events

1. Pension Bonds

As part of the Oregon Education District Pension Bond program, on August 19, 2021, the District sold pension bonds amounting to \$14,755,000 to buy down future PERS costs.

Management has evaluated subsequent events through December 10, 2021, which was the date that the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULES OF THE DISTRICT'S PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY AND DISTRICT CONTRIBUTIONS

OREGON PERS SYSTEM

Schedule of the District's Proportionate Share of the Net Pension Liability

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
District's proportion of the net pension liability (asset)	0.08533631%	0.07994184%	0.09207820%	0.08589820%	0.07654891%	0.06644210%	0.08682672%
District's proportionate share of the net pension liability (asset)	\$ 18,623,318	\$ 13,828,024	\$ 13,948,634	\$ 11,579,110	\$ 11,491,769	\$ 3,814,747	\$ (1,968,114)
District's covered-employee payroll	\$ 11,521,147	\$ 11,061,732	\$ 10,970,289	\$ 10,540,042	\$ 10,016,742	\$ 9,908,146	\$ 10,929,821
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	162%	125%	127%	110%	115%	39%	-18%
Plan fiduciary net position as a percentage of the total pension liability	76%	80%	82%	83%	81%	92%	104%

Schedule of District Contributions

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 2,001,170	\$ 1,383,360	\$ 1,163,634	\$ 1,432,025	\$ 961,141	\$ 1,144,537	\$ 1,144,536
Contributions in relation to the contractually required contribution	<u>(2,001,170)</u>	<u>(1,383,360)</u>	<u>(1,163,634)</u>	<u>(1,432,025)</u>	<u>(961,141)</u>	<u>(1,144,537)</u>	<u>(1,144,536)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	\$ 23,743,213	\$ 11,875,321	\$ 11,798,967	\$ 11,109,850	\$ 11,246,040	\$ 11,047,405	\$ 10,646,410
Contributions as a percentage of covered-employee payroll	8%	12%	10%	13%	9%	10%	11%

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULES OF THE DISTRICT'S PROPORTIONATE SHARE OF THE
OTHER POST EMPLOYMENT BENEFITS AND DISTRICT CONTRIBUTIONS

OREGON PERS SYSTEM RHIA

Schedule of the District's Proportionate Share of the Other Post Employment Benefits

	2021	2020	2019	2018	2017
District's proportion of the OPEB liability (asset)	0.16956734%	0.10648567%	0.10738364%	0.10765401%	0.11266617%
District's proportionate share of the OPEB liability (asset)	\$ (345,511)	\$ (205,769)	\$ (119,869)	\$ (44,928)	\$ 30,596
District's covered-employee payroll	\$ 11,521,147	\$ 11,061,732	\$ 10,970,289	\$ 10,540,042	\$ 10,016,742
District's proportionate share of the OPEB liability (asset) as a percentage of its covered-employee payroll	-3.00%	-1.86%	-1.09%	-0.43%	0.31%
Plan fiduciary net position as a percentage of the total OPEB liability (asset)	150.07%	144.40%	123.99%	108.88%	94.15%

Schedule of District Contributions

	2021	2020	2019	2018	2017
Contractually required contribution	\$ 2,474	\$ 59,377	\$ 58,995	\$ 55,549	\$ 56,230
Contributions in relation to the contractually required contribution	(2,474)	(59,377)	(58,995)	(55,549)	(56,230)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -
District's covered-employee payroll	\$ 23,743,213	\$ 11,875,317	\$ 11,798,967	\$ 11,109,850	\$ 11,246,040
Contributions as a percentage of covered-employee payroll	0.01%	0.50%	0.50%	0.50%	0.50%

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULES OF CHANGES IN OTHER POST EMPLOYMENT BENEFITS (OPEB)
LIABILITY AND RELATED RATIOS - MEDICAL BENEFIT

DISTRICT MEDICAL BENEFIT PLAN

Schedule of Changes	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total Medical Benefit Pension Liability - beginning	\$ 1,091,728	\$ 1,061,626	\$ 1,059,068	\$ 1,106,672
Changes for the year:				
Service Cost	\$ 113,136	\$ 103,713	\$ 102,381	\$ 106,761
Interest	40,431	43,116	39,506	32,712
Effect of economic/demographic gains or losses	-	(56,222)	-	-
Change in assumptions	82,278	42,939	(22,447)	(54,872)
Benefit Payments	<u>(100,256)</u>	<u>(103,444)</u>	<u>(116,882)</u>	<u>(132,205)</u>
Net changes for the year	<u>135,589</u>	<u>30,102</u>	<u>2,558</u>	<u>(47,604)</u>
Total Medical Benefit Pension Liability - ending	\$ <u>1,227,317</u>	\$ <u>1,091,728</u>	\$ <u>1,061,626</u>	\$ <u>1,059,068</u>
District's covered-employee payroll	\$ 23,743,213	\$ 11,875,317	\$ 11,798,967	\$ 11,109,850
Net Medical Benefit Pension Liability as a Percentage of Covered Payroll	5.17%	9.19%	9.00%	9.53%

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL

GENERAL FUND

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES				
Local revenue	\$ 6,735,000	\$ 6,735,000	\$ 204,835	\$ 6,939,835
Intermediate revenue	647,500	647,500	(10,445)	637,055
State revenue	16,899,589	16,899,589	423,669	17,323,258
Federal revenue	<u>10,000</u>	<u>10,000</u>	<u>(1,553)</u>	<u>8,447</u>
Total revenues	<u>24,292,089</u>	<u>24,292,089</u>	<u>616,506</u>	<u>24,908,595</u>
EXPENDITURES				
Current				
Instruction	15,151,413	14,851,413	(977,487)	13,873,926
Support services	9,937,476	9,437,476	(514,056)	8,923,420
Community services	10,700	10,700	(4,559)	6,141
Debt service	119,500	119,500	(2,639)	116,861
Contingency	<u>800,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>26,019,089</u>	<u>24,419,089</u>	<u>(1,498,741)</u>	<u>22,920,348</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,727,000)</u>	<u>(127,000)</u>	<u>2,115,247</u>	<u>1,988,247</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	200,000	200,000	(200,000)	-
Transfers out	<u>(28,000)</u>	<u>(1,628,000)</u>	<u>-</u>	<u>(1,628,000)</u>
Total other financing sources (uses)	<u>172,000</u>	<u>(1,428,000)</u>	<u>(200,000)</u>	<u>(1,628,000)</u>
Net change in fund balance	(1,555,000)	(1,555,000)	1,915,247	360,247
Fund balance - beginning	<u>2,055,000</u>	<u>2,055,000</u>	<u>1,225,659</u>	<u>3,280,659</u>
Fund balance - ending	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 3,140,906</u>	<u>\$ 3,640,906</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL

GRANTS AND STUDENT BODY FUND

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES				
Local revenue	\$ 764,630	\$ 764,630	\$ (618,515)	\$ 146,115
Intermediate revenue	470,000	470,000	(416,795)	53,205
State revenue	2,595,749	2,595,749	(895,925)	1,699,824
Federal revenue	<u>1,707,234</u>	<u>1,707,234</u>	<u>542,952</u>	<u>2,250,186</u>
Total revenues	<u>5,537,613</u>	<u>5,537,613</u>	<u>(1,388,283)</u>	<u>4,149,330</u>
EXPENDITURES				
Current				
Instruction	3,937,525	3,907,525	(2,154,597)	1,752,928
Support services	2,798,790	2,588,790	(544,761)	2,044,029
Community services	126,174	336,174	(38,937)	297,237
Contingency	<u>576,791</u>	<u>576,791</u>	<u>(576,791)</u>	<u>-</u>
Total expenditures	<u>7,439,280</u>	<u>7,409,280</u>	<u>(3,315,086)</u>	<u>4,094,194</u>
Excess (deficiency) of revenues over (under) expenditures	(1,901,667)	(1,871,667)	1,926,803	55,136
OTHER FINANCING SOURCES (USES)				
Sale of assets	-	-	265,364	265,364
Transfers in	-	-	200,000	200,000
Transfers out	<u>(265,000)</u>	<u>(295,000)</u>	<u>(67,508)</u>	<u>(227,492)</u>
Total other financing sources (uses)	<u>(265,000)</u>	<u>(295,000)</u>	<u>532,872</u>	<u>237,872</u>
Net change in fund balance	(2,166,667)	(2,166,667)	2,459,675	293,008
Fund balance - beginning, as restated	<u>2,166,667</u>	<u>2,166,667</u>	<u>(52,058)</u>	<u>2,114,609</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,407,617</u>	<u>\$ 2,407,617</u>

OTHER SUPPLEMENTARY INFORMATION

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
 BUDGET AND ACTUAL

FOOD SERVICE FUND

For the Year Ended June 30, 2021

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Local revenue	\$ 290,500	\$ (245,533)	\$ 44,967
Intermediate revenue	4,000	(4,000)	-
State revenue	20,000	7,729	27,729
Federal revenue	1,136,500	(9,673)	1,126,827
Total revenues	1,451,000	(251,477)	1,199,523
EXPENSES			
Enterprise and community services	1,426,000	(390,895)	1,035,105
Excess (deficiency) of revenues over (under) expenses	25,000	139,418	164,418
Fund balance (deficit) - beginning	(25,000)	(23,777)	(48,777)
Fund balance (deficit) - ending	\$ -	\$ 115,641	\$ 115,641

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
 BUDGET AND ACTUAL

TRUST AND AGENCY FUND

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES				
Local revenue	\$ -	\$ 30,000	\$ (24,322)	\$ 5,678
EXPENSES				
Current				
Support services	-	30,000	(29,903)	97
Excess (deficiency) of revenues over (under) expenses	-	-	5,581	5,581
Net position - beginning	-	-	13,946	13,946
Net position - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 19,527</u>	<u>\$ 19,527</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL

DEBT SERVICE FUND

For the Year Ended June 30, 2021

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Local revenue	\$ 3,290,913	\$ 151,668	\$ 3,442,581
EXPENDITURES			
Debt service	3,370,913	(8)	3,370,905
Contingency	1,200,000	(1,200,000)	-
Total expenditures	4,570,913	(1,200,008)	3,370,905
Excess (deficiency) of revenues over (under) expenditures	(1,280,000)	1,351,676	71,676
OTHER FINANCING SOURCES (USES)			
Transfers out	(200,000)	(200,000)	-
Net change in fund balance	(1,480,000)	1,551,676	71,676
Fund balance - beginning	1,480,000	212,543	1,692,543
Fund balance - ending	\$ -	\$ 1,764,219	\$ 1,764,219

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL

CAPITAL PROJECTS FUND

For the Year Ended June 30, 2021

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Local revenue	\$ 125,417	\$ 335,353	\$ 460,770
Intermediate revenue	-	128,000	128,000
	125,417	463,353	588,770
EXPENDITURES			
Current			
Support services	164,258	(164,258)	-
Facilities acquisition and construction	1,319,593	(1,042,708)	276,885
Debt service	74,612	(41,669)	32,943
Contingency	300,000	(300,000)	-
Total expenditures	1,858,463	(1,548,635)	309,828
Excess (deficiency) of revenues over (under) expenditures	(1,733,046)	2,011,988	278,942
OTHER FINANCING SOURCES (USES)			
Transfers in	293,000	1,362,492	1,655,492
Net change in fund balance	(1,440,046)	3,374,480	1,934,434
Fund balance - beginning	1,440,046	206,268	1,646,314
Fund balance - ending	\$ -	\$ 3,580,748	\$ 3,580,748

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
 BUDGET AND ACTUAL

INSURANCE FUND

For the Year Ended June 30, 2021

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Local revenue	\$ 13,000	\$ 43,021	\$ 56,021
EXPENSES			
Current			
Support services	93,000	(13,932)	79,068
Contingency	220,000	(220,000)	-
Total expenditures	313,000	(233,932)	79,068
Excess (deficiency) of revenues over (under) expenses	(300,000)	276,953	(23,047)
Net position - beginning	300,000	29,575	329,575
Net position - ending	\$ -	\$ 306,528	\$ 306,528

OTHER FINANCIAL SCHEDULES

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

REVENUE SUMMARY - ALL FUNDS

For the Year Ended June 30, 2021

Revenue from Local Sources	Fund 100	Fund 200	Fund 300	Fund 400	Fund 600	Fund 700
1110 Ad Valorem Taxes Levied by District	\$ 6,621,207.17	\$ -	\$ 1,590,057.12	\$ -	\$ -	\$ -
1130 Construction Excise Tax	-	-	-	290,895.97	-	-
1500 Earnings on Investments	129,949.15	-	6,657.42	17,935.59	-	-
1600 Food Service	-	2,786.60	-	-	-	-
1700 Extracurricular Activities	1,508.50	43,508.29	-	-	-	-
1920 Contributions and Donations from Private Sources	-	5,405.00	-	-	-	5,677.94
1940 Services Provided Other Local Education Agencies	-	27,500.00	-	-	-	-
1960 Recovery of Prior Years' Expenditures	-	819.42	-	-	-	-
1970 Services Provided to Other Funds	-	-	1,845,866.18	-	56,021.77	-
1980 Fees Charged to Grants	160,360.67	-	-	-	-	-
1990 Miscellaneous	26,785.05	111,045.53	-	151,938.43	-	-
Total Revenue from Local Sources	\$ 6,939,810.54	\$ 191,064.84	\$ 3,442,580.72	\$ 460,769.99	\$ 56,021.77	\$ 5,677.94
Revenue from Intermediate Sources	Fund 100	Fund 200	Fund 300	Fund 400	Fund 600	Fund 700
2101 County School Funds	\$ 17,026.84	\$ -	\$ -	\$ -	\$ -	\$ -
2102 ESD Apportionment	610,000.00	-	-	-	-	-
2199 Other Intermediate Sources	10,027.78	9,359.52	-	-	-	-
2200 Restricted Revenue	-	43,844.11	-	128,000.00	-	-
Total Revenue from Intermediate Sources	\$ 637,054.62	\$ 53,203.63	\$ -	\$ 128,000.00	\$ -	\$ -
Revenue from State Sources	Fund 100	Fund 200	Fund 300	Fund 400	Fund 600	Fund 700
3101 State School Fund - General Support	\$ 16,723,909.34	\$ -	\$ -	\$ -	\$ -	\$ -
3102 State School Fund - School Lunch Match	-	9,397.18	-	-	-	-
3103 Common School Fund	236,830.30	-	-	-	-	-
3104 State Managed County Timber	215,532.08	-	-	-	-	-
3107 State High Cost Disability Grant	146,986.98	-	-	-	-	-
3200 Restricted Grants-in-Aid Health Pathways	-	1,330,083.83	-	-	-	-
3299 Other Restricted Grants-in-Aid	-	388,071.86	-	-	-	-
Total Revenue from State Sources	\$ 17,323,258.70	\$ 1,727,552.87	\$ -	\$ -	\$ -	\$ -

(continued)

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

REVENUE SUMMARY - ALL FUNDS

For the Year Ended June 30, 2021

(continued)

Revenue from Federal Sources

4200 Unrestricted Revenue From the Federal Government
 4500 Restricted Revenue From the Federal Government Through the State
 4801 Federal Forest Fees
 4900 Revenue for/on Behalf of the District

	Fund 100	Fund 200	Fund 300	Fund 400	Fund 600	Fund 700
\$ -	\$ 5,001.40	\$ -	\$ -	\$ -	\$ -	\$ -
-	3,269,082.66	-	-	-	-	-
8,447.31	-	-	-	-	-	-
-	102,930.27	-	-	-	-	-
Total Revenue from Federal Sources	\$ 8,447.31	\$ 3,377,014.33	\$ -	\$ -	\$ -	\$ -

Revenue from Other Sources

5200 Interfund Transfers
 5300 Sale of assets
 5400 Resources - Beginning Fund Balance

	Fund 100	Fund 200	Fund 300	Fund 400	Fund 600	Fund 700
\$ -	\$ 200,000.00	\$ -	\$ 1,655,491.60	\$ -	\$ -	\$ -
-	265,364.00	-	-	-	-	-
3,280,661.95	2,065,830.53	1,692,542.65	1,646,314.67	329,574.19	13,946.25	
Total Revenue from Other Sources	\$ 3,280,661.95	\$ 2,531,194.53	\$ 1,692,542.65	\$ 3,301,806.27	\$ 329,574.19	\$ 13,946.25

Grand Totals

\$ 28,189,233.12	\$ 7,880,030.20	\$ 5,135,123.37	\$ 3,890,576.26	\$ 385,595.96	\$ 19,624.19
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NORTH SANTIAM SCHOOL DISTRICT NO. 29J

Stayton, Oregon

EXPENDITURE SUMMARY - GENERAL FUND

For the Year Ended June 30, 2021

Instruction Expenditures

	Totals	Object 100	Object 200
1111 Elementary, K-5 or K-6	\$ 4,335,196.45	\$ 2,592,581.78	\$ 1,666,223.78
1120 Tutors AVID	77.88	-	-
1121 Middle/Junior High Programs	2,449,570.88	1,437,287.07	973,492.70
1122 Middle/Junior High School Extracurricular	39,407.26	13,291.10	4,262.74
1127 After School Programs	90.00	-	-
1131 High School Programs	3,008,888.89	1,744,833.82	1,197,147.13
1132 High School Extracurricular	513,546.89	328,774.30	121,578.04
1150 Distance Learning Programs	14,906.49	1,665.08	813.68
1220 Restrictive Programs for Students with Disabilities	1,623,977.92	822,313.73	706,795.45
1250 Less Restrictive Programs for Students with Disabilities	655,574.75	382,299.91	267,058.75
1271 Remediation	242,207.93	119,260.82	122,829.76
1280 Alternative Education	455,084.53	199,829.96	143,542.44
1291 English Language Learner - ORS 336.079	535,379.42	297,650.56	226,597.67
Total Instruction Expenditures	\$ 13,873,909.29	\$ 7,939,788.13	\$ 5,430,342.14

Support Services Expenditures

	Totals	Object 100	Object 200
2110 Attendance and Social Work Services	\$ 61,693.72	\$ 29,626.55	\$ 32,067.17
2113 Social Work Services	29,016.03	20,833.21	7,948.06
2115 Student Safety	11,611.63	-	-
2120 Guidance Services	234,057.91	157,406.91	73,826.09
2134 Nurse Services	188,910.94	125,621.67	57,742.22
2143 Behaviour Support Services	78,504.82	52,635.32	23,170.63
2152 Speech Pathology and Audiology Services	109,078.99	67,023.19	42,055.80
2160 Other Student Treatment Services	87,131.37	54,459.04	32,672.33
2190 Service Direction, Student Support Services	389,538.56	226,335.67	158,182.88
2210 Improvement of Instruction Services	118,031.05	80,771.26	37,259.79
2213 Curriculum Development	50,662.89	-	-
2220 Educational Media Services	272,494.57	137,555.66	113,923.40
2230 Assessment & Testing	113,661.71	64,107.90	49,553.81
2240 Instructional Staff Development	11,698.69	2,039.58	1,601.61
2310 Board of Education Services	51,622.86	-	-
2320 Executive Administration Services	368,086.91	225,345.78	110,221.81
2410 Office of the Principal Services	1,743,774.94	1,031,160.68	662,219.41
2510 Direction of Business Support Services	173,625.12	107,423.85	65,384.40
2520 Fiscal Services	253,615.65	129,845.21	81,873.05
2528 Insurance Risk Management	214,066.00	-	-
2540 Operation and Maintenance of Plant Services	2,764,259.61	677,208.14	512,768.39
2550 Student Transportation Services	616,909.96	-	-
2620 Grant Writing	11,250.00	-	-
2630 Information Services	67,189.27	36,050.79	30,896.23
2640 Staff Services	342,545.25	173,675.59	146,709.42
2660 Technology Services	554,774.22	135,622.27	97,195.43
2700 Supplemental Retirement Programs	5,600.00	-	5,600.00
Total Support Services Expenditures	\$ 8,923,412.67	\$ 3,534,748.27	\$ 2,342,871.93

Enterprise and Community Services Expenditures

	Totals	Object 100	Object 200
3300 Community Services	\$ 5,928.44	\$ -	\$ -
3500 Daycare Services	\$ 212.84	\$ 13.71	\$ 1.26
Total Enterprise and Community Services Expenditures	\$ 6,141.28	\$ 13.71	\$ 1.26

Other Uses Expenditures

	Totals	Object 100	Object 200
5100 Debt Service	\$ 116,860.95	\$ -	\$ -
5200 Transfers of Funds	1,628,000.00	-	-
Total Other Uses Expenditures	\$ 1,744,860.95	\$ -	\$ -

Grand Total

Grand Total	\$ 24,548,324.19	\$ 11,474,550.11	\$ 7,773,215.33
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Object 300	Object 400	Object 500	Object 600	Object 700
\$ 57,140.54	\$ 19,250.35	\$ -	\$ -	\$ -
-	77.88	-	-	-
30,011.30	8,779.81	-	-	-
1,120.00	20,733.42	-	-	-
90.00	-	-	-	-
44,583.47	22,184.47	-	140.00	-
44,932.56	12,510.22	-	5,751.77	-
-	12,427.73	-	-	-
26,675.02	68,193.72	-	-	-
4,886.13	1,329.96	-	-	-
117.35	-	-	-	-
111,373.07	339.06	-	-	-
11,131.19	-	-	-	-
\$ 332,060.63	\$ 165,826.62	\$ -	\$ 5,891.77	\$ -

Object 300	Object 400	Object 500	Object 600	Object 700
\$ -	\$ -	\$ -	\$ -	\$ -
234.76	-	-	-	-
11,486.63	-	-	125.00	-
300.00	2,524.91	-	-	-
823.06	4,294.99	-	429.00	-
2,698.87	-	-	-	-
-	-	-	-	-
-	-	-	-	-
788.26	4,231.75	-	-	-
-	-	-	-	-
-	50,662.89	-	-	-
325.50	20,690.01	-	-	-
-	-	-	-	-
7,951.42	106.08	-	-	-
34,090.23	7,423.63	-	10,109.00	-
29,783.37	1,896.07	-	839.88	-
44,885.79	4,309.06	-	1,200.00	-
569.88	147.99	-	99.00	-
14,182.67	20,301.91	-	7,412.81	-
-	-	-	214,066.00	-
838,965.42	74,253.53	653,867.96	7,196.17	-
616,909.96	-	-	-	-
11,250.00	-	-	-	-
242.25	-	-	-	-
11,304.05	2,464.19	-	8,392.00	-
90,537.82	231,418.70	-	-	-
-	-	-	-	-
\$ 1,717,329.94	\$ 424,725.71	\$ 653,867.96	\$ 249,868.86	\$ -

Object 300	Object 400	Object 500	Object 600	Object 700
\$ 4,750.00	\$ 1,178.44	\$ -	\$ -	\$ -
\$ -	\$ 197.87	\$ -	\$ -	\$ -
\$ 4,750.00	\$ 1,376.31	\$ -	\$ -	\$ -

Object 300	Object 400	Object 500	Object 600	Object 700
\$ -	\$ -	\$ -	\$ 116,860.95	\$ -
-	-	-	-	1,628,000.00
\$ -	\$ -	\$ -	\$ 116,860.95	\$ 1,628,000.00
\$ 2,054,140.57	\$ 591,928.64	\$ 653,867.96	\$ 372,621.58	\$ 1,628,000.00

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

EXPENDITURE SUMMARY - SPECIAL REVENUE FUNDS

For the Year Ended June 30, 2021

Instruction Expenditures	Totals	Object 100	Object 200
1111 Elementary, K-5 or K-6	\$ 14,004.19	\$ -	\$ -
1113 Elementary Extracurricular	(65.12)	-	-
1120 AVID tutors	7,116.89	1,710.88	155.08
1121 Middle/Junior High Programs	36,214.67	-	-
1122 Middle/Junior High School Extracurricular	274.71	-	-
1127 After School Programs	-	-	-
1131 High School Programs	51,809.04	-	-
1132 High School Extracurricular	61,303.83	-	-
1140 Pre-kindergarten Programs	108,845.69	57,212.79	34,946.38
1220 Restrictive Programs for Students with Disabilities	2,962.08	-	-
1250 Less Restrictive Programs for Students with Disabilities	34,050.51	20,565.54	13,484.97
1271 Remediation	59,038.59	37,709.01	21,329.58
1272 Title I	366,313.80	201,882.91	164,322.39
1280 Alternative Education	765,472.28	256,728.73	129,251.47
1291 English Language Learner - ORS 336.079	4,861.79	3,463.74	1,398.05
1400 Summer School Programs	341,972.17	47,719.83	28,842.52
Total Instruction Expenditures	\$ 1,854,175.12	\$ 626,993.43	\$ 393,730.44
Support Services Expenditures	Totals	Object 100	Object 200
2110 Attendance and Social Work Services	\$ 27,840.00	\$ -	\$ -
2120 Guidance Services	220,553.57	112,925.28	90,828.29
2190 Service Direction, Student Support Services	15,899.31	9,928.81	5,970.50
2210 Improvement of Instruction Services	297,466.85	7,929.92	3,623.10
2220 Educational Media Services	216,423.28	-	-
2240 Instructional Staff Development	93,439.03	35,235.92	20,969.75
2410 Office of the Principal Services	32,509.31	-	-
2540 Operation and Maintenance of Plant Services	447,676.20	-	-
2660 Technology Services	692,217.11	-	-
Total Support Services Expenditures	\$ 2,044,024.66	\$ 166,019.93	\$ 121,391.64
Enterprise and Community Services Expenditures	Totals	Object 100	Object 200
3100 Food Services	\$ 1,035,105.65	\$ 332,283.44	\$ 283,591.09
3300 Community Services	48,465.55	26,823.27	18,563.06
3500 Daycare Services	248,760.09	129,287.42	112,956.88
Total Enterprise and Community Services Expenditures	\$ 1,332,331.29	\$ 488,394.13	\$ 415,111.03
Other Uses Expenditures	Totals	Object 100	Object 200
5200 Transfers of Funds	\$ 227,491.60	\$ -	\$ -
Total Facilities Acquisition and Construction	\$ 227,491.60	\$ -	\$ -
Grand Total	\$ 5,458,022.67	\$ 1,281,407.49	\$ 930,233.11

Object 300	Object 400	Object 500	Object 600	Object 700
\$ 3,125.00	\$ 10,879.19	\$ -	\$ -	\$ -
-	(65.12)	-	-	-
-	5,250.93	-	-	-
29,761.60	6,453.07	-	-	-
-	274.71	-	-	-
-	-	-	-	-
5,851.80	45,957.24	-	-	-
-	61,303.83	-	-	-
4,513.25	12,173.27	-	-	-
1,237.00	1,725.08	-	-	-
-	-	-	-	-
-	-	-	-	-
108.50	-	-	-	-
181,218.47	95,813.88	54,235.40	48,224.33	-
-	-	-	-	-
5,895.00	254,016.82	-	5,498.00	-
\$ 231,710.62	\$ 493,782.90	\$ 54,235.40	\$ 53,722.33	\$ -

Object 300	Object 400	Object 500	Object 600	Object 700
\$ -	\$ -	\$ -	\$ 27,840.00	\$ -
16,800.00	-	-	-	-
-	-	-	-	-
37,585.67	188,956.41	35,000.00	24,371.75	-
88,430.91	59,217.08	-	68,775.29	-
19,331.80	11,262.12	-	6,639.44	-
19,722.00	12,787.31	-	-	-
50,914.57	355,869.73	40,891.90	-	-
-	692,217.11	-	-	-
\$ 232,784.95	\$ 1,320,309.76	\$ 75,891.90	\$ 127,626.48	\$ -

Object 300	Object 400	Object 500	Object 600	Object 700
\$ 24,505.07	\$ 366,809.45	\$ 19,960.60	\$ 7,956.00	\$ -
1,638.56	1,440.66	-	-	-
279.00	6,236.79	-	-	-
\$ 26,422.63	\$ 374,486.90	\$ 19,960.60	\$ 7,956.00	\$ -

Object 300	Object 400	Object 500	Object 600	Object 700
\$ -	\$ -	\$ -	\$ -	\$ 227,491.60
\$ -	\$ -	\$ -	\$ -	\$ 227,491.60
\$ 490,918.20	\$ 2,188,579.56	\$ 150,087.90	\$ 189,304.81	\$ 227,491.60

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

EXPENDITURE SUMMARY - DEBT SERVICE FUND

For the Year Ended June 30, 2021

Other Uses Expenditures		Totals	Object 600
5100 Debt Service		\$ 3,370,904.24	\$ 3,370,904.24
	Total Other Uses Expenditures	\$ 3,370,904.24	\$ 3,370,904.24
Grand Total		\$ 3,370,904.24	\$ 3,370,904.24

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

EXPENDITURE SUMMARY - CAPITAL PROJECTS FUNDS

For the Year Ended June 30, 2021

Facilities Acquisition and Construction Expenditures		Totals	Object 400	Object 500	Object 600
4150 Building Acquisition, Construction, and Improvement Services		\$ 276,884.71	\$ 5,323.01	\$ 271,081.79	\$ 479.91
Total Facilities Acquisition and Construction Expenditures		\$ 276,884.71	\$ 5,323.01	\$ 271,081.79	\$ 479.91
Other Uses Expenditures		Totals	Object 400	Object 500	Object 600
5110 Debt Service		\$ 32,943.31	\$ -	\$ -	\$ 32,943.31
Total Other Uses Expenditures		\$ 32,943.31	\$ -	\$ -	\$ 32,943.31
Grand Total		\$ 309,828.02	\$ 5,323.01	\$ 271,081.79	\$ 33,423.22

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

EXPENDITURE SUMMARY - INTERNAL SERVICE FUND

For the Year Ended June 30, 2021

Support Services Expenditures		Totals	Object 200
2520 Fiscal Services		\$ 79,068.42	\$ 79,068.42
	Total Support Services Expenditures	\$ 79,068.42	\$ 79,068.42
Grand Total		\$ 79,068.42	\$ 79,068.42

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

EXPENDITURE SUMMARY - TRUST AND AGENCY FUND

For the Year Ended June 30, 2021

Support Services Expenditures		Totals	Object 400
2520 Fiscal Services		\$ 97.31	\$ 97.31
	Total Support Services Expenditures	\$ 97.31	\$ 97.31
Grand Total		\$ 97.31	\$ 97.31

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF FUTURE REQUIREMENTS FOR THE RETIREMENT OF
DEBT OUTSTANDING

For the Year Ended June 30, 2021

Fiscal Year	TOTAL ALL REQUIREMENTS			GENERAL OBLIGATION BONDS 2013 Issue		
	Total	Principal	Interest	Total	Principal	Interest
2022	\$ 4,412,828	\$ 2,277,374	\$ 2,135,454	\$ 1,676,788	\$ 955,000	\$ 721,788
2023	3,744,082	1,562,785	2,181,297	1,723,588	1,040,000	683,588
2024	3,801,183	2,685,992	1,115,191	1,761,988	1,120,000	641,988
2025	3,945,830	2,962,139	983,691	1,807,188	1,210,000	597,188
2026	4,090,300	3,253,317	836,983	1,853,788	1,305,000	548,788
2027	4,239,898	3,564,531	675,367	1,901,588	1,405,000	496,588
2028	3,018,479	2,520,691	497,788	1,945,388	1,505,000	440,388
2029	1,996,125	1,615,000	381,125	1,996,125	1,615,000	381,125
2030	2,046,525	1,730,000	316,525	2,046,525	1,730,000	316,525
2031	2,097,325	1,850,000	247,325	2,097,325	1,850,000	247,325
2032	2,148,875	1,970,000	178,875	2,148,875	1,970,000	178,875
2033	<u>2,205,000</u>	<u>2,100,000</u>	<u>105,000</u>	<u>2,205,000</u>	<u>2,100,000</u>	<u>105,000</u>
TOTALS	<u>\$ 37,746,450</u>	<u>\$ 28,091,829</u>	<u>\$ 9,654,621</u>	<u>\$ 23,164,166</u>	<u>\$ 17,805,000</u>	<u>\$ 5,359,166</u>

(Continued)

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF FUTURE REQUIREMENTS FOR THE RETIREMENT OF
DEBT OUTSTANDING

For the Year Ended June 30, 2021

(Continued)

Fiscal Year	LIMITED TAX PENSION BONDS 2003 Issue			QUALIFIED SCHOOL CONSTRUCTION BONDS 2005		
	Total	Principal	Interest	Total	Principal	Interest
2022	\$ 1,818,100	\$ 413,586	\$ 1,404,514	\$ 800,000	\$ 800,000	\$ -
2023	1,903,100	412,534	1,490,566	-	-	-
2024	1,993,100	1,525,000	468,100	-	-	-
2025	2,092,548	1,710,000	382,548	-	-	-
2026	2,190,420	1,905,000	285,420	-	-	-
2027	2,292,216	2,115,000	177,216	-	-	-
2028	1,062,080	1,004,996	57,084	-	-	-
TOTALS	<u>\$ 13,351,564</u>	<u>\$ 9,086,116</u>	<u>\$ 4,265,448</u>	<u>\$ 800,000</u>	<u>\$ 800,000</u>	<u>\$ -</u>

(Continued)

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF FUTURE REQUIREMENTS FOR THE RETIREMENT OF
DEBT OUTSTANDING

For the Year Ended June 30, 2021

(Continued)

Fiscal Year	QUALIFIED SCHOOL CONSTRUCTION BONDS 2007			FULL FAITH AND CREDIT LOAN, SERIES 2017		
	Total	Principal	Interest	Total	Principal	Interest
2022	\$ 71,848	\$ 70,000	\$ 1,848	\$ 46,092	\$ 38,788	\$ 7,304
2023	71,300	70,376	924	46,094	39,875	6,219
2024	-	-	-	46,095	40,992	5,103
2025	-	-	-	46,094	42,139	3,955
2026	-	-	-	46,092	43,317	2,775
2027	-	-	-	46,094	44,531	1,563
2028	-	-	-	11,011	10,695	316
TOTALS	<u>\$ 143,148</u>	<u>\$ 140,376</u>	<u>\$ 2,772</u>	<u>\$ 287,572</u>	<u>\$ 260,337</u>	<u>\$ 27,235</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF CONTINUING DISCLOSURE REQUIREMENTS
GENERAL OBLIGATION REFUNDING BONDS

June 30, 2021

1. PROPERTY VALUATION	Marion County	Linn County	Total
Real Market Value	\$2,297,731,433	\$615,765,466	\$2,913,496,899
Taxable Assessed Value	\$1,884,597,101	\$332,772,926	\$2,217,370,027

2. PROPERTY TAXES

A. Representative Levy Rate

(per \$1,000 of Assessed Value)

	Billing Rate	Bond Levy Rate	Local Option Rate	Consolidated Rate
Marion County	\$4.3973	\$1.1754	\$0.0000	\$5.5727
Linn County	4.3973	1.1474	0.0000	5.5447

B. Tax Collections

	General	Debt Service	Total
Property Taxes Levied	\$6,870,112.11	\$1,624,204.71	\$8,494,316.82
Property Taxes Collected	\$6,706,017.65	\$1,586,536.12	\$8,292,553.77

3. GENERAL OBLIGATION BONDS

A. Outstanding Long-Term Debt (See pages 36 through 38.)

B. Outstanding General Obligation Bonds See page 73 for detail.)

General Obligation Bonds	Date of Issue	Date of Maturity	Amount Issued	Amount Outstanding as of June 30, 2021
GO Bonds, Series 2013	2/6/2013	6/15/2033	22,850,000	17,805,000
Total General Obligation Bonds				\$17,805,000

4. AVERAGE DAILY MEMBERSHIP (Weighted)

Extended ADMw:	2020	2021
Current Fiscal Year Estimated ADMw	2,674.67	2,497.00
Prior Fiscal Year Estimated ADMw	2,672.64	2,462.47
Extended ADMw (greater of Current or Prior Year)	2,674.67	2,497.00

5. FINANCIAL FACTORS

- (1) Statement of Net Assets See page 12.
- (2) Statement of Revenues, Expenditures and Changes in Net Assets See page 13.
- (3) General Fund Balance Sheet See page 14.
- (4) General Fund Statement of Revenues, Expenditures and Changes in Fund Balance See page 16.
- (5) Net unfunded pension UAL See page 12.
- (6) Pension Contribution Rates

	Tier 1/Tier 2	OPSRP General	OPSRP Police and Fire Payroll
	Payroll	Payroll	
	9.11%	6.00%	12.75%
- (7) Annual Required Contribution See page 58.
- (8) Net OPEB Obligation See page 12.
- (9) Actuarial Accrued Liability See pages 54 and 55.
- (10) Early Retirement Liability N/A

**AUDIT COMMENTS AND DISCLOSURES REQUIRED BY
STATE REGULATIONS**



**INDEPENDENT AUDITOR'S REPORT
REQUIRED BY OREGON STATE REGULATIONS**

Board of Directors
North Santiam School District No. 29J
Stayton, Oregon 97355

We have audited the basic financial statements of North Santiam School District No. 29J as of and for the year ended June 30, 2021 and have issued our report thereon dated December 10, 2021. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards.

Compliance

As part of obtaining reasonable assurance about whether North Santiam School District No. 29J's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes, as specified in Oregon Administrative Rules 162-010-0000 through 162-010-0320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures, which included, but were not limited to, the following:

Deposit of public funds with financial institutions (ORS Chapter 295)

Indebtedness limitations, restrictions, and repayment

Budgets legally required (ORS Chapter 294)

Insurance and fidelity bonds in force or required by law

Programs funded from outside sources

Student Success Act's Student Investment Account (SIA) Funding

Authorized investment of surplus funds (ORS Chapter 294)

Public contracts and purchasing (ORS Chapters 279A, 279B, 279C)

State school fund factors and calculation

In connection with our testing, nothing came to our attention that caused us to believe the District was not in substantial compliance with certain provisions of laws, contracts, and grants, including the provisions of Oregon Revised Statutes, as specified in Oregon Administrative Rules 162-010-0000 through 162-010-0320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-010-0230 Internal Control

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements, but not for the purpose of expressing an opinion on the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses, as defined above. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

This report is intended solely for the information and use of the board of directors and management of North Santiam School District No. 29J and the Oregon Secretary of State, and is not intended to be, and should not be used by anyone other than these parties.

A handwritten signature in blue ink that reads "Accuity, LLC". The signature is written in a cursive, flowing style.

Accuity, LLC
December 10, 2021

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SUPPLEMENTAL INFORMATION REQUIRED BY OREGON DEPARTMENT OF EDUCATION

For the Year Ended June 30, 2021

Part A is needed for computing Oregon’s full allocation for ESEA, Title I, and other Federal Funds for Education.

- A. **Energy Bill for Heating – All Funds:**
 Please enter your expenditures for electricity and heating fuel for these Functions and Objects.

	Objects 325 and 326
Function 2540	\$ 318,431.56
Function 2550	\$ -

- B. **Replacement of Equipment – General Fund:**
 Include all General Fund expenditures in object 542, except for the following exclusions:

\$ -

Exclude these functions:

1113, 1122, and 1132 Co-curricular Activities
 1140 Pre-Kindergarten
 1300 Continuing Education
 1400 Summer School

Exclude these functions:

4150 Construction
 2550 Pupil Transportation
 3100 Food Service
 3300 Community Services

SINGLE AUDIT SECTION

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended June 30, 2021

Federal Grantor, Pass through Grantor, Program Title	Pass-Through Grantor Number	CFDA	Expenditures
<u>U.S. Department of Education</u>			
Passed through Oregon State Department of Education			
Title I Grants to Local Educational Agencies* Special Education Cluster	2143	84.010	\$ 424,024
IDEA Special Education Grants To States	2143	84.027	<u>126,096</u>
English Language Acquisition Grants	2143	84.365	16,290
Title IIA Improving Teaching Quality State Grants	2143	84.367	85,264
Student Support and Academic Enrichment	2143	84.424	28,874
COVID-19 - Elementary & Secondary Schools Emergency Relief Fu	2143	84.425	<u>1,564,638</u>
Total Passed through Oregon State Department of Education			<u>2,245,186</u>
Total U.S. Department of Education			<u>2,245,186</u>
<u>U.S. Department of Agriculture</u>			
Passed through Oregon State Department of Education			
Child Nutrition Cluster			
Food Distribution/USDA Commodities	2143	10.555	102,584
Summer Food Service Program	2143	10.559	1,023,896
Summer Food Service Program - Commodities	2143	10.559	<u>346</u>
Total Child Nutrition Cluster			<u>1,126,826</u>
Total Passed through Oregon Department of Education			<u>1,126,826</u>
Passed through Linn County			
Schools and Roads - Grants to States		10.665	<u>8,447</u>
Total U.S. Department of Agriculture			<u>1,135,273</u>
Total federal expenditures			<u>\$ 3,380,459</u>

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended June 30, 2021

I. PURPOSE OF SCHEDULE

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of North Santiam School District No. 29J's under programs of the federal government for the year ended June 30, 2021. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the activities of the District, it is not intended to and does not present the financial position, changes in net position, nor the operating funds' revenue and expenses.

II. SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The District has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

B. Federal Financial Assistance

Pursuant to the Uniform Guidance, federal financial assistance is defined as assistance provided by a federal agency, either directly or indirectly, in the form of grants, contracts, cooperative agreements, loans, loan guarantees, property, interest subsidies, insurance, or direct appropriations. Accordingly, non-monetary federal assistance, including federal surplus property, is included in federal financial assistance and, therefore, is reported on the schedule of expenditures of federal awards, if applicable. Federal financial assistance does not include direct federal cash assistance to individuals. Solicited contracts between the state and federal government for which the federal government procures tangible goods or services are not considered to be federal financial assistance.

C. Major Programs

The Uniform Guidance establishes criteria to be used in defining major federal financial assistance programs. Major programs for the District are those programs selected for testing by the auditor using a risk assessment model, as well as certain minimum expenditure requirements, as outlined in the Uniform Guidance.

D. Reporting Entity

The reporting entity is fully described in the notes to the District's basic financial statements. Additionally, the schedule of expenditures of federal awards includes all federal programs administered by the District for the year ended June 30, 2021.

E. Revenue and Expenditure Recognition

The receipt and expenditure of federal awards are accounted for under the modified accrual basis of accounting.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
North Santiam School District No. 29J
Stayton, Oregon 97383

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of North Santiam School District No. 29J as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise North Santiam School District's basic financial statements and have issued our report thereon dated December 10, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting (internal control) in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses or significant deficiencies. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether North Santiam School District No. 29J's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts.

However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Accuity, LLC". The signature is written in a cursive style with a large, stylized "A" and "C".

Accuity, LLC
Albany, Oregon
December 10, 2021



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors
North Santiam School District No. 29J
Stayton, Oregon 97383

Report on Compliance for Each Major Federal Program

We have audited North Santiam School District No. 29J compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2021. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the *United States*; and the audit requirements of *Title 2 U.S Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Those standards and Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, North Santiam School District No. 29J complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control Over Compliance

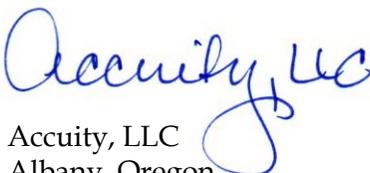
Management of North Santiam School District No. 29J is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis.

A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies. However, material weaknesses may exist that have not been identified.

This purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Accuity, LLC
Albany, Oregon
December 10, 2021

NORTH SANTIAM SCHOOL DISTRICT NO. 29J
Stayton, Oregon

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended June 30, 2021

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's opinion issued:	Unmodified
Internal control over financial reporting:	
• Material weaknesses identified?	No
• Significant deficiencies identified not considered to be material weaknesses?	No
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs:	
• Material weaknesses identified?	No
• Significant deficiencies identified not considered to be material weaknesses?	No
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2CFR 200.516(a)?	No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.425	Elementary and Secondary Schools Emergency Relief Fund
10.665	Schools and Roads Grants to States

Dollar threshold used to distinguish between Type A and type B programs:	\$750,000
Auditee qualified as low-risk auditee?	Yes



North Santiam School District

2020-21

EXIT INTERVIEW DATA

Summary of Staff Interviewed:

Of the employees who left the District from September, 2020 through August, 2021, 21 were certified, 11 were classified and 3 were administrative, confidential and/or non-represented employees. This number does not include those who were on temporary assignment or those who transferred to other positions.

Summary of Reasons for Leaving:

Reason Given	Certified and other	Classified
Retirement	5	1
Better Pay	1	3
Closer to home	2	
Family	5	
Health/COVID	2	2
Mutual agreement/termination*		2
Pressure to improve	2	1
Other – Different setting/position	4	1
Left the area	3	1

Positive Trends:

- Loved the KIDS!
- Vast majority felt working conditions are positive/good.
- Vast majority felt supported by other staff.
- Nearly all felt they were heard by their direct supervisor.
- All felt as if they were able to make good use of their skills and abilities.
- Supportive supervisors who don't micro-manage.
- 1:1 technology is a plus.
- Classified being included in PD is greatly appreciated!

Suggestions for Improvement:

- Make sure new staff have a "go to" person.
- Keep up with curriculum needs.
- Make sure there is safety in disagreement.
- Training for those who work with students with disabilities.
- Need counselors for younger students.

*Not interviewed

Key Questions:

What is your reason for leaving?

Did the job give you an opportunity to make use of your skills/abilities?

Did you receive feedback about your performance? Was it helpful?

Did you feel free to bring problems to your supervisor? Did s/he listen to your concerns?

How do you feel about the working conditions?

Do you feel your work was appreciated?

How should we change the way we do things?

**Special Education Report
2021-22
Jeri Harbison, Director**

Total Special Education Enrollment: December 1 - 353

This is a decrease of 10 from last year.

	# of student move out	# of students graduating
2020-2021	54	29
2021-2022	35	41 -12th graders

- Mari-Linn LRC- 15
- Sublimity LRC- 16
- SIS LRC- 19
- SMS LRC- 48
- SES LRC- 11
- Speech Only- 66
- SHS LRC- 83
- SES Life Skills/Structured Learning- 20
- Sublimity Life Skills- 12
- SMS-Structured Learning- 14
- SHS Life Skills/Transitions- 17
- SHS Behavior- 23
- Private Schools- 8

Student Numbers by Disability

- SLD - 129
- OHI - 69
- Comm - 66
- Autism - 26
- ED - 29
- Intell - 20
- Hearing - 2
- TBI - 1
- Vision - 1
- DD - 6
- Ortho - 3

2020-21 Students with Disabilities

District	Mari-Linn	Stayton High	SIS/SMS	SES	Sublimity	Options	Private School
353	23	113	86	63	40	14	14

Special Education Staff and Changes

We have several new faces in our department this year. The high school has a new life skills and transitions teacher, Taylor Rash. Ashley Nightingale joins our LRC team at the high school. Olempiada Anfilofeiff has moved into a teaching position at Stayton Middle school in the LRC room. Our behavior team includes two new staff members, Lillian Harrison at SMS and Lena Alpough at SES. We currently have 2 open SPA II positions open at the high school and possibly another one to come.

COVID Impact on Our Students with Disabilities

Like all of our students Our students with disabilities have been impacted by COVID in many ways. Distance learning from last year has had a lasting impact on our students with disabilities. Not all of this impact was negative. Some students improved many skills in the area of technology. Below is a list of COVID impact from last year and current impact.

Current Impact of COVID in our District	Impact of COVID when in CDL
Special Education teaching staff used to cover general education classrooms-sometimes we can cover groups with classified but that is not always the case.	Students with LRC Academic Support struggled to access the same level of support they get with in-person learning experiences. Staff was less able to observe and identify students in need, read student body language and responses to instruction, and assist with pre-teaching and re-teaching of academic concepts.
Student lack of attendance due to illness and quarantine	Students who struggled to ask for help from peers or staff were even less likely to do so in CDL, meaning their access to real-time help and redirects were substantially lower.
Increase of parent questions and concerns regarding mask requirements and sensory issues	Students improved their technology skills, particularly in navigating Google Docs, Google Slides, Canvas, and Google Classroom, plus applications and extensions used for instruction.
Shortages of classified staff to assist some of our most impacted students and programs.	Students struggled with all sorts of functional supports we provide overtly and subtly at school from being on time and awake in class to the organization of class materials to minimizing

	distractions.
Delays in testing and observations needed for eligibility and IEP updates.	Some students felt more comfortable participating in class using the chat functions of Zoom and Google Meets and therefore increased their participation in class discussion.
Students struggled to manage the transition back to in-person learning environments; school-wide difficulties with self-management / emotional regulation, organization, punctuality, motivation, work ethic, academic skills level, and focus and this was perhaps slightly more pronounced in our students with IEPs, especially those with emotional / regulation needs.	Loss of skills and anxiety during CDL
Students feeling behind anxious over the possibility of going back into CDL where they were not successful.	

WESD Speech and Language Support

As of January 3rd, our Speech and Language pathologist that we receive from WESD and serves students at Mari-Linn, Sublimity and Stayton Middle/Intermediate had been gone on Family Medical leave. Thanks to Katie Grossen, NSSD Speech pathologist, we were able to make some changes and get a substitute from the WESD to provide services to our students. We do have about a week of compensatory services that we will look to make up.

Abbreviated School Day-

Abbreviated days are determined by an IEP team based on the individual needs of the student. Some students fatigue easily and may only be able to attend for a short amount of time. Some students due to their disability may require an adjustment to their schedule to optimize learning times. These decisions are not taken lightly and are made by the team. All decisions are followed with signed notification by the parent.

SES-LSP/SLP	SMS-SLP
4	1

Intermediate Goal: Inclusion Model SHS-Update

Through increasing the awareness and knowledge of all staff at SHS in the benefits of including students with disabilities in the general education classroom within a co-teaching model, we will develop a clear implementation plan that will include early adopters in the 2022-2023 master plan, prior to the end of the 2021-2022 school year to move SHS to a model of full inclusion that includes 75% of their students with disabilities within the next 5 years.

- SHS staff survey completed December 17, 2021
- We will analyze results during our certified inservice training on Feb 4, 2022
- I will share more information about inclusion and best practices with our SpEd team during our certified inservice time.



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 Minutes-DRAFT

Tuesday, December 7, 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 6:03 pm with all board members present. Both student representatives had scheduling conflicts and were absent with prior notice.

2. **APPROVAL OF THE AGENDA**

Any changes to the agenda after posting on December 1, 2021 were acknowledged:
Added Attachments-

- Board Policies BBAA, BBF, BCB, BDDH, BG and KL (for reference only)

MOTION-AGENDA

Motion that the Board approves the meeting agenda as modified.

Motion Made By: Mike Wagner

Vote: 7-0

3. **OSBA BOARD/SUPT. ROLES & RESPONSIBILITIES WORKSHOP**

Janet Avila-Medina joined the meeting virtually to facilitate a workshop that helps attendees learn about school boards' governance roles and their relationship with their superintendent. She presented an overview and answered questions on the topics listed below. Her presentation has been added to the meeting materials which is available online at the meeting link- [Dec. 7, 2021](#).

1. **Public Meetings Law**
2. **Board Work & Service**
3. **Research & Findings–High vs. Low Performing Boards**
4. **Governance vs. Management**
5. **Balanced Governance Concept**
6. **Policies, Systems, Scenarios, and Best Practices**

During this agenda item, the following NSSD policies were referenced:

- *BBA: Individual Board Member’s Authority and Responsibilities*
- *BBF: Board Member Standards of Conduct*
- *BCB: Board Officers*
- *BDDH: Public Comment at Board Meetings*
- *BG: Board-Staff Communications*
- *KL: Public Complaints*

7. **Communication Protocols & Best Practices**

8. **OSBA Resources**

Janet asked the Board what they see as their next steps and what other topics they may like to learn about it. Board members identified the following topics:

- **Public Complaints-**
 - Supt. Gardner reviewed two examples of complaints the District has received and how they were handled.
 - The importance of following the proper protocol was reiterated by all, which is centered on addressing complaints at the “lowest level”. The NSSD Board will be the final step in the complaint process (unless forwarded to ODE) and so it is critical for all board members to remain unbiased and refrain, as much as possible, from hearing details of the situation until it has gone through all the proper channels. Failure to do so may require that one or more board members recuse themselves from a final vote on the complaint at a future board meeting.
- **Community Engagement-**
 - Board members agreed they would like to schedule another workshop with Janet on the topic. The Community Engagement Committee was initially formed to help the District communicate with the community about the importance of passing a school bond. Once the bond passed, much of the focus remained on information going out to the community but not as much about receiving feedback FROM the community or how to get them more involved in our schools.

Board members communicated they would like to work together to reimagine what the idea of “community engagement” means in the North Santiam School District and how a committee might operate going forward such that it encourages non-staff involvement. The previous committee did have non-staff members from time to time but they never attended consistently. Board members also expressed a deep

interest in hearing about, and possibly from, other school districts who've developed dynamic and effective engagement strategies.

- Coral Ford shared that she has been working for the past couple of months with numerous families on a proposal for a new Community Engagement Committee. She asked that it be included on the December 16, 2021 NSSD Regular Session agenda for consideration. It was determined it would be appropriate to first have the whole-group workshop in January (2022) before discussing a specific proposal at a board meeting that was drafted by only one board member.

4. ADJOURN

The Board Chair adjourned the meeting at 9:19 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 Meeting Minutes-DRAFT

Thursday, December 16, 2021 ~ 6:00 PM

Stayton Elementary Cafeteria

875 N 3rd Ave

Stayton, OR 97383

1. **CALL REGULAR SESSION TO ORDER**

The Board Chair called the meeting to order at 6:00 pm. She noted which members were present (indicated below) and led everyone in the pledge of attendance.

PRESENT: Alisha Oliver, Laura Wipper, Mike Wagner, Erin Cramer, Mark Henderson (virtually), Coral Ford, Mackenzie Ford and Student Representatives to the Board, Tayven Whieldon & Sarah Wolf.

2. **APPROVAL OF THE AGENDA**

Any changes to the agenda after posting on December 10, 2021 were acknowledged:

Added Attachments-

- 5.2-General Fund Board Financials 21.22
- 7.1-Resolution 121621A-Excise Tax Temporary Exclusion Extension
- 7.3- N.S. CBA Final-12.13.21

AGENDA APPROVAL

Motion that the Board approves the meeting agenda as modified.

Motion Made By: Mike Wagner

Vote: 7-0

Result: Motion Carries

3. STUDENT BUSINESS

This agenda item is for monthly reports from the student representative and for other requests/reports from students. Highlights included:

Sarah Wolf-

- Winter sports are up and going and they've begun competing
- There will be a band concert on Jan. 12, 2022 and a choir concert on Jan. 11, 2022. There will also be a musical production by the drama department at the end of February.
- The SHS Robotics Club will not be reforming at this time due to a lack of resources and space to store the robotics equipment.

Tayven Whieldon-

- 2900 cans were collected during the food drive to benefit the Stayton Food Pantry. The SHS Vice-Principal, Mr. Traeger, will be dressing up like celebrity chef Guy Fieri during an assembly as the prize for the underclassman who collected the most cans during the drive.
- 10 families received gifts and food collected during the Holiday Share program
- Student and staff participation in activities recently has been high, including Spirit Week which has been happening during the week
- Students have communicated they are very appreciative of the Test to Stay/Shorten programs but have also indicated some are still struggling to follow the masking and social distancing guidelines consistently in all settings.

4. PUBLIC COMMENT

There were two submissions during public comment:

- Diannah Dolby, Stayton- stated her belief that mandates are not laws and that masks are detrimental to our student's health and well-being
- Crystal Sherman, Lyons-read passages from the Bible and reiterated that the responsibility for making medical decisions for children lies with parents. She also referenced a policy she constructed and sent to the Board for consideration that was not included in the agenda and asked the Board not to accept the edits to the policy that was being presented (regarding vaccine mandates).

5. REPORTS

5.1 Superintendent's Report: Andy Gardner

Superintendent Gardner presented his monthly report. Key points included:

- A Tik Tok video is being widely circulated around the country that encourages students to make threats of violence against their schools in order to cause closures on the day before winter break (Dec 17, 2021). District administrators have investigated and have not discovered any credible or specific threats to Stayton High School but will have an additional police and administrator presence at campuses.
- An overview of the process District admin. use when determining if a school closure or delay is warranted based on road conditions. Unless road conditions are obvious, both Supt. Gardner and the Safety and Security Director drive some of the roads around the District at approximately 4:30-5am. He also typically consults with superintendents in neighboring school districts.

- The construction of the building that will house the Options Academy school will begin in January 2022. The covered play area project at Mari-Linn School will begin on December 18, 2021 and is anticipated to be finished before students return to school in January 2022. If it's not, the area will be secured so the work can continue while keeping students safe.
- An acknowledgement of all the work done by Associate Supt. Dave Bolin and his staff, Nicole Duncan, Sara Silbernagel and Susy Saray, to get the Test-to-Stay/Shorten programs up and running. He also acknowledged the efforts of the District's nurses to support the program while continuing with all their other responsibilities.

5.2 Business Director's Report: Jane Nofziger

Business Director Jane Nofziger presented her monthly financial report. Key points included:

- In mid- January, the District will be receiving new ADM (student enrollment/attendance) numbers and will resubmit the funding projection for the 2021-22 year to ODE and will also submit projections for enrollment for funding for 2022-2023.
- There are still job openings that remain unfilled and depending on the final funding amount from ODE, the District may choose not to fill all of them.
- Special Education expenditures are being monitored. The District must spend as much in the current school year as was spent in the previous year. Since there are fewer students this year requiring SPED services, the District is consulting with state officials to reduce the amount of spending required to more accurately reflect the actual expenditures. She will report back on the process.
- An agreement was reached with the Classified Staff Union and the Board will be asked to ratify the agreement later in the meeting so that staff can receive retroactive pay from July 1, 2021 (as applicable by hire date) in their December 2021 paycheck.
- The 2021-2022 NSSD audit report is nearly complete and a representative from *Accuity, LLC* will attend the January 2022 meeting to provide an overview of the report to the Board.

Supt. Gardner also added he has begun conversations with Stayton Police Chief Frisendahl regarding a partnership to provide a Student Resource Officer for the District. It will likely be at least a year until the position could be filled because of a shortage of law enforcement officers across the state.

5.3 COVID-19 Guidance Report

This standing agenda item is for reviewing COVID-19 guidance for schools and the current status of the virus in our schools. Assoc. Supt. Dave Bolin reviewed the District's implementation of the new "test-to-stay" and "test-to-shorten" programs. He indicated that thirty-two of the forty-nine non-vaccinated individuals eligible to participate in "test-to-stay" submitted for COVID testing after an exposure in order to stay in school instead of quarantining at home. Fourteen of the thirty eligible to participate in "test-to-shorten" have done so. The tests have been administered at the District Office, but he hopes to transition them to occur at schools soon.

Supt Gardner took a moment to acknowledge an upcoming agenda item regarding a possible policy update to clarify the District's stance on vaccine mandates. He noted that a suggestion for a new policy had been submitted by a parent that he believed was not consistent with Oregon law regarding the age of consent for medical treatment and school districts' ability to disregard

immunization requirements for school attendance. For these reasons, the policy was not brought before the Board for consideration.

5.4 Student Success Act: Dave Bolin

This standing agenda item is for monthly reports on the Student Success Act (SSA)/Student Investment Account (SIA). The assessment from The Equity Collaborative should be presented to the District in January and will be shared with the Board and the public.

6 CONSENT AGENDA

6.1 Approval of Meeting Minutes

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

6.2 Licensed Staff Changes

HR Director Debi Brazelton reviewed 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)

Dodi Holm-SES Job Share for 2021-22 school year

6.3 Policy Updates/2nd Reading

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 were presented for a first reading in November and were brought back for a second reading and possible approval.

BBAA- Individual Board Member's Authority and Responsibilities

CM- Compliance and Reporting on Standards

6.4 Action on Consent Agenda

Motion that the Board approves the Consent Agenda including; 6.1-Minutes from the 11/18/21 Regular Session; 6.2- New hire Dodi Holm and 6.3- Policy Updates to BBAA and CM.

Motion Made By: Mike Wagner

Vote: 7-0

Result: Motion Carries

7 NEW BUSINESS

7.1 Extension of Mehama School Lease

Supt Gardner reviewed the history of the lease agreement on the District-owned properties at 22057 & 22059 Emma St SE Lyons, OR (referred to as the Mehama School) to Mehama Community Church. Church officials have requested that the lease be extended in perpetuity. Students have not occupied the building since before the formation of the North Santiam School District in 1996. The District attempted to sell the building in the 2000's but found no interested buyers.

The Mehama Community Church has leased the property since approximately 2012 for \$1 per year but have been responsible for all upkeep and have performed many repairs and

improvements at their expense or by utilizing grants they have obtained. Supt. Gardner indicated he believes it is beneficial to keep the building available for community use and that the District does not anticipate using the building for students again. Since it must be surplus and sold to the highest bidder, it cannot simply be given to the church, so he recommended extending the lease to Mehama Community Church until July 31, 2041.

LEASE AGREEMENT EXTENSION

Motion that the Board approves the extension of the Real Property Lease Agreement for the properties located at 22057 & 22059 Emma St SE Lyons, OR to the Mehama Community Church until July 31, 2041.

Motion Made By: Laura Wipper

Vote: 7-0

Result: Motion Carries

7.2 Extension of Beachie Creek Fire Excise Tax Waiver

The current deadline for Excise Tax waivers for homes lost in the Beachie Creek Fire is December 31, 2021. The Board discussed extending the application deadline and agreed there remains a benefit to District stakeholders still in the process of rebuilding.

RESOLUTION 121621A

Motion that the Board approves Resolution 121621A to extend the application deadline for excise tax waivers related to losses caused by the Beachie Creek Fire from December 31, 2021 to June 30, 2022.

Motion Made By: Laura Wipper

Vote: 7-0

Result: Motion Carries

7.3 Ratifying Classified Union Bargaining Agreement

The District has reached an agreement with the Classified employees union to extend their bargaining agreement through the 2023 school year. Supt. Gardner acknowledged the hard work of Business Director Jane Nofziger and HR Director Debi Brazelton through the entire process. He also thanked Mike Wagner for representing the Board in the process. The HR Director gave a brief overview of the agreement and the process the District uses when making offers to the employee unions. Key points of the agreement include:

- 2.2% COLA (Cost of Living Adjustment) for this school year and 2.5% COLA for next school year
- The lowest pay step has been removed and all staff rolled up one step in pay and that will occur next year as well

- Increase of insurance contribution from the District of 2%

The Board was asked to ratify the agreement so retroactive pay to affected staff members from the beginning of the contract period can occur. Mike Wagner was the Board's representative throughout the process.

RATIFY OSEA AGREEMENT

Motion that the Board ratifies the Collective Bargaining Agreement between the Oregon School Employees Association North Santiam Chapter 122 and the North Santiam School District for school years 2021-2023.

Motion Made By: Erin Cramer

Vote: 7-0

Result: Motion Carries

7.4 NSSD Board Policies Review

7.4.1 Policy Review Regarding Student Vaccine Mandates

The Board discussed options to address parent concerns regarding vaccine mandates for students. The Board Secretary shared comments from OSBA legal counsel regarding the value of choosing a new or revised board policy over a resolution. The main difference, in his opinion, is resolutions tend to have a natural sunset and are less visible for future boards or stakeholders than a board policy would be. He suggested the District might consider adding language to existing policy JHCC-Communicable Diseases, in order to respond to public concerns. Clarifying statements were added to the policy and submitted to the Board as a starting point for the discussion.

Coral Ford read aloud a policy that was written by community member Crystal Sherman and thanked her for her contribution. The policy was submitted to board members via email on December 3, 2021 and verbally via public comment during the November 18, 2021 meeting (referenced by Supt during the discussion on agenda item 5.3 earlier in the meeting) but was not included for official review. Coral also stated she would like to review one of the NSSD policies that includes information regarding school district nurses and sports physicals and would provide the name of the policy to the Board Chair.

The Board continued the discussion regarding the original topic of clarifying the Board's position on vaccine mandates and referenced some of the concepts introduced in the policy written by Mrs. Sherman. Key points included:

- Even though it has repeatedly been indicated that no one on the board is in support of implementing a vaccine mandate, they were open to considering modifications to board policy to go on record in an effort to build trust with the community.
- The importance of following the proper protocols for policy updates was reiterated. It was repeatedly stressed that any new additions or revisions must be consistent with current practices and not contradict state or federal laws even if

they, as individuals, do not always agree with them because they took an oath to uphold them when they were sworn in as board members.

- Board members must consider all viewpoints of their stakeholders and be sensitive to the perspectives of students without parents who can and will advocate for them and that both of these responsibilities weigh heavily on them.
- The discussion should center around the clarification of the Board’s stance on vaccine mandates since that is how the agenda item was titled. If the Board should choose to discuss the other topic recommended by Mrs. Sherman regarding medical age of consent it should be properly noticed in a future agenda.

The Board Chair reiterated the options which included adopting a resolution, editing an existing policy, drafting a new one or leaving everything as it is. The Board agreed to revise policy JHCC-Communicable Diseases and accept it for a 1st reading.

Motion to accept board policy JHCC for a 1st reading during the December 16, 2021 meeting with

Motion Made By: Mark Henderson

Discussion: Erin Cramer recommended, for consistency, to remove the ORS or OAR references from within the paragraph and verbiage indicating the District will follow the immunization requirements since it is not within the Board’s purview to operate outside these laws. He suggested the policy simply be edited to indicate the District will not impose mandates in excess of Oregon law.

Motion to revise the submitted edits to policy JHCC so that the only addition to the policy reads as “The District will not impose vaccine requirements in excess of those required by Oregon Law” and accept it in this form as a 1st reading.

Motion Made By: Erin Cramer

Vote: 7-0

Result: Motion Carries

7.4.2 OSBA Policy Plus Recommendations

The following policy edits were recommended from the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They were presented for a 1st reading.

ACB-Every Student Belongs (formerly All Students Belong)

ACB-AR- Bias Incident Complaint Procedure

These updates are a result of changes made by the Oregon Legislature and the Oregon State Board of Education over the past several months. House Bill 2697 (2021) takes effect on January 1, 2022, and OSBA highly recommends that school boards delete current versions and replace the policy and AR with these new versions.

BD/BDA - Board Meetings

BDDH - Public Comment at Board Meetings

These updates are a result of Oregon House Bill 2560 which requires public governing bodies, to the extent reasonably possible, to make all meetings accessible remotely through technological means and provide an opportunity for members of the public to remotely submit testimony as of January 1, 2022.

7.5 Community Engagement Committee

The Board discussed the next steps in pursuing evidenced-based strategies to better engage parents and the community in District schools. There was an acknowledgement of a proposal for a different adaptation of the Community Engagement Committee that was created by Coral Ford that only includes parents and community members. It was shared with all board members via email prior to the meeting. There was further discussion and some focus points included:

- ensuring that whatever method the Board chooses to pursue includes diverse segments of the communities to ensure the Board is hearing from as many different perspectives as possible
- identifying and utilizing the talents, energy and commitment of parents who want to be more directly involved in their children’s education
- involving the business community more into our schools
- ensuring the Board follows proper processes and works together as a unified group toward a common objective.

Board members agreed they would like to schedule another work session in January 2022 where they can learn together about the attributes of dynamic community engagement and lay a foundation for future work, either as a whole group or in sub-groups. They identified a date of January 13, 2022 when they would all be available. The Board Secretary indicated she would confirm the trainer’s availability, inquire about their assessment of current practices, and see if a board member from another district with a high level of positive community engagement would be willing to share some success stories.

8 INFORMATION ONLY

8.1 Field Trip Report:

There were no trips scheduled since the previous report.

8.2 Student Enrollment:

Current enrollment is approximately 2,125 across the District. Refer to the attachment for a breakdown by grade at each location at this link: [12/16/2022](#)

Mari-Linn: 167
Sublimity: 334
Stayton Elementary: 358
Stayton Intermediate/Middle: 452
(SIS:162 SMS:290)
Stayton High: 669
Options Academy: 145

8.3 Future Agenda Items:

The annual list of agenda items was included in the [meeting materials](#).

8.4 Upcoming Board Events & Activities:

The information was included in the [meeting materials](#)

9 MISC INFO & ANNOUNCEMENTS

*Mike Wagner inquired if the District is involved in providing feedback regarding the most recent annexation of land into the Stayton city limits and how any potential developments would impact the District. Supt. Gardner indicated is working to connect with the Stayton City Planner to inquire about the status of any development plans

Board Greeter for Next Month:

Sarah Wolf

Chamber Greeters NSSD Board Rep:

There were no events listed on the Chamber of Commerce Facebook page.

10 ADJOURN

The Board Chair adjourned the meeting at 9:20 pm

EQUAL OPPORTUNITY EMPLOYER

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

ACTION REQUIRED

NEW HIRES

SCHOOL NOTE

*****FYI*****

NEW HIRES

DOH SCHOOL NOTE

RESIGNATIONS

DOT SCHOOL NOTE

RETIREMENTS

DOR SCHOOL NOTE

Les Conley	6/16/2022	SHS	French & Theater
Kelly Fields	6/17/2022	SHS	Business Education

LEAVE OF ABSENCE

DOL SCHOOL NOTE

North Santiam School District

Code: ACB
Adopted: 12/17/20

Every ~~All~~ Students Belongs

The principle of equity goes beyond formal equality where all persons are treated the same. Instead, equity fosters an inclusive and barrier-free environment in which everyone will fully benefit. The district will apply this principle of equity to all policies, programs, operations, practices and resource allocations. All students will have access and opportunity to a high-quality education.

All students are entitled to a high quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All employees are entitled to work in an environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All visitors are entitled to participate in a school or educational environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

~~“Bias The district prohibits the use or display of any symbols of hate on district grounds or in during any district/school sponsored program, service or activity that is funded in whole or in part by monies appropriated by the Oregon Legislative Assembly unless they are used in teaching curriculum that is aligned to the Oregon State Standards. In responding to the use of any symbols of hate, the district will use non-disciplinary remedial action whenever appropriate.~~

~~A “bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior, directed at or about any of the preceding demographic groups.~~

~~“Symbol of hate” means nooses^[1], symbols of neo-Nazi ideology a symbol, image, or object that expresses animus on the battle basis of race, color, religion, gender identity, sexual orientation, disability or national origin including, the noose, swastika, or confederate flag² and whose display:~~

- ~~1. Is reasonably likely to cause a disruption of the Confederacy or material interference with school activities; or~~

For clarity, the paragraph above will read:

“Symbol of hate” means nooses^[1], symbols of neo-Nazi ideology, and the battle flag of the Confederacy.

¹ [The display of a noose on public property with the intent to intimidate may be a Class A Misdemeanor under Senate Bill 398 (2021).]

² While commonly referred to as the “confederate flag,” the official name of the prohibited flag is the Battle Flag of the Armies of Northern Virginia.

The district prohibits the use or display of any symbols of hate^{3} on school property⁴ or in an education program⁵ except where used in teaching curriculum that is aligned with state standards of education for public schools.

[In responding to the use of any symbols of hate or bias incidents, the district will use non-disciplinary remedial action whenever appropriate.]

~~2. — Is reasonably likely to interfere with the rights of students by denying them full access to the services, activities, and opportunities offered by a school.~~

The district prohibits retaliation against an individual^{6} because that ~~person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual~~ has in good faith reported information that the individual believes is evidence of a violation of a state or ~~for exercising any rights guaranteed under state and~~ federal law, rule or regulation.

Nothing in this policy is intended to interfere with the lawful use of district facilities pursuant to a lease or license.

The district will use administrative regulation ACB-AR - Bias Incident Complaint Procedure to process reports or complaints of bias incidents.

END OF POLICY

Legal Reference(s):

[ORS 659.850](#)
[ORS 659.852](#)

[OAR 581-002-0005](#)
[OAR 581-022-2312](#)

[OAR 581-022-2370](#)

[House Bill 2697 \(2021\)](#)
[House Bill 3041 \(2021\)](#)

Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
Dariano v. Morgan Hill Unified Sch. Dist., 767 F.3d 764 (9th Cir. 2014).
State v. Robertson, 293 Or. 402 (1982).

Cross Reference(s):

AC - Nondiscrimination

GBNA - Hazing/Harassment/Intimidation/Bullying/Menacing/Cyberbullying – Staff

³ {Prior to adopting the symbols of hate prohibition, or adding other symbols to the list, we recommend that the district document why the district feels that the presence of these symbols will cause a “material and substantial interference with schoolwork or discipline” or collide “with the rights of other students to be secure and be let alone.” These reasons may include previous incidents, current conditions in the schools and other factors. }

⁴ “School property” means any property under the control of the district.

⁵ “Education program” includes any program, service, school or activity sponsored by the district.

⁶ {ORS 659.852 prohibits retaliation only against students. Other statutes (and other complaint procedures) prohibit retaliation against staff and others for reporting or providing information regarding a complaint or investigation. }

GBN/JBA - Sexual Harassment

JBA/GBN - Sexual Harassment

JFCF - Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/Domestic Violence – Student

North Santiam School District

Code: ACB-AR
Adopted: 12/17/20

Bias Incident Complaint Procedure

The terms ~~term~~ “bias incident” and “symbols of hate” are ~~is~~ defined in policy. Persons impacted by a bias incident or display of a symbol of hate shall be defined broadly to include persons directly targeted by ~~individuals at whom~~ an act, ~~incident was directed~~ as well as ~~students in~~ the ~~larger school~~ community of students as a whole who are likely to be impacted by the act ~~incident~~.¹

Step 1 {²}: When

~~Step 1: — Persons who become aware of or are impacted by a potential bias incident(s) and wish to file a complaint should immediately report the details to the administrator of the campus on which the event(s) occurred. If~~ a staff member learns of a potential bias incident or display of a symbol of hate, the staff member will prioritize the safety and well-being of all persons impacted and ~~immediately~~ ~~promptly~~ ~~[without unreasonable delay]~~ report the incident(s) to the ~~[building or program administrator]~~.

Step 2: The ~~[administrator or designee]~~ shall acknowledge receipt of the complaint, ~~[reduce the complaint to writing,]~~ and investigate any complaint of a bias incident. ~~[the event(s). Responding staff]~~ will recognize the experience of all persons impacted, acknowledge the impact, commit to taking immediate action, and ~~commit to preventing~~ ~~prevent~~ further harm against those persons impacted from taking place. Educational components and redirection ~~Redirection~~ procedures, if any, will ~~include~~:

Address

- ~~Educational components that address~~ the history and impact of bias and hate;
- ~~Advance~~ ~~Procedural components to ensure~~ the safety and, healing, ~~and agency~~ of those impacted by bias and hate;
- ~~Promote accountability~~ ~~Accountability~~ and transformation for people who cause harm; and
- ~~Promote transformation~~ ~~Transformation~~ of the conditions that perpetuated the harm. {³}-

The ~~[administrator or designee]~~ must consider whether the behavior implicates other district policies or civil rights laws, and if so, respond accordingly⁴. ~~The administrator will determine responsibility within 10 days of receiving the complaint.~~

¹ The term “complainant” in this administrative regulation includes persons filing formal complaints and persons reporting bias incidents, regardless of whether the complainant is a victim. Similarly, the term “complaint” includes any report, information or complaint.

² {These specific steps and procedures are not required. The procedures must include all of the requirements listed in House Bill 2697 § 1(3)(e) (2021) and OAR 581-022-2312(4)(e). If making changes, we recommend working closely with legal counsel.}

³ {Additional guidance from ODE can be found [here](#).}

⁴ The nature of the behavior or act must determine the process used to respond; what rights and protections are available to the person(s) impacted by the behavior or act; and an individual’s right to appeal to the Oregon Department of Education or the U.S. Department of Education.

The [administrator or designee] will [make a decision] ~~[determine responsibility]~~ within [10] days of receiving the complaint.

All persons impacted by the act will be provided with information⁵ relating to the investigation and the outcome of the investigation, including ~~If any of the below information cannot be shared, a citation to the law prohibiting release and an explanation of how that law applies to the current situation will be provided.~~⁶ At a minimum, the information provided must include:

Notice that

- ~~That~~ an investigation has been ~~was~~ initiated;
- Notice when an ~~When the~~ investigation has been ~~was~~ completed;
- Findings ~~The findings~~ of the investigation and the final determination based on those findings; ~~and~~
- Actions taken to remedy a person's ~~with the person or persons who committed the harassing~~ behavior ~~to remedy the behavior~~ and prevent reoccurrence; ~~and when the actions relate directly to a person impacted by the event.~~
- When applicable, the legal citation of any law prohibiting disclosure of any information described above, and an explanation of how that law applies to the current situation.

Step 3: If complainant or a respondent wishes to appeal the decision of the [administrator or designee], the complainant or respondent may submit a written appeal to the [superintendent] within [five] school days after receipt of the [administrator or designee]'s ~~administrator's~~ response to the complaint.

The [superintendent or designee] shall acknowledge receipt of the appeal and may meet with all parties involved. The [superintendent or designee] will review the merits of the complaint and the [administrator or designee]'s ~~administrator's~~ decision. The [superintendent or designee] will respond in writing to the complainant within [10] school days.

The [superintendent or designee] will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 3, as appropriate.

Step 4: If the complainant or respondent is not satisfied with the decision of the [superintendent or designee], a written appeal may be filed with the Board ~~of directors~~ within [five] school days of receipt of the [superintendent or designee]'s ~~designee's~~ response to Step 3. The Board may decide to hear or deny the request for appeal at a Board meeting. The Board may use an executive session if the subject matter qualifies under Oregon law. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative ~~[at the next regular or special Board meeting]~~ [at a Board meeting]. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the

⁵ For additional information regarding required notices, see OAR 581-022-2312(4)(e)(E).

⁶ Refer to policies ~~GBL—Personnel Records, JOA—Directory Information and JOB—Personally Identifiable Information~~ and district legal counsel for guidance in these situations. Possible laws include, but are not limited to, Title 34 C.F.R. § 99.31 and ORS 342.850

complainant in writing within [10] days of this meeting.

The [Board] will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 4, as appropriate.

Complaints can be filed with or communicated directly to the [administrator or designee], in which case Step 1 will be skipped. Complaints against the [administrator] can be directed to the [superintendent or designee] and will begin at Step 3.⁷ Complaints against the superintendent or a Board member(s) can be directed to the Board and will begin at Step 4. If complaints begin later than Step 1, the ~~the~~ individuals reviewing the complaint will ensure that all requirements are met.

The complainant, if a person who resides in the district[,] [or] a parent or guardian of a student who attends school in the district[or a student,]

~~If the complainant~~ is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal⁷ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Complaints may also be filed directly with the U.S. Department of Education Office for Civil Rights.⁸

~~[Building administrators]~~ [District administration] will develop and implement instructional materials to ensure that all school employees, ~~and~~ staff and students are made aware of the policy, this administrative regulation ~~procedure~~ and related practices. The materials will include reporting procedures, educational processes, and possible consequences.

[When necessary, timelines may be adjusted by the district by communicating to all parties in writing. This communication must include a new timeline and an explanation of why the timeline must be adjusted.]~~-~~

⁷ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

⁸ Complaints must meet criteria as established by law. For more information, visit <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>

North Santiam School District

Code: BD/BDA
Adopted: 7/01/96
Readopted: 8/21/97; 12/17/09; 6/15/17
Orig. Code: BD/BDA/DBB

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. “Meeting” means the convening of a quorum of the Board as the District’s governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, i.e., a work session. The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes. Information how to give or submit public comment is outlined in ~~All meetings of the Board~~ policy BDDH - Public Comment at Board Meetings¹ [and] [posted on the District’s website].]

All Board meetings, including Board ~~board~~ retreats and work sessions, will be held within District ~~the~~ boundaries, except as allowed by law² ~~of the district~~. The Board may attend training sessions outside the District boundaries but cannot deliberate or discuss District business.³ No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the notice.

[¹ When telephone or other electronic means of communication is used during a meeting open to the public, the Board shall make at least one place available to the public where, or at least one electronic means by which, the public can listen during the meeting. At all meetings of the Board open to the public, the public will be provided an opportunity, to the extent reasonably possible, to access and attend the meeting by telephone, video or other electronic or virtual means. If in-person oral testimony (or public comment) is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit oral testimony during the meeting[, at the designated portion of the agenda,] by telephone, video or other electronic or other means. If in-person written testimony is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit written testimony including by email or other electronic means, so that the Board is able to consider the submitted testimony in a timely manner.]

² ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

~~³ ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction as long as no deliberations toward a decision are involved.~~

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for hearing-impaired persons. Other ~~Such other~~ appropriate auxiliary aids and services will be provided upon request and appropriate advance notice. ~~Communications with all qualified individuals with disabilities shall be as effective as communications with others.~~

All meetings held in public shall comply with the Oregon Indoor Clean Air Act ~~and the smoking provisions contained in the Public Meetings Law.~~

[The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.]

1. Regular, Special and Emergency Meetings

Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the annual organizational meeting ~~in July~~ and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

No later than the next regular meeting following July 1, the Board will hold the annual ~~an~~ organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years (odd numbered years), the first meeting will be held no later than July 31.

Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may also be scheduled if less than a quorum is present at a meeting or additional business still needs to be conducted at the ending time of a meeting. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing District business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

Electronic communications may contain:

- a. Agenda item suggestions;
- b. Reminders regarding meeting times, dates and places;
- c. Board meeting agendas or information concerning agenda items;

- d. One-way information from Board members or the superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals); ~~so long as that information is also being made available to the public;~~
- e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

[E-mails sent to other Board members will have the following notice:

Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by public meetings law.]

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by public meetings law. ~~the Public Meetings Laws.~~

4. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with ~~the~~ state law on public meetings, including notice and minutes. ~~[The Board [may make] [is discouraged from making] official decisions during a work session.]~~ Generally, Boards do not take official action during work sessions, although there is no legal prohibition to do so.

5. Executive Sessions

Executive sessions may be held ~~[as an agenda item]~~ during regular, special or emergency meetings for a reason permitted by law. [(See Board policy BDC - Executive Sessions)]

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS Chapter 193	ORS 433.835 - 433.875
ORS 174.104	ORS 255.335	
ORS Chapter 192	ORS 332.040 - 332.061	

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

OR. ATTY. GEN. Public Records and Meetings Manual.

Oregon House Bill 2560 (2021).

Oregon House Bill 3041 (2021).

Cross Reference(s):

ACA - Americans with Disabilities Act
BDC - Executive Sessions

North Santiam School District

Code:
Adopted:

BDDH

Public Comment at Board Meetings

(Version 2)

All board meetings, with the exception of executive sessions, will be open to the public. The Board invites the District's community members to attend board meetings to become acquainted with the programs and operations of the District. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the District at least 48 hours prior to the board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. A person wishing to provide public comment will complete the *Intent to Submit Public Comment* form either electronically prior to 4:00 pm on the date of the meeting or in writing at the meeting prior to that point on the agenda. ¹ A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda.
4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the District, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to a time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to allocate additional time for public comment. If done, additional time will be allocated in a fair and equitable manner and may be determined based on the number of commenters and the amount of time available for public comment. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the District Office as directed.

¹ When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

The Board may not hear public comment at board work sessions.

Topics raised during the public comment portion may be considered for inclusion as agenda items at future board meetings.

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the District office, by mail or by email to communications@nsantiam.k12.or.us. Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the board meeting, but will not be read at the board meeting. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of District operations and programs. The Board will not hear comments regarding any personally identifiable District staff member. The Board Chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

North Santiam School District

Code: JHCC
Adopted: 8/19/99
Readopted: 10/19/17; 2/18/21
Orig. Code: JHCC

Communicable Diseases - Students

The District shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). **The District will not impose vaccine requirements in excess of Oregon law.** Services will be provided to students as required by law.

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

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

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

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

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

END OF POLICY

Legal Reference(s):

[ORS 431.150 - 431.157](#)

[ORS 433.001 - 433.526](#)

[OAR 333-018](#)

[OAR 333-019-0010](#)

[OAR 333-019-0014](#)

[OAR 333-019-1000](#)

[OAR 333-050-004](#)

[OAR 437-002-0377](#)

[OAR 437-002-0360](#)

[OAR 581-022-2220](#)

[OAR 333-050-0050](#)

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

Cross Reference(s):

EBC/EBCA - Emergency Procedures and Disaster Plans
GBEB - Communicable Diseases

North Santiam School District

Code: EFAA-AR
Adopted: 11/21/02
Revised/Readopted: 8/15/13; 7/17/14; 1/15/15;
3/17/16; 8/17/17
Orig. Code: EFAA-AR

Reimbursable School Meals Programs

The district's nutrition and food services will be operated in accordance with the following requirements:

Meal Pricing Procedures

1. Reimbursable meals will be priced as a unit.
2. Reimbursable meals will be served free or at a reduced price to all children who are determined by the district to be eligible for free or reduced price meals.
3. Annually, the district will establish prices for reimbursable student meals. The price charged to students who do not qualify for free or reduced price meals will be established annually by the district in compliance with state and federal laws.
4. The price charged to students who qualify for reduced price meals will be established annually by the district in compliance with state and federal laws.
5. The district may implement claiming alternative Provision 2 at schools under its jurisdiction, as needed, including at Stayton Elementary School, Mari-Linn School, Sublimity School, Stayton Intermediate/Middle School, Stayton High School and at schools where it contracts its services.

Application Procedures

1. Households receiving Supplemental Nutrition Assistance Programs (SNAP) or Temporary Assistance to Needy Families (TANF) benefits, as identified by Oregon Department of Education (ODE), will be automatically eligible for free meals for the students listed on the official document. Districts must access this document at least three times per year.
2. Students receiving support through the migrant education program, Runaway and Homeless Youth Act, McKinney-Vento Homeless Assistance Act, federal Head Start and state-funded prekindergarten programs, with income eligibility criteria identical or more stringent than federal Head Start, or are in state or court placement foster care, will be automatically eligible for free meals, for the students listed on the official documents.
3. Households that submit a confidential application will be notified of their student's eligibility for free or reduced price meals. Households that are denied free or reduced price benefits will be notified in writing using the ODE mealtime template letter distributed to the district annually.
4. On a case-by-case basis, when a student is known to be eligible for free or reduced price meal benefits and the household fails to submit a confidential application, the superintendent or designee

may complete an application for the student documenting how he/she/they knows the household income qualifies the student for free or reduced price meal benefits. Parents of a student approved for free or reduced price benefits, when an application is made for the student by a school official, will be notified of the decision and given the opportunity to decline benefits.

5. Students who do not qualify for free or reduced price meals are eligible to participate in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and will be charged “paid” prices set by the district. “Paid” category students will be treated equally to students receiving free or reduced price benefits in every aspect of the district’s NSLP, SBP, Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP).
6. The district has established a fair hearing process under which a household can appeal a decision with respect to the household’s application for benefits or any subsequent reduction or termination of benefits.
7. In the event of major employers contemplating large layoffs in the attendance area of the district, the district will provide confidential applications and eligibility criteria for free and reduced price meals to the employer for distribution to affected employees.

Financial Management of the Nonprofit School Food Service

1. The district will maintain a nonprofit school nutrition and food service operation.
2. Revenues earned by the school nutrition and food services will be used only for the operation or improvement of NSLP, SBP, CACFP and SFSP.
3. Lunch and breakfast meals served to teachers, administrators, custodians and other adults not directly involved with the operation of the district’s nutrition and food services will be priced to cover all direct and indirect cost of preparing and serving the meal.¹
4. District nutrition and food services revenues will not be used to purchase land or buildings.
5. The district will limit its nutrition and food services net cash resources to an amount that does not exceed three months average expenditures.
6. The district will maintain effective control and accountability for, and adequately safeguard, all nutrition and food services’ cash, real and personal property, equipment and other assets, and ensure they are used solely for nutrition and food services purposes.
7. The district will meet the requirements for allowable NSLP, SBP, CACFP and SFSP costs as described in 2 C.F.R. § 200.
8. In purchasing nutrition and food services goods or services, the district will not accept proposals or bids from any party that has developed or drafted specifications, requirements, statements of work,

¹ For meals with portion sizes equivalent to student meals, the adult meal price will be no less than the amount of reimbursement for a free-eligible meal, plus the value of commodity foods used in the meal preparation.

invitations for bids, requests for proposals, contract terms and conditions or other documents for proposals used to conduct the procurement.

9. All procurement transactions for nutrition and food services goods and services will be conducted according to state, federal and district procurement standards using the applicable cost thresholds.
10. In the operation of its nutrition and food services program, the district will purchase food products where at least 50 percent of the ingredients are produced or processed in the United States, whenever possible.
11. The district may use facilities, equipment and personnel supported with nutrition and food services revenue to support a nonprofit nutrition program for the elderly.

Civil Rights and Confidentiality Procedures

1. The district will not discriminate against any student because of ~~his/her~~ their eligibility for free or reduced price meals.
2. The district will not discriminate against any student or any nutrition and food services employee because of race, color, national origin, marital status, sex, sexual orientation, parental status, religion, age or disability.
3. The district will assure that all students and nutrition and food services employees are not subject to different treatment, disparate impact or a hostile environment.
4. Established district procedures will be followed for receiving and processing civil rights complaints related to applications for NSLP, SBP, CACFP and SFSP benefits and services, and employment practices with regard to the operation of its NSLP, SBP, CACFP and SFSP. The district will forward any civil rights complaint regarding the district's nutrition and food services to ODE's director of Child Nutrition Programs within three days of receiving the complaint.
5. The district will make written or oral translations of all nutrition and food services materials available to all households who do not read or speak English.
6. The district will maintain strict confidentiality of all information obtained through a confidential application for free and reduced price meals or direct certification, including students' eligibility for free or reduced price meals and all household information. The district's NSLP, SBP, CACFP and SFSP operators are not required to release any information from a student's confidential application for free or reduced price meals. No information may be released from a student's eligibility information without first obtaining written permission from the student's parent or legal guardian/adult household member signing the application, except as follows:
 - a. An individual student's name and eligibility status may be released without written consent only to persons who operate or administer federal education programs; persons who operate or administer state education or state health programs at the state level; persons evaluating state, education assessment; or persons who operate or administer any other NSLP, SBP, SMP, SFSP, CACFP or SNAP;
 - b. Any other confidential information contained in the confidential application for free and reduced price meals (e.g., family income, address, etc.) may be released without written

consent only to persons who operate or administer the NSLP, SBP, SMP, CACFP, SFSP and the Special Supplemental Nutrition Program for Women, Infants and Children (WIC); the Comptroller General of the United States for audit purposes; and federal, state or local law enforcement officials investigating alleged violation of any of the programs listed above.

Nutrition and Menu Planning

1. Meals served for reimbursement will meet the nutrition standards established by the U.S. Department of Agriculture (USDA) and Oregon Smart Snacks Standards.
2. Meals served for reimbursement will meet at least the minimum NSLP, SBP, CACFP and SFSP requirements for food items and quantities.
3. Meals served for reimbursement will:
 - a. Meet all calorie range requirements by grade level;
 - b. Meet the maximum standards set for saturated fat;
 - c. Meet the maximum standards set for sodium by grade level; and
 - d. Meet the requirement for zero grams of trans-fats.
4. The district will use the offer versus serve option when serving NSLP lunches to all students. Students must take at least three of five different food items, including one-half cup of fruit or vegetable, offered in program lunches.
5. The district will use the offer versus serve option when serving program breakfasts to all students. Students must take at least three of four food items, including one-half cup of fruit or vegetable, offered in program breakfasts.
6. A copy of the Board minutes adopting the offer versus serve policy for all students for program lunches and/or program breakfasts in the district, as applicable, will be made available upon request.

Use and Control of Commodity Foods

1. The district will accept and use commodity foods in as large a quantity as may be efficiently utilized in the NSLP, SBP, CACFP and SFSP.
2. The district will maintain necessary safeguards to prevent theft or spoilage of commodity foods.
3. The value of commodity foods used for any food production other than NSLP, SBP, CACFP or SFSP shall be accounted for in the food service inventory.

Accuracy of Reimbursement Claims

1. The district will claim reimbursement only for reimbursable meals served to eligible children.

2. All meals claimed for reimbursement will be counted at each dining site at a “point of service” where it can be accurately determined that the meal meets NSLP, SBP, CACFP and SFSP requirements for reimbursement.
3. The person responsible for determining the reimbursability of meals will be trained to recognize a reimbursable meal.
4. The district official signing the claim for reimbursement will review and analyze monthly meal counts to ensure accuracy of the claim, before submitting the claim to ODE.
5. Annually, by November 15th, the district will verify a random sample of applications according to NSLP verification requirements. Instructions for completing the verification process will be sent by ODE to the district in October each year.

Food Safety and Sanitation Inspections

1. The district will maintain necessary facilities for storing, preparing and serving food and milk.
2. Semiannually, the district will schedule food safety inspections with the county Environmental Health Department for each school or dining site under its jurisdiction.
3. The district will maintain health standards in compliance with all applicable state food safety regulations at each school or dining site under its jurisdiction.

General USDA NSLP/SBP/SMP Requirements

1. The district will ensure that no student is denied a meal as a disciplinary action.
2. Breakfast will be served in the morning hours, at or near the beginning of the student’s school day.
3. Lunch will be served between the hours of 10 a.m. and 2 p.m.
4. The district will provide substitute foods for students with a disability² that restricts their diet when supported by a written statement from a state-licensed health care professional, who is authorized to write medical prescriptions. Substitutions will be provided only when a medical statement from the licensed health care professional is on file at the school. The medical statement must state the nature of the child’s impairment so its effect on the student’s diet is understood and what must be done to accommodate the impairment. The district will not charge more than the price of the school meal, as determined by the child’s eligibility status, for meals with the accommodation.
5. The district will control the sale of competitive foods.

² To comply with Section 504 as it relates to a student’s severe food allergy, such as milk, gluten, nut or soy, and including but not limited to diabetes, colitis, etc.

6. The district will ensure that potable, drinking water will be available to students, free of charge for consumption in the place where meals are served during meal service.³
7. The district will notify all households and appropriate staff of its meal charge requirements as part of the yearly school handbook at the beginning of each school year, upon enrollment of a student or the transfer of a student. The meal charging requirements will be posted on the district's website.
8. ^[4]Regardless of the ability to pay, a student shall be provided a reimbursable meal upon request. Parents or guardians may provide written permission to the district to withhold a meal from a student. After five meal charges the district will attempt to certify the student for free or reduced-price meals. At least two attempts to contact the student's parent or guardian for completing a meal application will be made by the district, including offering assistance filling out the application, if appropriate. Communications regarding student charges will be directed to parents or guardians, only. The district may refer delinquent meal charges to third parties for collection. Collection fees will not be charged to the parent or guardian.

Meal and item charge requirements will include the following:

- a. All students may charge meals.
 - b. After the student has incurred the maximum allowed charges K-8 students will receive an alternate meal.
 - c. No supplemental items will be allowed for purchase until outstanding charges are paid. Any money given to the cafeteria will be applied toward any outstanding charge balance.
 - d. Households will be contacted each day for any meal charges.
 - e. The school food service department allows parents to prepay for meals and put money on their student's account at www.mymealtime.com. This website also allows parents to get a detailed report of purchases made by their student.
 - f. For households that cannot afford to pay their school meal charges, the district will work with them to establish a payment plan.
 - g. In the event that every attempt has been made to collect debt for the student meal account and the student leaves the district, the district will work with the food service department to clear the debt from the food service budget.
 - h. The district ensures all students have an opportunity to eat through the above stated practices as well as through a nonfood service fund that pays for student breakfasts and lunches when they do not have any other resource available.
9. The sale of foods in competition with the district's lunch (NSLP) or breakfast (SBP) programs will be allowed in dining sites during lunch and breakfast periods with Board approval only when all income from the food sales accrues to the benefit of the district's nutrition and food services or accrues to a school or student organization approved by the Board. A copy of the Board minutes approving and defining competitive food sales will be made available upon request.
 10. Students will be charged for second servings of meals or portions of meals served.

³ [New requirement under Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. 1751 §§ 203.](#)

⁴ [Pursuant to ORS 327.537 the following language reflects required practice, but the language is not required to be in policy.]

Record Keeping

The following documents will be maintained by the district for three years after the current school year or longer, in the event of an unresolved audit(s), until the audits has been completed:

1. All currently approved and denied confidential applications for free and reduced price meals and all current direct certification documents, eligibility verification documents and school membership or enrollment lists;
2. Financial records that account for all revenues and expenditures of the district's nonprofit nutrition and food services programs, including procurement documents;
3. Records (i.e., recipes, ingredient lists and nutrition fact labels or product specifications) that document the compliance with nutrition standards for all program and competitive foods available for sale to students at a school campus;
4. Documents of participation data (i.e., meal counts) from each school in the district to support claims for reimbursement;
5. Production and menu records;
6. Records to document compliance with Paid Lunch Equity;
7. Records to document compliance with revenue from nonprogram foods; and
8. Internal program monitoring documents for NSLP, SBP, CACFP and SFSP.

Code: GBEA
Adopted: **new**

Workplace Harassment *

Workplace harassment is prohibited and shall not be tolerated. This includes workplace harassment that occurs between district employees or between a district employee and the district in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district and a district employee off district premises. Elected school board members, volunteers and interns are subject to this policy.

Any district employee who believes they have been a victim of workplace harassment may file a report with the district employee designated in the administrative regulation GBEA-AR - Workplace Harassment Reporting and Procedure, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process or under any other available law. The reporting of such information is voluntary. The district employee making the report is advised to document any incidents of workplace harassment.

“Workplace harassment” means conduct that constitutes discrimination prohibited by Oregon Revised Statute (ORS) 659A.030 (discrimination in employment based on race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age, or expunged juvenile record), including conduct that constitutes sexual assault¹ or that constitutes conduct prohibited by ORS 659A.082 (discrimination against person in uniformed service) or 659A.112 (discrimination in employment based on disability).

The district, upon receipt of a report from a district employee who believes they are a victim of workplace harassment, shall provide information about legal resources and counseling and support services, including any available employee assistance services. The district employee receiving the report, whether a supervisor of the employer or the district employee designated to receive reports, is advised to document any incidents of workplace harassment, and shall provide a copy of this policy and accompanying administrative regulation to the victim upon their disclosure about alleged workplace harassment.

All incidents of behavior that may violate this policy shall be promptly investigated. Any person who reports workplace harassment has the right to be protected from retaliation. The district may not require or coerce a district employee to enter into a nondisclosure² or nondisparagement³ agreement.

¹ “Sexual assault” means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat or intimidation.

² A “nondisclosure” agreement or provision prevents either party from disclosing the contents of or circumstances surrounding the agreement.

³ A “nondisparagement” agreement or provision prevents either party from making disparaging statements about the other party.

The district may not enter into an agreement with an employee or prospective employee, as a condition of employment, continued employment, promotion, compensation, or the receipt of benefits, that contains a nondisclosure provision, a nondisparagement provision or any other provision that has the purpose or effect of preventing the employee from disclosing or discussing workplace harassment that occurred between district employees or between a district employee and the district, in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district employee and employer off district premises.

The district may enter into a settlement agreement, separation or severance agreement that includes one or more of the following provisions only when a district employee claiming to be aggrieved by workplace harassment requests to enter into the agreement: 1) a nondisclosure or nondisparagement provision; 2) a provision that prevents disclosure of factual information relating to the claim of workplace harassment; or 3) a no-rehire provision that prohibits the employee from seeking reemployment with the district as a term or condition of the agreement. The agreement must provide the district employee at least seven days after signing the agreement to revoke it.

If the district determines in good faith that an employee has engaged in workplace harassment, the district may enter into a settlement, separation or severance agreement that includes one or more of the provisions described in the previous paragraph.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop workplace harassment, prevent its recurrence and address negative consequences. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional workplace harassment awareness training, as appropriate. Other individuals (e.g., board members, witnesses, and volunteers) whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

The district shall make this policy available to all district employees and shall be made a part of district orientation materials provided and copied to new district employees at the time of hire. The superintendent will establish a process of reporting incidents of workplace harassment and the prompt investigation.

END OF POLICY

Legal Reference(s):

[ORS 243.317 - 243.323](#)
[ORS 659A.001](#)
[ORS 659A.003](#)
[ORS 659A.006](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[ORS 659A.082](#)
[ORS 659A.112](#)
[ORS 659A.820](#)
[ORS 659A.875](#)

[ORS 659A.885](#)
[OAR 584-020-0040](#)
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

House Bill 3041 (2021)

Code: GBEA-AR
Revised/Reviewed: **new**

Workplace Harassment Reporting and Procedure

Any district employee who believes they have been a victim of workplace harassment may file an oral or written report consistent with this administration regulation, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process, or under any other available law.

Additional information regarding the filing of a report may be obtained through a building principal, the Human Resources Director or the Superintendent..

A complaint alleging an unlawful employment practice as described in ORS 659A.030, 659A.082 or 659A.112 or section 4 of Senate Bill 479 (2019) must be filed no later than five years after the occurrence of the alleged unlawful employment practice.

All documentation related to workplace harassment complaints may become part of the personnel file of the employee who is the alleged harasser, as appropriate. Additionally, a copy of all workplace harassment reports, complaints, and documentation will be maintained by the district as a separate confidential file and stored in the district office.

Investigation Procedure

The Human Resources Director is responsible for investigating reports concerning workplace harassment. The investigator(s) shall be a neutral party having had no involvement in the report presented. If the alleged workplace harassment involves the Human Resources Director the employee may report to the Superintendent. All reports of alleged workplace harassment behavior shall be investigated.

The investigator shall:

1. Document the alleged, reported incident of workplace harassment;
2. Provide information about legal resources and counseling and support services, which may include district-provided assistance services available to the district employee;
3. Provide a copy of the district's Board policy GBEA - Workplace Harassment and this administrative regulation to the district employee; and
4. Complete the following steps:

Step 1 Promptly initiate an investigation. The investigator will arrange such meetings as may be necessary to discuss the issue with all concerned parties within ten working days after receipt of the report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings of the investigation, including the response of the alleged harasser, shall be

reduced to writing. The investigator shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

A copy of the report, complaint, or other documentation about the incident, and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the workplace harassment incident, including disciplinary action taken or recommended, shall be forwarded to the Superintendent.

Step 2 If a complainant is not satisfied with the decision at step 1, the complainant may submit a written appeal to the Superintendent. Such appeal must be filed within 10 working days after receipt of the step 1 decision. The Superintendent shall review the investigators report and findings. The Superintendent will arrange such meetings with the complainant and other affected parties as deemed necessary by the Superintendent to discuss the appeal. The Superintendent shall provide a written decision to the complainant within 10 working days after receipt of the appeal.

Step 3 If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the NSSD Board. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The Board will review the findings and conclusion of the Superintendent or designee in a public meeting to determine what action is appropriate. Appropriate action may include, but is not limited to, holding a hearing, requesting additional information, and adopting the Superintendent's or designee's decision as the district's final decision.

If the Board conducts a hearing, the complainant shall be given an opportunity to present the appeal at a Board meeting. The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law. The parties involved may be asked to attend such hearings for the purposes of making further explanations and clarifying the issues. The Board shall decide, within 20 days, in open session what action, if any, is warranted. The Board shall provide a written decision to the complainant within 10 working days following completion of the hearing.

If the Board chooses not to hear the appeal, the Superintendent's decision in Step 2 is final.

Reports involving the superintendent should be referred to the Board chair on behalf of the Board. The Board chair will cause the information¹ required to be issued to the complainant as described in this administrative regulation. The Board chair shall present the complaint to the Board at a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law. The Board shall decide,

¹ Provide information about legal resources and counseling and support services, which may include district-provided assistance services available to the district employee, and a copy of the district's Board policy GBEA - Workplace Harassment and this administrative regulation to the district employee.

within 30 days, in open session what action if any is warranted. The Board chair shall notify the complainant in writing within 10 days that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Follow-up Procedures

The Human Resources (HR) Director will follow up with the district employee of the alleged harassment once every three months for the calendar year following the date on which the HR Director received a report of harassment, to determine whether the alleged harassment has stopped or if the employee has experienced retaliation. The HR Director will document the record of this follow-up. The HR Director will continue follow-up in this manner until and unless the employee directs the HR Director in writing to stop.

Other Reporting Options and Filing Information

Nothing in this policy prevents an employee from filing a formal grievance in accordance with a collective bargaining agreement (CBA) or a formal complaint with BOLI or the Equal Employment Opportunity Commission (EEOC); or if applicable, the U.S. Department of Labor (USDOL) Civil Rights Center. Review the CBA for any provision that requires an employee to choose between the complaint procedure outlined in the CBA and filing a BOLI or EEOC complaint.

Nothing in Board policy GBEA - Workplace Harassment or this administrative regulation prevents any person from seeking remedy under any other available law, whether civil or criminal.

An employee or claimant must provide advance notice of claim against the employer as required by ORS 30.275.

Filing a report with the U.S. Department of Labor (USDOL) Civil Rights Center.

An employee whose agency receives federal financial assistance from the USDOL under the Workforce Innovation and Opportunity Act, Mine Safety and Health Administration, Occupational Safety and Health Administration, or Veterans' Employment and Training Service, may file a complaint with the state of Oregon Equal Opportunity Officer or directly through the USDOL Civil Rights Center. The complaint must be written, signed and filed within 180 days of when the alleged discrimination or harassment occurred.

North Santiam School District
1155 N 3rd Ave, Stayton OR 97383
503-769-6924

WORKPLACE HARASSMENT REPORTING OR COMPLAINT FORM

Name of person making report/complainant: _____

Position of person making report/complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of alleged misconduct: _____

Name of witnesses (if any): _____

Evidence of workplace harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

**North Santiam School District
1155 N 3rd Ave, Stayton OR 97383
503-769-6924**

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

Any Other Information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

Staff/Student/Parent Relations**

The Board encourages both parents to be involved in the educational activities of their children and, unless otherwise ordered by the courts, an order of sole custody on the part of one parent shall not deprive the other parent the following authority as it relates to:

1. Receiving and inspecting education records and to consulting with school staff concerning the students welfare and education, to the same extent as provided the parent having sole custody;
2. Authorizing emergency medical, dental, psychological, psychiatric or other health care for the student if the custodial parent is, for practical reasons, unavailable.

It is the responsibility of the parent with sole custody to provide any court order that curtails the rights of the noncustodial parent at the time of enrollment or any other time a court order is issued.

~~Noncustodial parents will not be granted visitation or telephone access to the student during the school day. The student will not be released to the noncustodial parent without written permission from the custodial parent.~~ Unless provided by court order or a parental plan, a student shall not be released to the noncustodial parent nor shall the noncustodial parent be granted visitation or phone access during the school day.

In the case of joint custody, the district will adhere to all conditions specified and ordered by the court. The district may request in writing any special requests or clarifications in areas concerning the student and the district's relationship and responsibilities.

The district will use reasonable methods to identify and authenticate the identity of both parents.

END OF POLICY

Legal Reference(s):

[ORS 107.101](#)
[ORS 107.102](#)

[ORS 107.106](#)
[ORS 107.154](#)

[ORS 109.056](#)
[ORS 163.245 to -163.257](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2017); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).
Protection of Pupil Rights, 20 U.S.C. § 1232h (2017); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2017).

Cross Reference(s):

GBH/JECAC - Staff/Student/Parent Relations

North Santiam School District

Code: JFCF
Adopted: 1/06/07
Revised/Readopted: 3/17/10; 1/26/12; 3/19/15;
3/17/16; 10/19/17
Orig. Code: JFCF/GBNA/JBA/GBN

Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, and Domestic Violence – Student

The Board, in its commitment to providing a safe, positive, and productive learning environment for all students will consult with parents/guardians, employees, volunteers, students, administrators, and community representatives in developing this policy in compliance with applicable Oregon Revised Statutes law.

Harassment, intimidation, ~~or~~ bullying and ~~acts of~~ cyberbullying by students, staff, ~~and~~ or third parties toward students is strictly prohibited. Teen dating violence is unacceptable behavior and prohibited.

Retaliation against any person who is a victim of, who reports, is thought to have reported, files a complaint about an act of harassment, intimidation, bullying, cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is ~~also~~ strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. False charges shall also be regarded as a serious offense and will result in ~~disciplinary action or other~~ consequences and appropriate ~~sanctions~~ remedial action.

Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion. The district may also file a request with the Oregon Department of Transportation to suspend the driving privileges or the right to apply for driving privileges of a student 15 years of age or older who has been suspended or expelled at least twice for assaulting or menacing another student or employee, willful damage or injury to district property, or for the use of threats, intimidation, harassment, or coercion against a district employee or another student.

Staff whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Students, staff, or third parties may also be referred to law enforcement officials.

The building administrator and superintendent is responsible for ensuring that this policy is implemented.

Definitions

Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, and Domestic Violence – Student – JFCF

“District” includes district facilities, district premises, and nondistrict property if the student is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events where students are under the control jurisdiction of the district.

“Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.

“Harassment, intimidation or bullying” means any act that substantially interferes with a student’s educational benefits, opportunities or performance, that takes place on or immediately adjacent to district grounds, at any district-sponsored activity, on district-provided transportation, or at any official district bus stop, that may be based on, but not limited to, the protected class status of a person, having the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property; or
3. Creating a hostile educational environment including interfering with the psychological well-being of the student.

“Protected class” means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation¹, national origin, marital status, familial status, source of income, or disability.

“Teen dating violence” means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or
2. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

“Domestic violence” means abuse by one or more of the following acts between family and/or household members²:

1. Attempting to cause or intentionally, knowingly, or recklessly causing bodily injury;

¹ “Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behaviors differs from that traditionally associated with the individual’s sex at birth.

² “Family or household members” as defined in ORS 107.705.

2. Intentionally, knowingly or recklessly placing another in fear of imminent bodily injury;
3. Causing another to engage in involuntary sexual relations by force or threat of force.

“Cyberbullying” is the use of any electronic communication device to harass, intimidate, or bully.

“Retaliation” means any acts of, including but not limited to, harassment, intimidation, or bullying, ~~teen dating violence and acts of~~ or cyberbullying toward the victim, a person in response to an ~~student for~~ actually or apparently reporting or, or ~~participating~~ participation in the investigation of, harassment, intimidation, or bullying, ~~teen dating violence,~~ ~~and acts of~~ cyberbullying, or retaliation.

Reporting

The building administrator or designee will take reports and conduct a prompt investigation of any report of an act of harassment, intimidation, or bullying, ~~and acts of~~ cyberbullying, or teen dating violence. Any employee who has knowledge of conduct in violation of this policy shall immediately report ~~his/her~~ concerns to the building administrator or designee who has overall responsibility for all investigations. Any employee who has knowledge of incidents of teen dating violence that took place on district property, at a district-sponsored activity, or in a ~~district vehicle or~~ vehicle used for ~~transporting students to a district activity,~~ district-provided transportation shall immediately report the incident to the building administrator or designee. Failure of an employee to report an act of harassment, intimidation, or bullying, teen dating violence, or ~~an act of~~ cyberbullying to the building administrator or designee may be subject to remedial action, up to and including dismissal. Remedial action may not be based solely on an anonymous report.

Any student who has knowledge of conduct in violation of this policy or feels ~~he/she has~~ they have been harassed, intimidated, or bullied, ~~been~~ a victim of teen dating violence ~~and~~ or acts of being cyberbullied in violation of this policy is encouraged to immediately report ~~his/her~~ their concerns to the building administrator or designee, who has overall responsibility for all investigations. Any volunteer who has knowledge of conduct in violation of this policy is encouraged to immediately report ~~his/her~~ their concerns to the building administrator or designee, ~~who has overall responsibility for all investigations.~~ ~~This A~~ report from a student or volunteer may be made anonymously. A student or volunteer may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

~~Complaints~~ Reports against the principal shall be filed with the superintendent. ~~Complaints~~ Reports against the superintendent shall be filed with the Board chair.

The ~~complainant~~ person who makes the report shall be notified ~~of the findings of~~ when the investigation has been completed and, as appropriate, ~~that~~ the findings of the investigation and any remedial action that has been taken. The ~~complainant~~ person who made the report may request that the superintendent review the actions taken in the initial investigation, in accordance with administrative regulations and district complaint procedures.

Training and Education

The district shall incorporate, into existing regular training programs for students, information related to the prevention of, and the appropriate response to, acts of harassment, intimidation, or bullying, and ~~acts of~~ cyberbullying and this policy.

The district shall incorporate age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grade 7 through 12.

The district shall incorporate into existing training programs for staff information related to the prevention of, and the appropriate response to, acts of harassment, intimidation, ~~or~~ bullying, teen dating violence, domestic violence, and ~~acts of~~ cyberbullying and this policy.

Notice

The superintendent shall be responsible for ensuring annual notice of this policy is provided in a student or ~~employee~~ staff handbook, school and district website, and school and district office and the development of administrative regulations, including reporting and investigative procedures.

Domestic violence posters provided by the Oregon Department of Education (ODE) shall be posted in clearly visible locations on school campuses in accordance with rules adopted by ~~the~~ ODE.

END OF POLICY

Legal Reference(s):

ORS 107.705	ORS 332.107	OAR 581-021-0045
ORS 166.065	ORS 339.240	OAR 581-021-0046
ORS 166.155 - 166.165	ORS 339.250	OAR 581-021-0055
ORS 174.100(7)	ORS 339.254	OAR 581-022-2310
ORS 332.072	ORS 339.351 - 339.368	OAR 581-022-2370

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2012).

Cross Reference(s):

GBN/JBA - School District
JBA/GBN - Sexual Harassment
JFCM - Threats of Violence

Prohibited Use, ~~Possession~~, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems**

~~It is the district's obligation to protect the health, welfare and safety of students. To be consistent with Oregon law, and district curriculum, student possession, use, distribution or sale of tobacco products or inhalant delivery systems in any form on district premises, at school-sponsored activities, on or off district premises, on all district grounds, including parking lots, in district-owned, rented or leased vehicles or otherwise, or while a student is under the jurisdiction of the district, is prohibited.~~

~~The use, distribution or sale of tobacco products or inhalant delivery systems by staff and all others is prohibited on district premises, in any building or facility, on district grounds, including parking lots, in any vehicle owned, leased, rented or chartered by the district, school or public charter school and at all school-sponsored activities.~~

~~For the purpose of this policy, "tobacco products" is defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, or clove cigarette, and any other smoking product, spit tobacco (also known as smokeless, dip, chew, snuff, in any form). This does not include products that are USFDA-approved for sale as a tobacco cessation product or other therapy products used for the purpose of cessation for any other therapeutic purpose, if marketed and sold solely for the approved purpose.~~

~~For the purpose of this policy, "inhalant delivery system" means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device; or a component of a device or a substance in any form sold for the purpose of being vaporized or aerosolized by a device, whether the component or substance is sold or not sold separately. This does not include products that are USFDA-approved for sale as a tobacco cessation products or other therapy products for any other therapeutic purpose, if marketed and sold solely for the approved purpose.~~

~~Violation of this policy will lead to appropriate disciplinary action up to and including expulsion for students. When considering disciplinary action for a student with disabilities, the district must follow the requirements of Board policy JGDA/JGEA - Discipline of Students with Disabilities, including those involving functional behavioral assessment, change of placement, manifestation determination and an interim alternative educational setting. Community or school service may be required. A referral to law enforcement may be made. Parents will be notified of all violations involving their student and subsequent action taken by the school. Information about cessation support and/or tobacco education programs and how students can access these programs will be provided. At the discretion of the principal, attendance and completion of such programs, or successful completion of a behavior modification plan, may be allowed as a substitute for, or as part of student discipline.~~

~~Violation of this policy by staff will result in discipline up to and including dismissal.~~

~~Violation of this policy will lead to appropriate disciplinary action up to and including expulsion for students. When considering disciplinary action for a student with disabilities, the district must follow the~~

~~requirements of Board policy JGDA/JGEA—Discipline of Students with Disabilities, including those involving functional behavioral assessment, change of placement, manifestation determination and an interim alternative educational setting. Community or school service may be required. A referral to law enforcement may be made. Parents will be notified of all violations involving their student and subsequent action taken by the school. Information about cessation support and/or tobacco education programs and how students can access these programs will be provided. At the discretion of the principal, attendance and completion of such programs, or successful completion of a behavior modification plan, may be allowed as a substitute for, or as part of student discipline. (duplicate of previous paragraph)~~

Violation of this policy by ~~nonstudents~~ **the public** may result in the individuals removal from district property. The district reserves the right to restrict access to district property by individuals who are repeat offenders.

~~This policy shall be enforced at all times.—The superintendent will develop administrative regulations as needed to implement this policy.~~

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 336.227](#)

[ORS 339.883](#)

[ORS 431A.175](#)

[ORS 433.835 to -433.990](#)

[OAR 581-021-0110](#)

[OAR 581-053-0230\(9\)\(s\)](#)

[OAR 581-053-0330\(1\)\(m\)](#)

[OAR 581-053-0430\(12\)](#)

[OAR 581-053-0531\(11\)](#)

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2017).

Cross Reference(s):

~~GBK/JFCG/KGC - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
JFCG/KGC/GBK - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems~~

Corrected 3/01/18



North Santiam School District
2019-2022

VISION

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

MISSION STATEMENT

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

GUIDING PRINCIPLE

DO WHAT IS BEST FOR ALL KIDS

DISTRICT GOALS

- 1. ENSURE THAT EACH STUDENT HAS THE OPPORTUNITY TO ACHIEVE EXCELLENCE THROUGH MEASURABLE PROGRESS AND PERSONAL GROWTH EACH YEAR**
- 2. PROVIDE SUSTAINABLE, QUALITY FACILITIES AND PROMOTE POSITIVE SCHOOL CLIMATES**
- 3. PROMOTE STUDENT AND STAFF INVOLVEMENT IN THE COMMUNITY AND INVOLVE THE COMMUNITY IN OUR SCHOOLS**
- 4. RECRUIT, DEVELOP, VALUE, AND RETAIN HIGH QUALITY STAFF**

BOARD GOALS

- 1. OFFER THE MOST COMPREHENSIVE PROGRAM POSSIBLE FOR STUDENTS AND THE APPROPRIATE STAFFING TO SUPPORT OUR COMMITMENT TO DOING WHAT IS BEST FOR ALL KIDS**
- 2. CELEBRATE THE SUCCESSES OF THE DISTRICT & 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**



BOARD GOALS & STRATEGIES 2021-2022

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

In preparing the Board Goals, a comprehensive program was defined as including academics and the common core, with a high level of career and college prep opportunities, science, technology, engineering, the arts and an excellent and diverse co-curricular program with opportunities to engage a wide variety of student interests.

Equity in the North Santiam School District will not be confused with equality where all students are treated the same. Equity will be attained when the achievements of our historically underserved students match the outcomes of students in the prevalent population, when at-risk groups increase in capacity and influence and when barriers to student success have been mitigated or eliminated.

Goal #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

Strategies:

1. Support, through policy and resources, District efforts to ensure all students are on track to progress academically, culminating in graduation.
2. Support, through staffing and resources, District efforts to provide the most comprehensive programs and facilities possible.
3. Provide budgetary and policy support to continue to update curriculum and expand the use of technology in the classroom with a constant target to have a general fund reserve amount equaling 7% of the total budget.

Goal #2: Celebrate successes of the District and Community

Strategies:

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

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

Strategies:

1. Regularly review academic and behavioral data in order to consider the need for additional budgetary support.
 - a. Regular reports and presentations from District staff/administration.
 - b. Periodic presentations from students on the effectiveness of programs, services and/or activities.
 - c. Actively seek input from parents and other stakeholders on the effectiveness of programs, services and/or activities.
 - d. Regularly review progress of goals and strategies at board meetings.
2. Ensure a high level of student engagement in co-curricular activities by monitoring student group data for equitable participation.
3. Provide budgetary support for a district-wide survey of stakeholders (staff, students, parents, community members) regarding school culture and leadership to consider policy adjustments in support of safe and optimal learning environments.
4. Review policies and procedures to ensure all students have equitable access to every program sponsored by the District.
5. Expect and support HR practices that foster transparency in hiring and retaining high quality staff for all aspects of district programs.

Goal #4: Build and sustain dynamic relationships with our stakeholders through proactive communication exchanges

Strategies:

1. Regularly review information on the broad effectiveness of communications using technology and/or social media.
2. Expect, support and resource effective methods to provide all stakeholders and other interested parties with timely information about District programs, students, activities and staff.
3. Seek and listen to the opinions of stakeholders regarding policy updates.
4. Seek professional development to increase knowledge and skills regarding effective board governance including, but not limited to, community engagement, equity and excellence in education.

January 2022 Field Trip Report

Trip ID	Trip Name	Departure Date Time	Departing Location	Return Date Time	Students	Adults	Trip Destination	Educational Objectives	Organization
1112	Northwest Ag Show	1/13/2022 8:30:00 AM	Stayton High School	1/13/2022 1:30:00 PM	20	1	Oregon State Fair grounds Salem, OR	students will observe local businesses and be able to gain job and career	FFA
1111	FFA Creed Freshman Night	12/15/2021 3:00:00 PM	Stayton High School	12/15/2021 8:00:00 PM	5	1	Woodburn HS 1785 N Front St		FFA
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



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)