



North Santiam School District
1155 N 3rd Ave - Stayton, OR 97383
www.nstantiam.k12.or.us

2023-24 Board of Directors

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

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

Student Representatives to the Board, Benjamin Perez & Lucas Joyce

Superintendent, Lee W. Loving

Director of Business & Fiscal Services, Rhonda Allen

Director of Human Resources, Danielle Blackwell

Director of Teaching & Learning, Nicole Duncan

Interim Director of Special Programs, Jeri Harbison-Jones

Director of Nutrition Services, John Barnes

Director of Safety, Security and Health Services, Gary Rychard

Director of Facilities, Dave Parsons

Superintendent/School Board Executive Assistant, Tonia Whisman

Regular Session

Thursday, October 20, 2022 ~ 6:00 PM

NSSD District Office/Santiam Room

1155 N 3rd Ave

Stayton, OR 97383

<https://youtu.be/4xXnk6PegFY>

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

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 livestream on YouTube. On the agenda is a place for public comment. Those attending in-person that wish to address the Board during this time must complete a public comment request available near the room entrance prior to this point in the agenda. Those attending virtually must have registered online prior to 4:00 pm in order to receive the Zoom meeting link.

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 anyone wishing to communicate a complaint of this manner to follow the proper administrative process in Board policy KL (Public Complaints). This information is available on the District website.

ACKNOWLEDGEMENT OF BOARD MEMBERS PRESENT: ALISHA OLIVER

PLEDGE OF ALLEGIANCE: ALISHA OLIVER

2. AGENDA APPROVAL

Any changes to the agenda after posting on October 14, 2022 will be acknowledged:

Added Attachments-

*4.3- Sept 2022 Board Financial Report

*4.4- Categorized 2021-22 Div. 22 Standards District Internal Tracking Sheet

*10.1-Oct 2022 Fieldtrips Board Report

Revised Attachments-

*10.2 - October 2022 Enrollment Totals 10.18.22

RECOMMENDED MOTION- AGENDA APPROVAL

Motion that the Board approves the meeting agenda as modified.

3. STUDENT BUSINESS

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

4. REPORTS

4.1. **Student Resource Officer (SRO) Presentation** 7

Supt. Loving and Stayton PD Captain Gwen Johns will give a joint presentation regarding a proposal for a school resource officer program.

10.20.2022 - NSSD School Resource Officer Presentation 7

4.2. **Superintendent's Report: Lee W. Loving**

This standing agenda item is for the Board to receive a monthly report from the Superintendent.

4.3. **Business Director's Report: Rhonda Allen** 23

This standing agenda item is for the Board to receive the monthly financial report from the Director of Business & Fiscal Services as well as other information relating to that department. In addition to the monthly financial report, she will present her findings regarding the budget appropriation resolution that the Board passed on August 18, 2022.

Sept2022 Board Financial Report 23

Financial Report October Board Meeting 33

2 4.4. **Division 22 Assurance of 2021-22 Compliance Report** 39

School Districts must report compliance for the preceding school year with all state standards set forth in Oregon Administrative Rules 581-022-2305, Division 22. Before November 1, districts must present a compliance report to their school board in an oral presentation at an open public meeting, allowing for public comment, and post the report on the district’s webpage. Districts must use the report form provided by the Department of Education and submit it (to ODE) on or before November 15th. The draft report has been attached to the meeting materials.

Once the presentation is complete, the meeting will be open to receive public comment on the topic of Division 22 compliance only.

Categorized 2021-22 Division 22 Standards District Internal Tracking Sheet 39

4.5. Assoc. Supt. Report: Dave Bolin 60

This standing agenda item is for the Board to receive regular reports from the Assoc. Supt. regarding the Student Success Act, Curriculum & Instruction, Professional Development, Grants and other topics relating to student services.

Topics for October are intended to include: SIA Annual Report, NSSD Suicide Prevention Plan review, equity work update and a review of the professional development that occurred on the state-wide teacher in-service day on Oct. 14, 2022.

10.20.2022 Assoc Supt Board Report 60

4.6. Licensed Union Report

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

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 will 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 relationship to the District. 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.

6.1. Approval of Meeting Minutes 107

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

09.15.22 Regular Session Minutes-DRAFT 107

9.28.22 - Special Session Minutes-DRAFT 113

6.2. Approval of New Hires 115

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)

Neila Kennedy -SHS/FFA Leadership Class & FFA Advisor

Retirements

Jeri Harbison - ML Principal> effective 11/1/22

(working remainder of '22-'23)

License Hires (Board Report).xlsx - Table 1

115

6.3. *Approval of Contract-Keller Rohrback LLP/WESD*

116

Approval of this consent agenda item will result in the District entering into a contract with Keller Rohrback, LLP, and WESD for the legal services, described in the attached contract, relating to potential claims against the manufacturers and wholesalers of e-cigarettes and related products. Approval will also result in a delegation of decision-making authority to the Superintendent such that the Superintendent can make key decisions in connection with anticipated litigation pursuant to the contract. The Superintendent will report the results of such services to the board in the future. Approval of this contract is not expected to result in any cost to the district. It is anticipated that approval of this contract will generate resources that the district may apply to student services.

Retainer Agreement_Keller_WESD_09.08.2022.Final_North Santiam

116

6.4. *Action on Consent Agenda*

RECOMMENDED MOTION-CONSENT AGENDA

Motion that the Board approves the Consent Agenda as [presented] [modified].

7. UNFINISHED BUSINESS

7.1. *Approval of 2022-23 Supt. Eval. Document*

121

The Board will review the suggested edits to the document made during the New Supt. Transition Work Session on Sept. 28, 2022 and consider final approval.

POSSIBLE MOTION-22-23 SUPT. EVALUATION

Motion to approve the 2022-23 Superintendent Evaluation Form as [presented] [modified].

2022-23 DRAFT Supt Eval

121

7.2. *Policy Updates Review/2nd Reading*

134

The following policies were submitted for a 1st Reading in September. They are being brought back for further review and possible adoption.

IGBI-Bilingual Education

JB- Equal Educational Opportunity

DJC- Bidding Requirements

LBEA-Resident Student Denial for Virtual Public Charter School Attendance

RECOMMENDED MOTION-POLICY UPDATES

Motion to approve the included policies as [presented] [modified].

DJC- Bidding Reqs - 09.15.22

134

IGBI-Bilingual Education 9.15.22

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4 JB Equal Educational Opportunity 09.15.22

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8. NEW BUSINESS

8.1. **Rescindment of Resolution 081822A**

Based upon the Business Director's report in agenda item 4.3, the Board will be asked to rescind Resolution 081822A which was approved in August 2022. It authorized the transfer of a budget appropriation in the general fund of the 2021-22 budget in the amount of \$800,000.

RECOMMENDED MOTION-RESCINDMENT

Motion that the Board rescinds Resolution 081822A passed on August 18, 2022.

8.2. **Policy Updates/1st Reading**

140

The following policy has been included for a 1st Reading. It will be brought back for further review and possible adoption at the next Regular Session Board meeting. SHS Principal Vicky Storey will present information regarding the new off-campus program that is being piloted.

JEFA - Closed Campus

JEFA -Closed Campus D2

140

8.3. **School Resource Office Program (SRO)**

Based on the presentation earlier in the meeting, the Board will discuss whether they are ready to move forward with a motion to submit a formal proposal to the Stayton Police Department.

9. RECURRING ITEMS

9.1. **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.

9.2. **Board Reflection**

This standing agenda item has been added to allow the Board to collectively reflect upon statements made during public comment or topics covered during Reports.

9.3. **Board Reports/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:

10. INFORMATION ONLY

10.1. **Field Trip Report:**

141

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. Any overnight stays are indicated in red.

Oct 2022 Fieldtrips Board Report

141

10.2. Student Enrollment:

144

Current District enrollment is approximately 2,116. Numbers for each school are listed below. Refer to the attachment for a breakdown by grade at each location.

Mari-Linn: 185

Sublimity: 363

Stayton Elementary: 339

Stayton Intermediate/Middle: 449

(SIS:184 SMS:265)

Stayton High: 697

Options Academy:53

October 2022 Enrollment Totals 10.18.22

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10.3. Future Agenda Items:

146

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 rev 9.22

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10.4. Upcoming Board Events & Activities:

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

October 26, 2022 - Soup with the Supt
5:30-6:30 pm ~ Stayton Elementary Cafeteria

November 3, 2022 - Special Session Board Meeting
5:30 pm ~ Santiam Meeting Room

November 17, 2022 - Special Session Board Meeting
4:00-5:30 pm ~ Santiam Meeting Room

November 17, 2022 - Regular Session Board Meeting
6:00 pm ~ Santiam Meeting Room

November 30, 2022 - Soup with the Supt
5:30-6:30 ~ Old Mehama School

11. ADJOURN

Time:

School Resource Officer Proposal

- NSSD & City Agreement Purpose, Obligations, Responsibilities
 - SRO Selection Process, Evaluation & Removal
 - SRO Duties, Responsibilities & Role in Schools
 - School/Student Specific Training
 - Calendar & Hours
 - Salary, Benefits, & Expenses
 - General Terms: Indemnity, Insurance, Liability, Renewal



School Resource Officer Proposal

- NSSD & City Agreement Purpose, Obligations, Responsibilities
 - Purpose:
 - Foster positive relationships with students
 - Promote safe learning environments in schools
 - Support school staff in developing strategies to resolve issues.
 - Assist in creating the conditions that will help all students and staff to feel and be safe.



School Resource Officer Proposal

- NSSD & City Agreement Purpose, Obligations, Responsibilities
 - **Obligations & Responsibilities:**
 - **NSSD**
 - Will follow agreement in its entirety.
 - **City of Stayton**
 - Provide one uniformed police officer to the NSSD Campuses to fulfill agreed upon purpose.
 - Will follow agreement in its entirety.



School Resource Officer Proposal

- SRO **Selection Process**, Evaluation & Removal
 - Chief of Stayton Police Department will make the SRO appointment in agreement with the NSSD Superintendent.
 - All applicants must
 - be a certified police officer
 - minimum of three years of officer experience
 - Demonstrate knowledge, experience, training, education, appearance, positive attitude, ability to work effectively with youth, possess effective communication skills.



School Resource Officer Proposal

- SRO Selection Process, **Evaluation** & Removal
 - Stayton Police Department will be responsible for the annual evaluation of the SRO
 - SPD will maintain regular communication with school principals to monitor performance.
 - SPD will seek input from NSSD administrators regarding the annual SRO evaluation.



School Resource Officer Proposal

- SRO Selection Process, Evaluation & Removal
 - NSSD principals can recommend SRO removal to the NSSD Superintendent. The Superintendent can request removal to SPD.
 - SPD Chief of Police may replace SRO based upon performance issues.
 - In the event of an SRO resignation, dismissal, or reassignment the SPD will provide a temporary replacement within 30 school days.
 - If there is a long term SRO vacancy, the SPD shall provide the
- ¹² NSSD a prorated payment amount the following school year.



School Resource Officer Proposal

- SRO **Duties**, Responsibilities & Role in Schools
 - To establish positive rapport and relationships with and mentor students.
 - To establish positive rapport with families, school staff, and administrators.
 - To support programs benefiting students, the NSSD, and the SPD.
 - To be a positive role model for students and adults.
 - To provide safety for students, faculty, staff, and all persons involved with the district.
 - To assist and advise school personnel in investigations regarding school discipline.
 - To investigate criminal offense(s) committed by juveniles and young adults.



School Resource Officer Proposal

- SRO Duties, **Responsibilities & Role in Schools**
 - Wear a police uniform or police logos polo at all times.
 - Check-in each morning with campus principal or designee.
 - Visit each school every week, randomly.
 - As requested, be willing to be a guest speaker in classes and to families.
 - Act as communication liaison between NSSD and SPD.
 - Provide informational trainings to staff regarding, tobacco, alcohol, drugs, violence prevention, and safety.
 - Gather information as needed.
 - Provide limited counseling to students, parents and staff, as necessary.



School Resource Officer Proposal

- SRO Duties, **Responsibilities & Role in Schools**
 - Advise school personnel of violations of school policy
 - Refer students and/or family to helpful resources.
 - Will not act as school disciplinarian.
 - Provide assistance in cases of irregular attendance amongst students.
 - Will serve as a consultant on students issues, but should not replace school counselor.
 - Will intervene as a law enforcement officer when necessary to prevent violence, breach of the peace, personal injury, or loss of property.
 - Perform other duties as mutually agreed upon by NSSD and SPD.



School Resource Officer Proposal

- School/Student Specific Training
 - SRO will attend Teacher/Staff Inservice Week annually as scheduled on NSSD calendar.
 - SRO will attend school AVID training annually, as invited by NSSD.
 - SRO will work toward a proficient understanding of key effective teaching and learning practices.
 - SRO will attend other educational trainings as mutually agreed upon by NSSD and SPD.



School Resource Officer Proposal

- Calendar & Hours
 - SRO will work in schools on all calendared school days.
 - The normal work schedule will be 40 hours per week and include working on campus from 7:30am-3:30pm, or 8:00am-4:00pm as needed.
 - SRO will be expected to attend designated after school activities as needed. If the SRO is unavailable for any reason, the SPD may assign other officers, as needed.
- 17- On days when school is not in session the SPD may assign the SRO as needed.



School Resource Officer Proposal

- Salary, Benefits, & Expenses for SRO
 - The **NSSD** will be responsible to:
 - pay up to 80% of the SRO salary & Benefits (approx. \$96,000 for the 2023-24 school year).
 - The **City of Stayton** will be responsible to:
 - pay the remaining 20% of the SRO salary and benefits.
 - payroll processes.
 - transportation.
 - any other work-related expenses required to perform their duties while in schools.



School Resource Officer Proposal

- General Terms: **Indemnity**, Insurance, **Liability**, Renewal
 - The SPD agrees to hold harmless, waive release, indemnify, defend and discharge the NSSD from all liability and claims arising from the actions of the SRO.
 - The NSSD agrees to hold harmless, waive release, indemnify, defend and discharge the SPD from all liability and claims arising from the actions of its employees.



School Resource Officer Proposal

- General Terms: Indemnity, **Insurance**, Liability, Renewal
 - The SPD and the NSSD shall each obtain and keep comprehensive general bodily injury and property damage liability insurance with a limit of \$10,000,000.



School Resource Officer Proposal

- General Terms: Indemnity, Insurance, Liability, **Renewal**
 - This agreement shall be in full effect for three years, from August 1, 2023 to July 31, 2026.
 - This agreement can be renewed for another three years by mutual agreement of both parties by April 30, 2026.



School Resource Officer Proposal

Questions?

- NSSD & City Agreement Purpose, Obligations, Responsibilities
 - SRO Selection Process, Evaluation & Removal
 - SRO Duties, Responsibilities & Role in Schools
 - School/Student Specific Training
 - Calendar & Hours
 - Salary, Benefits, & Expenses
- ²² General Terms: Indemnity, Insurance, Liability, Renewal



Superintendent
Lee W. Loving



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503.769. 6924
Fax: 503.769. 3578

September 12, 2022

TO: North Santiam SD Board of Directors
FROM: Rhonda Allen, Business Director
RE: September 30, 2022 Financial Statements

Board Members,

Attached you will find the 2022-23 financial statements through September 30, 2022. These statements include the General Fund Statement of Revenues Budget vs. Actual, General Fund Statement of Expenditures Budget vs. Actual, Food Service Statement of Revenue and Expenditures Budget vs. Actual, and total Appropriations for the year.

The General Fund statements include the actual revenues and expenditures from July 1, 2022, through September 30, 2022, and projections through June 30, 2023. The estimated General Fund Ending Fund Balance is \$4,765,117. Contingency and Unappropriated Ending Fund Balance make up \$1,300,000 of the Fund Balance total. The Ending Fund Balance for FY22-23 is based on unaudited estimates for FY21-22 carryover.

The September forecast reported a revenue increase resulting in a personal and corporate kicker. Below is additional information regarding the kicker refunds and how that will impact k-12 funding. The next revenue forecast will be available at the end of November.

EFFECT ON 2% KICKER

(\$ Million)				
Revenue Source	Close of Session	2% Kicker Threshold	September 2022 Forecast	Amount +/- Kicker Threshold
Personal & Other	22,056.4	22,497.6	25,517.8	3,020.3
Corporation***	1,321.3	1,347.7	2,425.9	1,078.2

*** As per the AG, the corporate kicker calculation excludes the minimum tax paid by S-corporations because it is a flat tax.

KICKER REFUNDS IMPLIED BY FORECAST	
PERSONAL:	A personal kicker of \$3,461.4 million is projected for 2023.
CORPORATE:	Corporate tax revenue of \$1,104.6 million is projected to be dedicated to K-12 education spending in 2023-25.

North Santiam Schools ~ We Change Kids' Lives!
www.nstantiam.k12.or.us
communications@nsantiam.k12.or.us

The final audit for FY21-22 is October 19-21st. Accuity is the audit firm; the lead auditors will be Glen Kearns and Kori Sarrett.

Current Enrollment Totals:

As of 10-12-2022

School	K	1-5	6-8	9-12	TOTALS
Mari-Linn School	22	96	67		185
Stayton Elementary	73	250			323
Sublimity	32	200	131		363
Stayton Intermediate		184			184
Stayton Middle			265		264
Stayton High				698	698
NSSD Options Academy		1	3	79	83
GRAND TOTAL	127	731	466	777	2101

**** General Purpose Grant per Extended ADMw = \$9,309**

****SSF estimate based on ADMr of 2023 (extended ADMw 21-22)**

****Current enrollment of 2101 would generate approximately \$727K additional revenue for the district if it remains consistent.**

North Santiam’s investments are held in the Local Government Investment Pool. Investments total \$10,575,919, yielding 1.84% through September 30, 2022.

Please let me know if you have any questions or concerns regarding these statements.

EQUAL OPPORTUNITY EDUCATOR AND EMPLOYER

Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of race, color, national origin, religion, sex, age, marital status, sexual orientation, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position. Superintendent, Andy Gardner has been designated to coordinate compliance with these legal requirements, including Title VI, Title VII, Title IX, and other civil rights or discrimination issues, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The Superintendent may be contacted at the District Office at 503-769-4928 for additional information and/or compliance issues.

North Santiam School District 29J
General Fund: Statement of Revenues Budget Vs. Actual
Fiscal Year 2022-23, As of 9/30/2022

	2022-23 Budget	Actual YTD Rev. 9/30/2022	Projected 6/30/2023	Total Estimated 2022-23	(Over)/Under Budget	2021-22 Budget	Actual YTD Rev. 6/30/2022
1000 Revenue From Local Sources							
1111 Current Year's Taxes	6,890,000	-	7,027,808	7,027,808	(137,808)	6,530,000	6,660,607
1112 Prior Year's Taxes	150,000	82,923	105,852	188,775	(38,775)	170,000	213,945
1114 Payments in Lieu of Property Taxes	-	70,447	-	70,447	-	-	-
1200 REV from Local Gov't Unit Other Than Districts	-	-	-	-	-	-	1,568
1510 Interest on Investments	100,000	42,239	39,712	81,950	18,050	140,000	114,731
1700 Fees	3,836	3,798	4,290	8,089	(4,253)	3,000	6,326
1910 Rentals	-	-	-	-	-	-	1,234
1960 Recovery of Prior Year Funds	-	-	-	-	-	-	2,886
1980 Fees Charged to Grants	100,000	-	129,144	129,144	(29,144)	150,000	193,716
1990 Miscellaneous	2,500	3,199	551	3,750	(1,250)	2,500	28,011
Total Revenue From Local Sources	\$ 7,246,336	202,606	7,307,357	7,509,963	(193,180)	6,995,500	7,223,024
2000 Revenue from Intermediate Sources							
2101 County School Funds	45,000	-	45,000	45,000	-	45,000	95,138
2102 General Education Service District Funds	600,000	-	600,000	600,000	-	600,000	600,000
2199 Intermediate Rev Heavy Equipment Tax	10,000	-	5,000	5,000	5,000	10,000	13,581
2800 Heavy Equipment Rent Tax	-	1,702	-	-	-	-	-
Total Revenue from Intermediate Sources	\$ 655,000	1,702	650,000	650,000	5,000	655,000	708,718
3000 Revenue From State Sources							
3101 State School Fund—General Support	15,489,954	5,150,353	10,302,249	15,452,602	-	15,533,461	13,978,671
3103 Common School Fund	218,710	-	262,672	262,672	-	226,889	241,057
3104 State Managed County Timber	250,000	26,565	223,435	250,000	-	250,000	1,708,583
3105 STATE SCH FUND PRIOR YRS ADJ	(150,000)	-	(150,000)	(150,000)	-	(150,000)	-
3107 State School Fund High Cost Disability	50,000	-	50,000	50,000	-	10,000	154,750
Total Revenue From State Sources	\$ 15,858,664	5,176,918	10,688,356	15,865,274	-	15,870,350	16,083,062
4000 Revenue From Federal Sources							
4801 Federal Forest Fees	10,000	-	10,000	10,000	-	10,000	-
Total Revenue From Federal Sources	\$ 10,000	-	10,000	10,000	-	10,000	-
5000 Revenue From Other Sources							
5110 Bond Proceeds	-	-	-	-	-	14,743,334	14,634,899
5400 Beginning Fund Balance	3,850,000	-	4,966,527	4,966,527	(1,116,527)	2,400,000	3,640,909
Total Revenue From Other Sources	\$ 3,850,000	-	4,966,527	4,966,527	(1,116,527)	17,143,334	18,275,807
Total Resources	\$ 27,620,000	\$ 5,381,227	\$ 23,622,240	29,001,764.20	(1,304,706.76)	40,674,184.00	42,290,611.01
				\$ 24,236,647			
				\$ 4,765,117			
				\$ 1,300,000			
				\$ 3,465,117			

North Santiam School District 29J
General Fund: Statement of Expenditures Budget Vs. Actual
Fiscal Year 2022-23, As of 9/30/2022

Expenditure Functions	2022-23 Budget	Actual YTD EXP 9/30/2022	Projected Expenditures 6/30/2022	Total Estimated 2022-23	(Over)/ Under Budget	2021-22 Budget	Actual YTD Exp. 6/30/2022
1000 Instruction							
1111 Elementary, K-5 or K-6	5,276,614	411,362	4,616,731	5,028,093	248,521	4,763,399	4,539,050
1120 AVID Instruction	8,500	538	5,266	5,803		8,000	5,462
1121 Middle/Junior High Programs	2,681,009	210,761	2,486,772	2,697,533	(16,524)	2,427,132	2,442,091
1122 Middle/Junior High School Extracurricular	150,314	17,162	74,732	91,894	58,420	163,906	100,204
1127 After School Program	15,000	-	6,062	6,062		15,000	6,062
1131 High School Programs	3,268,861	251,481	2,626,790	2,878,272	390,589	3,298,354	2,904,241
1132 High School Extracurricular	684,334	105,338	510,256	615,594	68,740	619,641	557,399
1150 Distance Learning	-	-	-	-		832	-
1220 Restrictive Pgms for Students w/Disabilities	1,515,409	132,607	1,119,010	1,251,616	263,792	1,848,320	1,526,577
1250 Programs for Students w/Severe Disabilities	682,971	60,824	560,401	621,225	61,747	667,056	606,748
1271 Remediation	347,159	19,077	346,489	365,566	(18,407)	239,653	252,360
1272 Title I-A	144,652	4,426	137,384	141,810	2,842	46,407	45,496
1280 Alternative Education	117,000	7,131	81,406	88,537	28,463	168,226	127,300
1285 District Alternative School Program	99,677	2,914	96,224	99,138	539	18,000	17,903
1291 English Second Language Programs	647,307	53,780	513,155	566,935	80,371	570,304	499,494
1292 Summer School, Middle/Jr High	8,100	-	-	-	8,100	8,100	-
Total Instruction	\$ 15,646,906	\$ 1,277,401	\$ 13,180,677	\$ 14,458,078	\$ 1,177,193	\$ 14,862,331	13,630,386
2000 Support Services							
2110 Attendance and Social Work Services	\$106,452	17,709	96,346	114,055	(7,603)	\$57,801.28	\$61,929.57
2113 Social Work Services	\$39,057	2,946	26,563	29,508	9,549	\$37,077.24	\$28,012.38
2115 Student Safety	\$36,300	5,013	10,908	15,921	20,379	\$36,000.00	\$15,789.51
2120 Guidance Services	\$178,239	24,088	35,772	59,860	118,379	\$261,818.17	\$87,929.24
2121 Service Area Direction		-	-	-		\$0.00	\$310.38
2134 Nurse Services	\$263,123	47,400	273,600	320,999	(57,876)	\$66,775.73	\$81,463.61
2143 Psychological Counseling Services	\$97,142	7,313	78,911	86,224	10,918	\$93,878.36	\$83,326.72
2152 Speech Pathology Services	\$158,963	9,476	96,503	105,979	52,984	\$157,740.35	\$105,163.74
2160 Other Student Treatment Services	\$94,856	7,823	84,533	92,357	2,499	\$87,917.74	\$85,601.58
2190 Service Direction, Student Support Services	\$369,364	104,903	276,056	380,958	(11,594)	\$372,333.84	\$384,021.25
2210 Improvement of Instruction Services	\$139,299	46,641	83,439	130,080	9,219	\$133,114.19	\$124,304.53
2213 Curriculum Development	\$125,200	30,344	9,526	39,869	85,331	\$126,700.00	\$40,347.11
2220 Educational Media Services	\$299,152	23,766	246,963	270,729	28,423	\$291,465.53	\$263,772.66
2230 Assessment and Testing	\$120,043	16,968	98,130	115,098	4,945	\$114,800.94	\$110,071.99
2240 Instructional Staff Development	\$21,045	1,621	7,013	8,635	12,411	\$31,032.00	\$12,732.14
2310 Board of Educatin Services	\$135,500	10,726	55,164	65,890		\$131,000.00	\$63,701.58
2320 Executive Administration Services	\$384,983	94,971	261,053	356,024		\$373,129.06	\$345,061.79
2410 Off of the Principal Services	\$2,065,552	452,584	1,576,029	2,028,613		\$1,925,912.35	\$1,891,470.71
2510 Direction of Business Support Services	\$224,584	60,113	133,825	193,938		\$210,303.60	\$181,606.22
2520 Fiscal Services	\$376,763	75,728	266,472	342,200	34,563	\$309,859.63	\$281,434.47
2528 Risk Management Services	\$265,000	251,693	26,285	277,978	(12,978)	\$230,000.00	\$241,264.00
2540 Operation and Maintenance of Plant Services	\$2,499,583	520,985	2,045,866	2,566,850	(67,267)	\$2,350,064.55	\$2,413,307.70
2550 Student Transportation Services	\$849,450	32,452	720,106	752,558	96,892	\$816,450.00	\$723,321.97
2558 Special Education Transportation Services	\$240,000	-	217,287	217,287	22,713	\$240,000.00	\$217,287.29
2626 Grant Writing	\$31,500	5,000	15,250	20,250	11,250	\$31,500.00	\$20,250.00

North Santiam School District 29J
General Fund: Statement of Expenditures Budget Vs. Actual
Fiscal Year 2022-23, As of 9/30/2022

Expenditure Functions	2022-23 Budget	Actual YTD EXP 9/30/2022	Projected Expenditures 6/30/2022	Total Estimated 2022-23	(Over)/ Under Budget	2021-22 Budget	Actual YTD Exp. 6/30/2022
2630 Information Services	\$55,521	5,428	47,512	52,941	2,580	\$67,379.67	\$64,248.26
2633 Public Information Services	\$25,000	-	-	-	25,000	\$32,500.00	\$0.00
2640 Staff Services	\$414,612	119,260	288,793	408,054		\$400,247.81	\$393,916.17
2660 Technology Services	\$653,809	179,316	399,097	578,413		\$601,297.16	\$531,957.02
Total Support Services	\$ 10,270,094	\$ 2,154,268	\$ 7,477,001	\$ 9,631,269	\$ 390,716	\$ 9,588,099	\$ 8,853,604
3000 Enterprise and Community Services							
3310 Direction of Community Services Activities	-	-	-	-		-	6,750
3360 Welfare Activity Services	\$10,700	-	-	-		10,700	-
Total Enterprise and Community Services	\$ 10,700	\$ -	\$ -	\$ -	\$ -	\$ 10,700	\$ 6,750
5000 Other Uses							
5110 Long Term Debt Service	\$77,300	\$3,437	\$73,863	\$77,300	\$0	\$119,720	\$119,720
5200 Transfers of Funds	\$70,000	-	\$70,000	\$70,000	\$0	\$50,000	\$50,000
5400 PERS Ual Lump Sum Payment to PERS			\$0			\$14,744,334	\$14,634,832
Total Other Uses	\$ 147,300	\$ 3,437	\$ 143,863	\$ 147,300	\$ -	\$ 14,914,054	\$ 14,804,552
6000 Contingencies							
6110 Operating Contingency	\$1,000,000	-	-	-	1,000,000	800,000	-
Total Contingencies	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 800,000	\$ -
7000 Unappropriated Ending Fund Balance							
7000 Unappropriated Ending Fund Balance	\$545,000	-	-	-	545,000	500,000	-
Total Unappropriated Ending Fund Balance	\$ 545,000	\$ -	\$ -	\$ -	\$ 545,000	\$ 500,000	\$ -
Total Requirements	\$ 27,620,000	\$ 3,435,106	\$ 20,801,541	\$ 24,236,647	\$ 3,112,910	\$ 40,675,184	\$ 37,295,292

North Santiam School District 29J
Food Service Fund: Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2022-23, As of 9/30/2022

	2022-23 Budget	Actual as of 9/30/2022	Encumbered as of 9/30/2022	Total Estimated 2022-23	(Over)/Under Budget	2021-22 Budget	Actual YTD Exp. 6/30/2022
REVENUE							
1600 Daily Sales	16,000	18,672	1,423	20,095	(4,095)	2,100	2,637
1630 Special Functions	500	-	-	-	500	800	-
1940 Services Provided Other LEA's	3,000	-	11,031	11,031	(8,031)	23,750	87,329
1990 Miscellaneous Revenue	5,500	220	10,896	11,116	(5,616)	4,550	9,196
3102 SSF - School Lunch Match	-	-	-	-	-	-	9,397
3299 Other Restricted Grants	-	-	-	-	-	15,000	-
4500 Federal Revenue Farm to School	12,000	-	12,000	12,000	-	-	(3,878)
4513 Child Nutrition Breakfast	308,000	-	308,000	308,000	-	-	263,387
4515 Child Nutrition Lunch	748,000	-	748,000	748,000	-	-	994,115
4525 Child Nutrition Summer Lunch	60,000	14,059	45,941	60,000	-	1,140,000	33,629
4910 USDA Commodities	85,000	-	85,000	85,000	-	70,000	-
4526 Federal Revenue Summer Lunch	-	1,472	-	1,472	(1,472)	-	2,819
5400 Beginning Fund Balance	160,000	-	445,022	445,022	(285,022)	43,800	121,825
TOTAL REVENUE	\$ 1,398,000	\$ 34,422	\$ 1,667,313	\$ 1,701,736	\$ (303,736)	\$ 1,300,000	\$ 1,520,456
EXPENDITURES							
Enterprise and Community Services							
3120-100 Salaries	407,714	56,812	322,936	379,748	27,966	368,562	417,740
3120-200 Payroll Costs	289,078	29,044	222,703	251,748	37,330	324,034	290,208
3120-300 Contracted Services	25,200	983	3,399	4,381	20,819	21,900	19,973
3120-410 Supplies and Materials	20,000	2,365	11,316	13,681	6,319	20,004	9,393
3120-415 USDA Commodities	85,000	-	85,000	85,000	-	70,000	-
3120-450 Food	509,508	59,656	297,719	357,375	152,133	429,000	390,004
3120-460 Non-Consumable	18,000	-	2,694	2,694	15,306	4,000	6,804
3120-470 Computer Software	4,000	-	3,940	3,940	60	3,500	3,940
3120-480 Computer Hardware	1,500	-	-	-	1,500	1,000	-
3120-540 Equipment Replacement	30,000	6,525	-	6,525	-	50,000	13,263
3120-640 Dues and Fees	8,000	3,784	3,318	7,102	-	8,000	3,602
TOTAL EXPENDITURES	1,398,000	\$ 159,168	\$ 953,025	\$ 1,112,193	\$ 261,433	\$ 1,300,000	\$ 1,154,927
Est Ending Fund Balance				\$ 589,543		\$ -	\$ 365,529

SEPT 2022

BREAKFAST	ML	SES	SIS/SMS	SHS	Sublimity	TOTAL All Schools	BBREAKFAST REVENUE - SEPT
Paid	678	876	1198	420	358	3530	\$1,765.00
Free	1270	1642	2245	713	206	6076	\$13,731.76
Reduced				74	73	147	\$332.22
TOTALS	1948	2518	3443	1207	637		\$15,828.98

LUNCH	ML	SES	SIS/SMS	SHS	Sublimity	TOTAL All Schools	LUNCH REVENUE - SEPT
Paid	787	1283	1746	1208	1755	6779	\$5,219.83
Free	1475	2404	3272	1957	835	9943	\$43,053.19
Reduced				142	99	241	\$1,043.53
TOTALS	2262	3687	5018	3307	2689		\$49,316.55

**TOTAL REVENUE
BREAKFAST AND
LUNCH** **\$65,145.53**

SEPT 2018

BREAKFAST	ML	SES	SIS/SMS	SHS	Sublimity	TOTAL All Schools	BBREAKFAST REVENUE - SEPT
Paid	749	1049	1163	284	171	3416	\$1,708.00
Free	1105	2254	2556	1077	405	7397	\$16,717.22
Reduced	241	564	587	334	52	1778	\$4,018.28
TOTALS	2095	3867	4306	1695	628		\$22,443.50

LUNCH	ML	SES	SIS/SMS	SHS	Sublimity	TOTAL All Schools	LUNCH REVENUE - SEPT
Paid	634	895	1279	1613	1384	5805	\$4,469.85
Free	1251	2896	4184	2485	915	11731	\$50,795.23
Reduced	331	733	933	815	226	3038	\$13,154.54
TOTALS	2216	4524	6396	4913	2525		\$68,419.62

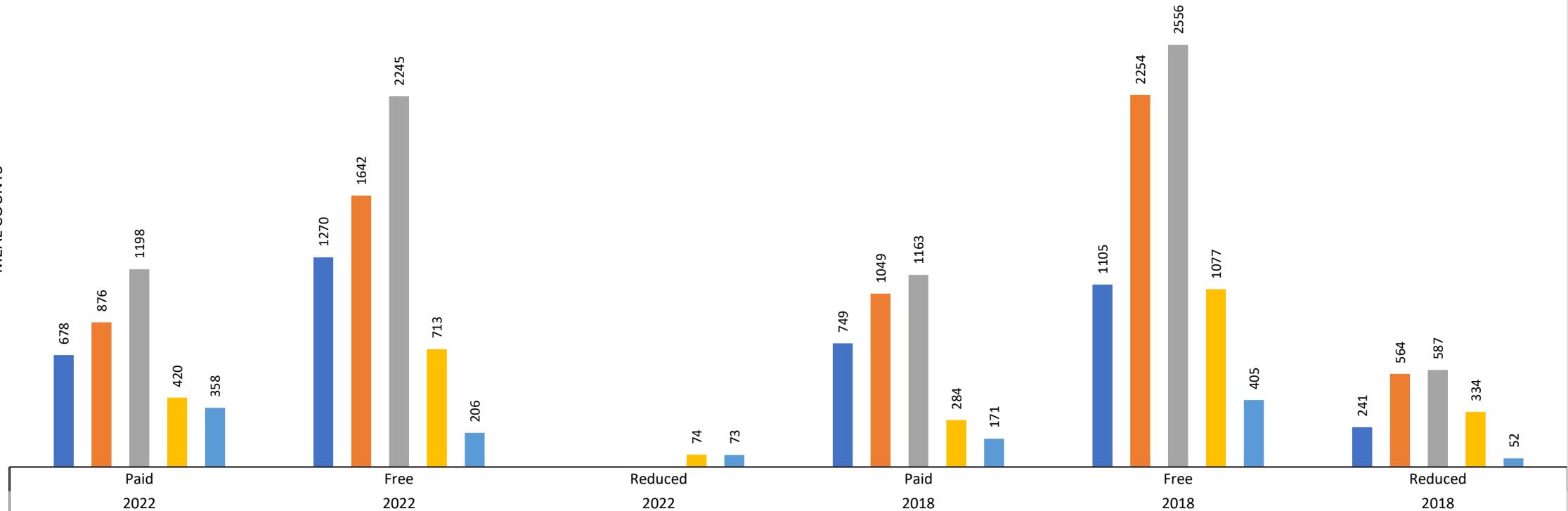
**TOTAL REVENUE
BREAKFAST AND
LUNCH** **\$90,863.12**

REVENUE DEFICIT **(\$25,717.59)**

BREAKFAST COUNTS SEPTEMBER 2018 VS SEPTEMBER 2022

■ ML ■ SES ■ SIS/SMS ■ SHS ■ Sublimity

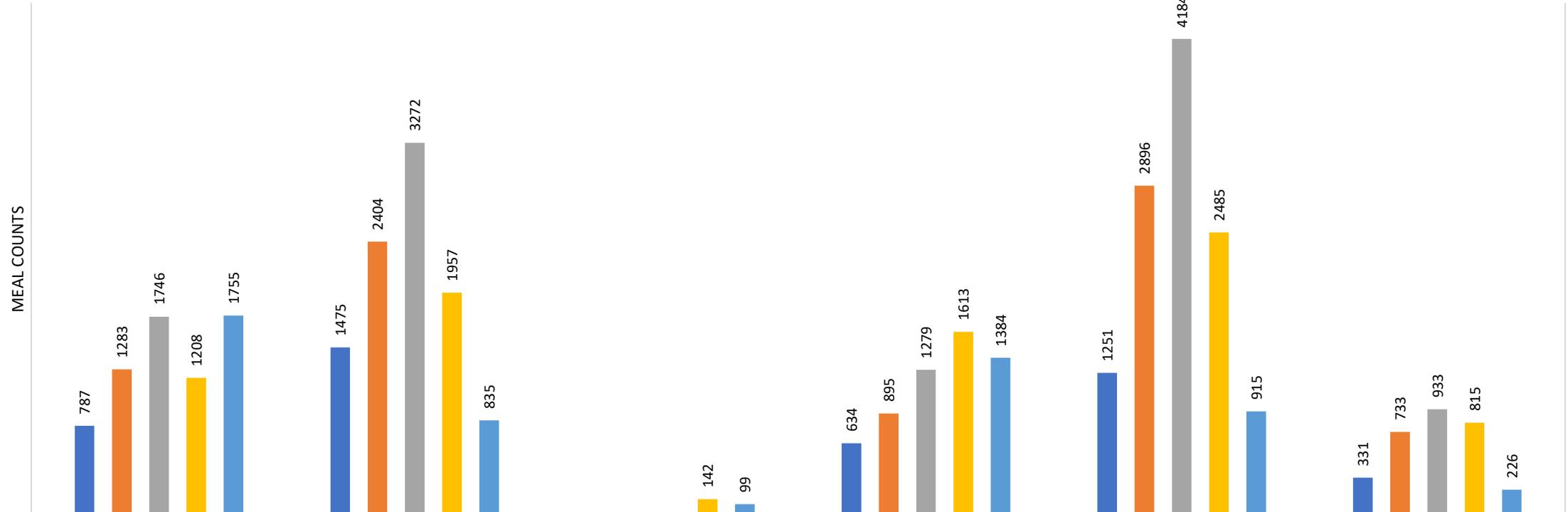
MEAL COUNTS



■ ML	678	1270		749	1105	241
■ SES	876	1642		1049	2254	564
■ SIS/SMS	1198	2245		1163	2556	587
■ SHS	420	713	74	284	1077	334
■ Sublimity	358	206	73	171	405	52

LUNCH COUNTS SEPTEMBER 2018 VS SEPTEMBER 2022

■ ML ■ SES ■ SIS/SMS ■ SHS ■ Sublimity



	Paid 2022	Free 2022	Reduced 2022	Paid 2018	Free 2018	Reduced 2018
■ ML	787	1475		634	1251	331
■ SES	1283	2404		895	2896	733
■ SIS/SMS	1746	3272		1279	4184	933
■ SHS	1208	1957	142	1613	2485	815
■ Sublimity	1755	835	99	1384	915	226

North Santiam School District 29J
Appropriations: Budget Vs. Actual
Fiscal Year 2022-23, As of 9/30/2022

	Appropriations	YTD	Encumbrances	Totals	Resolutions	(Over)/Under Budget
General Fund (100)						
1000 Instruction	\$ 15,646,906	\$ 1,277,401	\$ 11,872,933	\$ 13,150,334		\$ 2,496,572
2000 Support Services	\$ 10,270,094	\$ 2,154,268	\$ 6,684,257	\$ 8,838,525		\$ 1,431,569
3000 Community Services	\$ 10,700	\$ -	\$ -	\$ -		\$ 10,700
5100 Debt Service	\$ 77,300	\$ 3,437	\$ -	\$ 3,437	\$ -	\$ 73,863
5200 Transfers	\$ -	\$ -	\$ -	\$ -		\$ -
6000 Contingency	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Sub Total	\$ 27,005,000	\$ 3,435,106	\$ 18,557,190	\$ 21,992,296	\$ -	\$ 5,012,704
Special Revenue Funds (200)						
1000 Instruction	\$ 4,115,150	\$ 773,962	\$ 1,670,508	\$ 2,444,471		\$ 1,670,680
2000 Support Services	\$ 3,863,700	\$ 956,171	\$ 1,036,950	\$ 1,993,122		\$ 1,870,578
3000 Community Services	\$ 103,111	\$ 4,149	\$ 38,829	\$ 42,978		\$ 60,133
6000 Contingency	\$ 776,791	\$ -	\$ -	\$ -		\$ 776,791
Sub Total	\$ 8,858,752	\$ 1,734,282	\$ 2,746,288	\$ 4,480,570	\$ -	\$ 4,378,182
Food Service Funds (299)						
3000 Community Services	\$ 1,398,000	\$ 159,168	\$ 868,025			
Sub Total	\$ 1,398,000	\$ 159,168	\$ 868,025	\$ -	\$ -	\$ -
PERS Bond Debt Service (310.321.375)						
5100 Debt Service	\$ 4,411,600	\$ -	\$ -	\$ -		\$ 4,411,600
6000 Contingency	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Sub Total	\$ 5,911,600	\$ -	\$ -	\$ -	\$ -	\$ 5,911,600
Facilities (400,401,420,425,426,430,448)						
2000 Support Services	\$ 194,311	\$ -	\$ -	\$ -		\$ 194,311
4000 Facilities Acquisition	\$ 3,099,560	\$ 93,835	\$ 260,652	\$ 354,486		\$ 2,745,074
5110 Debt Service	\$ 34,900	\$ 16,828	\$ -	\$ -		
6000 Contingency	\$ 300,000	\$ -	\$ -	\$ -		\$ 300,000
Sub Total	\$ 3,628,771	\$ 110,663	\$ 260,652	\$ 354,486	\$ -	\$ 3,239,385
Internal Service Funds (600)						
2000 Support Services	\$ 100,000	\$ 210	\$ 630	\$ 840		\$ 99,160
6000 Contingency	\$ 270,000	\$ -	\$ -	\$ -		\$ 270,000
Sub Total	\$ 370,000	\$ 210	\$ 630	\$ 840	\$ -	\$ 369,160
Trust and Agency Fund (700)						
2000 Support Services	\$ 25,000	\$ 3,750	\$ -	\$ 3,750		\$ 21,250
Sub Total	\$ 25,000	\$ 3,750	\$ -	\$ 3,750	\$ -	\$ 21,250
Total Appropriations	\$ 47,197,123	\$ 5,443,179	\$ 21,564,130	\$ 26,827,352.61	\$ -	\$ 20,369,770
Total Unappropriated	\$ 545,000	\$ -	\$ -	\$ -	\$ -	\$ 545,000
TOTAL	\$ 47,742,123	\$ 5,443,179.40	\$ 21,564,129.75	\$ 26,827,352.61	\$ -	\$ 20,914,770

Resolution 081822A

Authorization to Transfer Appropriations

**Superintendent
Andrew Gardner**



**1155 N 3rd Avenue
Stayton, Oregon
97383**

Phone: 503-769-6924

**RESOLUTION TO AUTHORIZE APPROPRIATION TRANSFER
100 GENERAL FUND – 2021-22 BUDGET
August 18, 2022
RESOLUTION 081822A**

WHEREAS, the Board of Directors for the North Santiam School District hereby authorizes the transfer of a budget appropriate in the general fund as follows

APPROPRIATION REQUEST

Reduce 100 Fund 6000 Planned Reserve Function by	\$800,000
Increase 100 Fund 5200 Transfer Function by	\$800,000

PURPOSE – To transfer unexpended one time funds out of the general fund into the Board Rainy Day Reserve and the Capital Projects Reserve.



Supplemental Budget

<u>Supplemental Budget Resolution 081822A</u>				
General Fund	Budget	YTD	Resolution	Budget Balance
6000 Contingency	\$800,000.00	\$0.00	(\$800,000.00)	\$0.00
5200 Transfers	\$0.00	\$0.00	\$800,000.00	\$800,000.00

General Fund Transfers	Trfr Amt	Ending Fund Balance
5200 Transfer to Board Reserve	\$224,000.00	\$1,000,791.07
5200 Transfer to Capital Improv	\$576,000.00	\$2,911,684.10



ORS 294.471

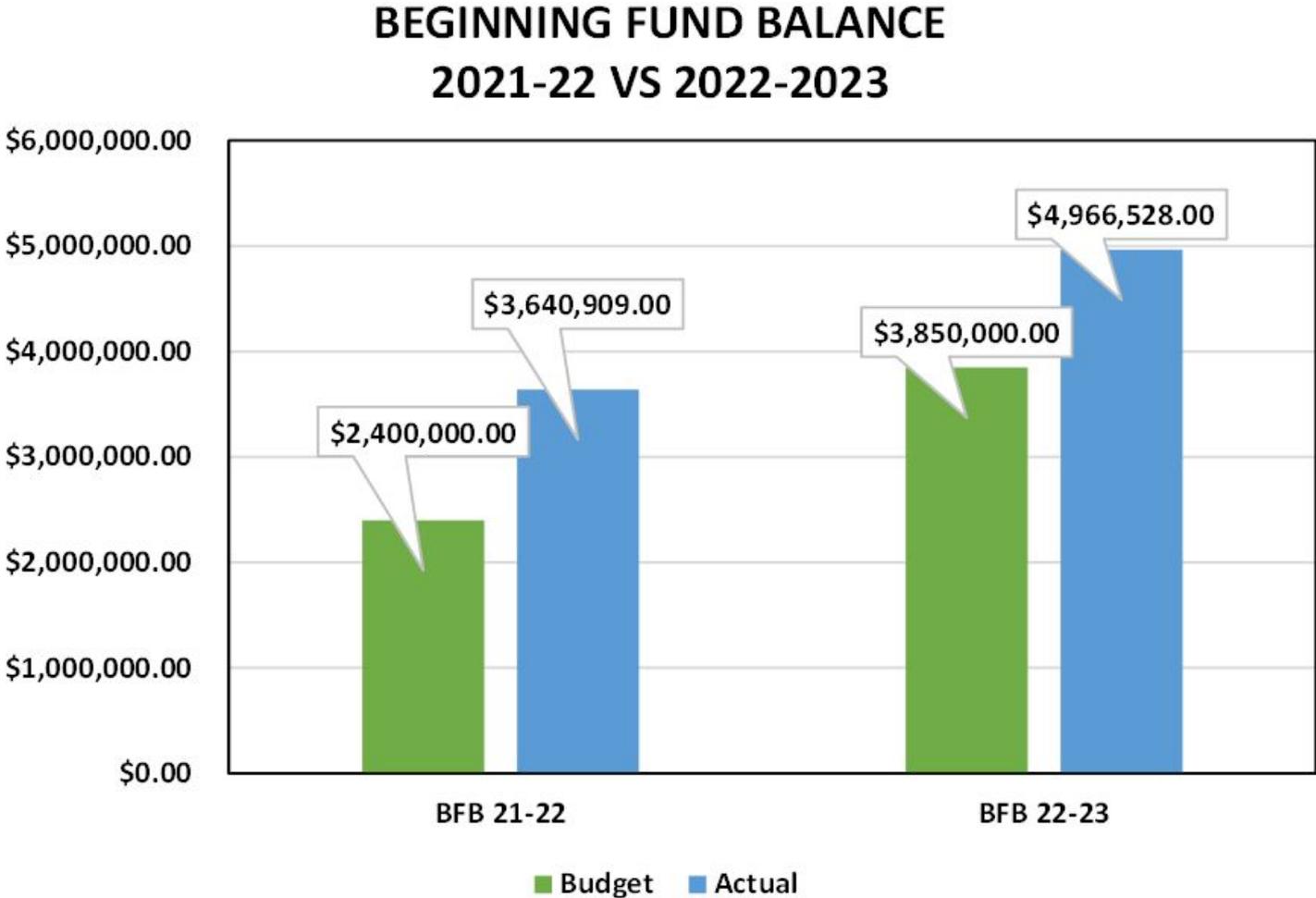
Supplemental Budget - Local Budget Law

Notwithstanding requirements as to estimates of and limitation on expenditures, during the fiscal year or budget period for which the original budget was adopted, the governing body of a municipal corporation may make one or more supplemental budgets under any of the following circumstances

A supplemental budget may not extend beyond the end of the fiscal year or budget period during which it is submitted.



Beginning Fund Balance 2 Year Comparison



Supplemental Budget

FY 2022-2023

Supplemental Budget

- a. Recognize higher than budgeted Beginning Fund Balance in the General Fund.
- b. \$1,116,528 in GF Revenue to recognize (*unaudited BFB*)

Allocation of Funds for Supplemental Budget

- a. PERS Increase Reserve Fund - \$375,000
- b. Board Reserve Fund - \$225,000
- c. Textbook Reserve Funds - \$400,000 (Language Arts)
- d. Technology - \$116,528



Supplemental Budget FY 2022-2023

Additional Allocation of Funds from GF to SIA
SIA - \$398,000 (general fund \$\$ moved to SIA in 21-22)

RESULT

General Fund - Beginning Fund Balance
\$3,850,000



DIVISION 22 STANDARDS/EVIDENCE

Internal Tracking Sheet for North Santiam School District 2021-2022 School Year Compliance

Rule Number & Title	Summary	Evidence that supports meeting requirements of the rule (policy, program, systems/process, etc.)	Notes	Compliance Status
<p>*New Rules/Requirements for reporting on the 2021-22 SY are highlighted in yellow</p> <p>**New Rules/Requirements for implementation in the 2022-23 SY are highlighted in blue</p>	<p>* <i>Modifications and waivers for 2021-22 are in italics and highlighted in yellow</i></p> <p>** <i>Modifications and waivers for 2022-23 are in italics and highlighted in blue</i></p>			
Teaching & Learning				
Curriculum & Instruction				
581-022-2030 District Curriculum	Outlines all required components of a district's planned K–12 instructional program.	BP IFE	Stewardship: Instructional Support and Services Team	Compliant
581-022-2045- Prevention Education in Drugs and Alcohol	Emphasizes prevention strategies, availability of school/community resources, management of peer pressure, responsible decision-making, positive health choices. Includes staff training re: referral procedures and staff responsibilities.	BP IGAEB	Stewardship: Instructional Support and Services Team	Compliant
581-022-2050 Human Sexuality Education	Districts must plan for and implement K-12 comprehensive sexuality education program that meets the Health Education Standards, including providing instruction on child abuse prevention, healthy relationships,	BP IGAI	Stewardship: Instructional Support and Services Team	Compliant

Rule Number & Title <i>*New Rules/Requirements for reporting on the 2021-22 SY are highlighted in yellow</i> <i>**New Rules/Requirements for implementation in the 2022-23 SY are highlighted in blue</i>	Summary <i>* Modifications and waivers for 2021-22 are in italics and highlighted in yellow</i> <i>**Modifications and waivers for 2022-23 are in italics and highlighted in blue</i>	Evidence that supports meeting requirements of the rule (policy, program, systems/process, etc.)	Notes	Compliance Status
	and healthy sexuality.			
581-022-2055 Career Education	K-12 Career Education as part of Comprehensive School Counseling.	BP IJ	Stewardship: Building Principals and Counselors	Compliant
581-022-2060 Comprehensive School Counseling	<p>Comprehensive district and school counseling program at each school based on Oregon’s Framework for Comprehensive School Counseling Programs to support the academic, career, social-emotional and community involvement development of every student. Education and career plan and profile for all students in grades 7-12, that builds upon itself each year. Annual review of the district and each schools’ comprehensive counseling program.</p> <p>Districts operating remote or online programs and serving students in a remote instructional model must ensure full access to comprehensive counseling services.</p>	BP IJ Grades 7-12 have a comprehensive counseling program that follows NSSD policy and ODE Framework for Comprehensive Counseling.	Stewardship: Instructional Support and Services Team and Counselors	Compliant
*581-022-2263 Physical Education Requirements	<p>Grade level time requirements for PE instruction.</p> <p>K-5 requirement: 150 minutes/week (4 day week = 120 minutes).</p>	Stayton Elementary Grades K-3, Sublimity Elementary Grades K-5, Mari-Linn Elementary Grades K-5 are not compliant with the required minutes. NSSD has met with ODE	Stewardship: Instructional Support and Services Team	Not Compliant

Rule Number & Title	Summary	Evidence that supports meeting requirements of the rule (policy, program, systems/process, etc.)	Notes	Compliance Status
<p>*New Rules/Requirements for reporting on the 2021-22 SY are highlighted in yellow</p> <p>**New Rules/Requirements for implementation in the 2022-23 SY are highlighted in blue</p>	<p>* <i>Modifications and waivers for 2021-22 are in italics and highlighted in yellow</i></p> <p>**<i>Modifications and waivers for 2022-23 are in italics and highlighted in blue</i></p>			
<p>581-022-2320 Required Instructional Time</p>	<p>*6-8 requirement for 2021-22 SY: 180 minutes/week (4 day week = 144 minutes). **Increase to 225 for the 2022-23 SY (4 day week = 180).</p> <p>Requirements must also be met for students being served in a remote and online instructional model.</p> <p>Requirements for instructional time in grades K-12: Grade 12 — 966 hours; Grades 9–11 — 990 hours; and Grades K–8 — 900 hours.</p> <p>Requirements must also be met for students being served in a remote and online instructional model. See Remote & Online Learning Policy FAQ.</p>	<p>to develop a plan to come into compliance for the 2022-23 School Year.</p> <p>172 contact days</p> <p>5.7 hours of instruction to be compliant</p> <p>60 hours of Recess</p> <p>30 hours of Pro Dev</p> <p>30 hours of Conferences</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>
<p>581-022-2340 Media Programs</p>	<p>Provides guidelines for a cohesive K-12 media program, including expectations around facilities and materials, staffing, program development, instructional goals, and program maintenance.</p> <p>In regards to staffing, at minimum, a district/school must employ a classified employee to oversee and</p>	<p>Delivered in combination with Language Arts instruction</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>

Rule Number & Title *New Rules/Requirements for reporting on the 2021-22 SY are highlighted in yellow **New Rules/Requirements for implementation in the 2022-23 SY are highlighted in blue	Summary * <i>Modifications and waivers for 2021-22 are in italics and highlighted in yellow</i> ** <i>Modifications and waivers for 2022-23 are in italics and highlighted in blue</i>	Evidence that supports meeting requirements of the rule (policy, program, systems/process, etc.)	Notes	Compliance Status
	maintain the media program. If a certificated media specialist is not employed by the district, the district may consult with Jennifer Maurer, the School Library Consultant at the State Library of Oregon, and should either consult with the local ESD, or a local public librarian to assist with program development, implementation, and maintenance.			
** 581-022-2500 Programs and Services for TAG Students	Written plan required. Must include <ol style="list-style-type: none"> 1. Identification process 2. Services 3. Statement of district philosophy 4. Statement of district goals 5. Description of nature of services to meet goals. 6. Evaluation plan <p>Student plans must address level and rate of learning.</p> <p>Other rule requirements defined.</p> <p>Revised standard adopted in 2022 (SB 486).</p> **New for 2022-23 SY: Districts shall post current TAG plan on the district website and have it available on request. Districts shall update ODE	Link to Website All files are on ISST Shared Drive	Stewardship: Instructional Support and Services Team	Compliant

Rule Number & Title	Summary	Evidence that supports meeting requirements of the rule (policy, program, systems/process, etc.)	Notes	Compliance Status
<p>*New Rules/Requirements for reporting on the 2021-22 SY are highlighted in yellow</p> <p>**New Rules/Requirements for implementation in the 2022-23 SY are highlighted in blue</p>	<p>* <i>Modifications and waivers for 2021-22 are in italics and highlighted in yellow</i></p> <p>**<i>Modifications and waivers for 2022-23 are in italics and highlighted in blue</i></p>			
Instructional Materials				
<p>581-022-2350 Independent Adoptions of Instructional Materials</p>	<p>Requirements for conducting an independent adoption of instructional materials.</p> <p>Districts that use digital content as core curriculum for a course of study or any part thereof must complete an independent adoption of the digital instructional materials. If districts did not do this process in the 2021-22 school year or prior, they will need to indicate this in their Division 22 reporting in November 2022, and complete the process to resolve this non-compliance. Districts must provide their local school board with the information in sections 1 through 7 of OAR 581-022-2350 to inform the local school board's review and independent adoption of instructional materials.</p>	<p>K-5 Mystery Science and Studies Weekly was adopted independently and sections 1-7 were completed in the presentation to the Board prior to adoption.</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>

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581-022-2355 Instructional Materials Adoption	Districts must follow the adoption cycle established by the State Board of Education and provide free and appropriate instructional materials that meet the NIMAS guidelines.	We have a written approved plan on file with ODE	Stewardship: Instructional Support and Services Team	Non-compliant
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	Postponement of instructional materials adoption, based on the state adoption cycle, requires an application to the State.	We have a written approved plan on file with ODE	Stewardship: Instructional Support and Services Team	Compliant
Assessment & Reporting				
581-022-2100 Administration of State Assessments	Definitions and policies related to Test Administration.	All definitions, policies and procedures listed in OAR 581-022-2100 are carefully and specifically followed by NSSD via guidance provided by ODE. Likewise, assessments are administered in accordance with the Test Administration Manual published by ODE and our assessment results are evidence of compliance. Records of this may be obtained via ODE district site (confidential, therefore not posted here). Of particular note are appropriate supports based on specific student need, which provide accessibility for all students and levels the field for fair assessments. To meet this, NSSD follows current-year appropriate ODE guidance published	Stewardship: Instructional Support and Services Team and Cincy Behrens (District Testing Coordinator)	Compliant

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		<p>in the Oregon Accessibility Manual for all state assessments. Records of student Opt-Outs and Exemptions, as well as staff Assurance of Test Security Forms are kept for 3 years locally in the District Test Coordinator's office.</p> <p>https://www.oregon.gov/ode/educator-resources/assessment/Documents/test_admin_manual.pdf</p> <p>https://www.oregon.gov/ode/educator-resources/assessment/Documents/accessibility_manual.pdf</p> <p>The required nationally normed college entrance practice test for 10th grade students (PSAT) was waived in 2021-22 by the state of Oregon, as was the Kindergarten Assessment.</p>		
581-022-2110 Exception of Students with Disabilities from State Assessments	<p>Applies to students with disabilities with an IEP or a Section 504 plan.</p> <p>States that a public entity cannot exempt a student from state testing, unless the parent has made a request for exemption.</p>	<ul style="list-style-type: none"> ● Parents of students with disabilities must follow the same procedure of opting students out of state testing as do parents of students without disabilities. ● Each IEP addresses Statewide 	Stewardship: District Special Education Director, Jeri Harbison	Compliant

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<p>*New Rules/Requirements for reporting on the 2021-22 SY are highlighted in yellow</p> <p>**New Rules/Requirements for implementation in the 2022-23 SY are highlighted in blue</p>	<p>* <i>Modifications and waivers for 2021-22 are in italics and highlighted in yellow</i></p> <p>**<i>Modifications and waivers for 2022-23 are in italics and highlighted in blue</i></p>	<p>Assessment determinations for accessibility supports or alternative Extended Assessments annually.</p> <ul style="list-style-type: none"> • BP IGBAF-AR 		
<p>581-022-2115 Assessment of Essential Skills</p>	<p><i>*Waiver – Assessment of Essential Skills graduation requirement for class of 2022, 2023, and 2024. See section (22) of the rule.</i></p> <p>Policies governing the Assessment of Essential Skills, including diploma requirements and local performance assessments.</p> <p>One worksample per grade must be provided to students in grades 3-8 and one offered in high school, using Official State Scoring Guides, in the following areas: writing, speaking, math problem-solving, and scientific inquiry; or, comparable measure adopted by the district.</p> <p>Also defines Assessment of Essential Skills Review Panel (AESRP) policies/practices.</p>	<p>During the 2021 legislative session, the Oregon Legislative Assembly passed Senate Bill 744 which directed the Oregon Department of Education to engage with community members and review state requirements for high school diploma options, as well as to review state requirements related to demonstrations of proficiency in Essential Skills. ODE has completed the SB 744 Report, Community-Informed Recommendations for Equitable Graduation Outcomes. The report provides recommendations for consideration by the Legislature and State Board of Education; it does not change any current policy. The Assessment of Essential Skills policy remains suspended by SB 744 through 2023-24</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>n/a</p>

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581-022-2120 Essential Skill Assessments for English Language Learners	Districts must determine policy whether to allow students to demonstrate proficiency in the student's native language.	BP IKF	Stewardship: Instructional Support and Services Team	Compliant
581-022-2130 Kindergarten Assessment	* <i>Waived for 2021-22.</i> KA measures school readiness, which may include the following: physical and social-emotional development, early literacy, language, cognitive, logic and reasoning.	Waived	Stewardship: Instructional Support and Services Team and Cincy Behrens (District Testing Coordinator)	n/a
581-022-2270 Individual Student Assessment, Recordkeeping and Reporting	Includes requirements for proficiency-based instruction and assessment, grading systems, and annual reports on student progress.	Oregon Statewide Assessments are annually administered in accordance with the Test Administration Manual and testing schedule provided by ODE. In addition, NSSD provides annual preliminary state assessment data to district buildings in spring directly following SBAC administration, as available. Formal data is released in the fall (after embargo) to buildings, which includes Math, English Language Arts, Science, English Language Proficiency, and Extended Assessments: <ul style="list-style-type: none"> • Individual student score reports (ISR) via ODE's Secure Assessment Reports, 	Stewardship: Instructional Support and Services Team and Cincy Behrens, District Testing Coordinator	

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		<ul style="list-style-type: none"> mailed home to families. School level aggregate data and subject trait scores via ODE's Assessment Warehouse. <p>Individual student test scores for all state assessments are stored and can be cross-referenced in the LBL Websis system/ODE secure district site/OSAS portal, and obtainable at any time.</p> <p>Interim tests, designed to support teaching and learning periodically throughout the year, are utilized by the district.</p> <p>BP IL</p>		
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	<p>School districts must universally screen for risk factors of dyslexia in kindergarten, and for students entering Oregon schools for the first time in first grade, using a screening test that is on the Department's approved list.</p> <p>Districts may select a tool not on the approved list through a petition process outlined in the rule.</p>	<p>North Santiam utilizes DIBELS as they universal screener.</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>

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Program & Service Requirements				
581-022-2315 Special Education for Children with Disabilities	Mandates a district provide an educational program to serve eligible students with disabilities in accordance with all applicable OARs.	<ul style="list-style-type: none"> All buildings in the NSSD have a Student Intervention Screening Process. <ul style="list-style-type: none"> Board Policies 	Stewardship: Director of Special Education, Jeri Harbison	Compliant
** 581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	Guidelines for TAG identification. Revised standard adopted in 2022. **New for 2022-23 SY: Person who is responsible for identification must be trained.	All forms on shared drive ISST BP IGBBA	Stewardship: Instructional Support and Services Team	Compliant
581-022-2330 Rights of Parents of TAG Students	Parent right to notification at time of identification regarding services and programs offered, opportunity to provide input on their child's plan. Parents may opt their student out at any time.	All forms on shared drive ISST BP IGBB	Stewardship: Instructional Support and Services Team	Compliant
581-022-2505 Alternative Education Programs	Policies and procedures relative to alternative education programs.	<ul style="list-style-type: none"> The NSSD provides a wide continuum of special education placement options dependent on the individual needs of the student. The individual IEP team determines placement of the 	Stewardship: District Special Education Director, Jeri Harbison	Compliant

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High School Diploma				
<p>581-022-2000 Diploma Requirements</p>	<p>*<i>Waiver – Essential Skills for class of 2022. OAR 581-022-2000(7) is waived for students first enrolled in ninth grade in the 2018-19 school year or earlier or who were first enrolled in ninth grade in the 2019-2020 SY and have an approved early graduation plan.</i></p> <p>All requirements for standard diploma.</p>	<p>BP IKF</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>
<p>581-022-2005 Veterans Diploma</p>	<p>Basic information regarding the requirement to offer Veterans Diploma.</p>	<p>BP IKF</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>
<p>581-022-2010 Modified Diploma</p>	<p>All requirements for the Modified Diploma.</p>	<p>BP IKF</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>
<p>581-022-2015 Extended Diploma</p>	<p>All requirements for the Extended Diploma.</p>	<p>BP IKF</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>
<p>581-022-2020 Alternative Certificate</p>	<p>All requirements for the Alternative Certificate.</p>	<p>BP IKF</p>	<p>Stewardship: Instructional Support and Services Team</p>	<p>Compliant</p>

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581-022-2025 Credit Options	Elective or content credit may be earned based on mastery of recognized standards, competencies and skills.	BP IKF	Stewardship: Instructional Support and Services Team	Compliant
Health & Safety				
Policies & Practices				
581-022-2205 Policies on Reporting of Child Abuse	School Boards must adopt policies on Child Abuse Reporting. Outlines all requirements that the policy must include.	BP JHFE Administrative rule JHFE-AR	Stewardship: Director of Safety, Security and Health Services, Gary Rychard	Compliant
581-022-2220 Health Services	Policies/practices that govern district health, including: school nurses services, prevention of communicable disease, availability of health rooms/space, vision and hearing screenings, health records, staff CPR training requirements, medically fragile student services, medication administration, and medical emergency response for each building.	Health Services Nursing Division 22 Documentation	Stewardship: Director of Safety, Security and Health Services, Gary Rychard	Compliant
581-022-2310 Equal Education Opportunities	Policies regarding Equal Opportunity and prohibition of harassment, intimidation, bullying, and cyberbullying,	BP JB	Stewardship: Instructional Support and Services Team	Compliant

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581-022-2312 Every Student Belongs	Requires adoption of a policy that (among other things) prohibits the use or display of hate symbols, establishes procedures for addressing bias incidents. Districts that sponsor public charter schools are also assuring their charter schools have adopted the appropriate policy.	BP ACB	Stewardship: Instructional Support and Services Team	Compliant
581-022-2345 Auxiliary Services	Compliance with statute and rules regarding transportation, food, custodial, facilities, equipment and materials services.	BP BDDC BP KBA BP JEA-AR BP EEA	Stewardship: Instructional Support and Services Team	Compliant
Plans & Reports				
* 581-022-0106(4) State Standards for the 2021-22 School Year: Operational Plans	School districts and public charter schools must periodically submit to the Department a plan for operation during the 2021-22 school year. The plan must be submitted on a timeline to be determined by the Department and on a form provided by the Department. **This requirement will carry over to the 2022-23 school year under OAR 581-022-0107 Operational Plans for the 2022-23 School Year.	Approved by ODE. All plans located on the District website. Link	Stewardship: Instructional Support and Services Team	Compliant

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581-022-2223 Healthy and Safe Schools Plan	Definitions,HASS Plan requirements, final plan due by 7/1/19. Building lead levels checked every 6 years, testing requirements defined.	Health and Safety School Plan 6-22-22	Stewardship: Instructional Support and Services Team	Compliant
581-022-2225 Emergency Plans and Safety Programs	Regulations for establishing and updating HASS Plans, annual statements/final test results re:lead in water tested as per ODE schedule set forth in HASS plan.	Health and Safety School Plan 6-22-22 NSSD Emergency Operations Plan	Stewardship: Director of Safety, Security and Health Services, Gary Rychard	Compliant
581-022-2230 Asbestos Management Plans	Asbestos Management Plan requirements. Training requirement for custodial and maintenance staff- OSHA.	Asbestos Public Notification Asbestos Training 1-28-22	Stewardship: Director of Safety, Security and Health Services, Gary Rychard	Compliant
581-022-2267 Annual Report on Restraint and Seclusion	Definitions and guidance on requirements for annual report completed via the ODE Restraint and Seclusion Incidents Data Collection and the ODE Seclusion Rooms Data Collection.	Report is completed by July 8, by ISST Administrative Asssistant.	Stewardship: Director of Safety, Security and Health Services, Gary Rychard	Compliant
581-022-2510 Suicide Prevention Plan	Requires adoption of a policy on suicide prevention for students, particularly focused on LGBTQ2SIA+ (lesbian, gay, bisexual, transgender/non-binary, queer/questioning, two-spirit, intersex, asexual, and the myriad	JHH-Student Suicide Prevention NSSD Guide to Youth Suicide Prevention, Intervention, and Postvention Procedures	Stewardship: Instructional Support and Services Team	Compliant

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Athletics & Interscholastic Activities				
581-022-2210 Anabolic Steroids and Performance Enhancing Substances	Includes training requirements for coaches and athletic directors and utilization of evidence-based programs, e.g. ATLAS and ATHENA.	All coaches receive this training	Stewardship: Stayton Athletic Directors, Darren Shryock Matt Olson	Compliant
581-022-2215 Safety of School Sports – Concussions	Definitions and policies for athletic participation, including training requirements..	All coaches receive this training	Stewardship: Stayton High School Athletic Director, Darren Shryock	Compliant
<p>**581-022-2308 Agreements Entered Into with Voluntary Organizations</p>	New rule for 2022-23: Requires adoption of a policy governing participation in a voluntary organization that administers interscholastic activities. Voluntary organization must adopt and implement policies prohibiting discrimination, maintain a complaint process with sanctions, and		Stewardship: Stayton High School Athletic Director, Darren Shryock	n/a for 2021-22

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	administer an annual survey.			
District Performance & Accountability				
581-022-2250 District Improvement Plan	Definitions and guidelines for requirements for district CIP. Must be done once every 4 years, unless there are substantial changes, which are defined in the Standard. Community input and evaluation of the plan are critical components.	The District completes an annual continuous improvement process and submits required improvement plans as required.	Stewardship: Instructional Support and Services Team	Compliant
581-022-2255 School and District Performance Report Criteria	Definitions and required components of state, district and school report cards, based on identified performance standards. State Superintendent must make available to the public and media by 12/15. School districts must make a copy of the state provided district and school to parent(s) or guardian(s) by 1/15. They may be mailed, sent electronically, or posted on the school or district website.	All required information is reviewed and submitted by building principals annually. School and District Report Cards are reviewed at a NSSD Board Meeting and placed on the district website. Link	Stewardship: Instructional Support and Services Team	Compliant

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581-022-2260- Records and Reports	Requirements for filing state records and reports; maintaining student records and policy for Student Activity Funds.	IGDG - Student Activities Fund Management. District is served by LBL ESD for student information services database/records.	Stewardship: Instructional Support and Services Team, Administrative Assistant to the Superintendent and School	Compliant
581-022-2265 Report on PE Data	Provide data to ODE annually on PE minutes, physical capacity and facilities. <i>**Note for the 22-23 SY: These collections are suspended from July 1, 2022 through June 30, 2023.</i>	Completed June of 22	Stewardship: Instructional Support and Services Team	Compliant
581-022-2300 Standardization	Outlines methods of verifying compliance with Division 22 standards.	Reviewed by District Staff for compliance	Stewardship: Instructional Support and Services Team	Compliant
581-022-2305 District Assurances of Compliance with Public School Standards	Requirements for annual Division 22 Standards assurances process: make report to board in September or October, report to ODE by November 15, must use ODE provided form for report to community, post report on district website and provide ODE with link to precise location.	Presented to the Board in October and posted on the Website. Link	Stewardship: Instructional Support and Services Team	Compliant
581-022-2370 Complaint Procedures	Each district must have a written complaint policy, describing the process.	BP KL	Stewardship: Administrative Assistant to the Superintendent and School Board, Tonia Whisman	Compliant

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Human Resources/Staffing				
581-022-2335 Daily Class Size	Must maintain class sizes that promote effective practices consistent with expected outcomes.	Review annually as part of the budget and staffing process	Stewardship: Instructional Support and Services Team	Compliant
581-022-2400 Personnel	All teachers, specialists and administrators employed must be licensed	BP GB TSPC System, Personnel files.	Stewardship: Director of Human Services, Dani Blackwell	Compliant
581-022-2405 Personnel Policies	<p>District must adopt personnel policies that include: Affirmative action, staff development, Equal Employment Opportunity, Evaluation Procedures, Employee Communication System, release of information in employee file for anyone convicted of a crime under ORS 342.143</p> <p>Includes requirements for bonded employees.</p>	BP GB All policies have been reviewed and updated.	Stewardship: Director of Human Services, Dani Blackwell	Compliant
581-022-2410 Teacher and Administrator Evaluation and Support	Districts must establish local evaluation systems aligned to the requirements in the Oregon Framework for Teacher and Principal Evaluation and Support .	Evaluation +, BERC Rubric, mini observations, formal observations, walk throughs	Stewardship: Instructional Support and Services Team, Director of Human Services, Dani Blackwell	Compliant
581-022-2415 Core Teaching Standards	Core teaching standards must be used to evaluate teachers. INTASC	NSSD 6 Indicators of Quality Instruction Model meets the	Stewardship: Instructional Support and Services Team	Compliant

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	standards defined. 1. The Learner and Learning. 2. Content 3. Instructional Practice 4. Professional Responsibility	qualifications in the Core Teaching Standards BERC Rubric		
581-022-2420 Educational Leadership - Administrator Standards	Administrators must be evaluated on adopted leadership standards. 1. Visionary Leadership 2. Instructional Improvement 3. Effective Management 4. Inclusive Practice 5. Ethical Leadership 6. Socio-political context	Principal Evaluation Summative Form	Stewardship: Instructional Support and Services Team, Director of Human Services, Dani Blackwell	Compliant
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses	Compliance with OAR 581-021-0510	IV - personnel files	Stewardship: Director of Human Services, Dani Blackwell	Compliant
581-022-2440 Teacher Training Related to Dyslexia	School districts must ensure that at least one kindergarten through grade five teacher in each kindergarten through grade five school has received training related to dyslexia. A waiver may be obtained using the process outlined in 581-002-1810.	Each building has a trained staff member	Stewardship: Instructional Support and Services Team Shealon	Compliant



October 2022 Board Updates

David Bolin, Nicole Duncan



Report Overview

- Division 22
- HB 3499
- Student Information Systems
- Student Investment Account / Student Success Act
- Equity Collaborative
- Inservice Review
- Suicide Prevention Plan



Additional Department Focuses

- New Teacher Program
- NSSD Phone Systems Upgrades
- Integrated Guidance Process
- Language Arts Adoption
- Federal Grant Writing
- Quarterly Grant Reports



Division 22 (2021-22)

- What are Division 22's
 - Division 22 are the **educational standards** that the Oregon Legislature or the State Board has determined must be met in order to be a **standard school district**.
 - Compliance with the Division 22 Standards ensures every student in Oregon public schools is **provided with a baseline level of service**.



Division 22 (2021-22)

- [Division 22 Standards Evidence](#)
- Review Process
 - Directors, Counselors, Assessment, Nurses, Title I Specialist
- Non-compliant areas
 - Physical Education Requirements (K-5 150 minutes per week)
 - Instructional Materials Adoption (Plan approved by ODE)
- Noted
 - Human Sexuality Education



Division 22 (2021-22)

- Public Comment



HB 3499 First Quarter Report (English Learners School and District Improvement Plan)

- **HB 3499**
 - Directs the Oregon Department of Education (ODE) to develop and implement a statewide education plan for English Language Learners
 - Identified in Cohort 2: ODE provides four years of technical assistance and funding to implement system interventions for the improvement of outcomes for EL students.



HB 3499 First Quarter Report (English Learners School and District Improvement Plan)

- Funding 125K each of 4 years
- Targeted Groups
 - English Language Learners
 - Ever English Language Learners
- Staff Funded
 - Daniel Curiel- Community Liaison
 - Jesus Saray- Special Programs Assistant
 - Elijah Neves- Teacher



HB 3499 First Quarter Report (English Learners School and District Improvement Plan)

- Identified and Targeted Areas/Goals
 - Exclusionary Discipline
 - 9th Grade On-Track
- Monitoring (Weekly, Monthly, Quarters, Semester)
 - Attendance Report
 - Behavior Reports
 - Grade Reports
- Planning Team (Meet Quarterly)
 - Dave Bolin, Vicky Storey, Nicole Duncan, Joseph Traeger, Tamara Southerton, Elijah Neves, Susy Saray, Daniel Curiel, Wendi Nyquist



Student Information Systems (SIS)

- What is SIS Software?
 - Student information systems (SIS) store and track all student information, including grades, attendance and records. The software functions as a digital dropbox for school-related information.

- ↗ Academic & Career Plans
- ↗ Automated Tasks
- ↗ Course History
- ↗ Demographics
- ↗ Enrollment
- ↗ Integrated LMS With Assessment
- ↗ Health & Immunizations
- ↗ Parent & Student Portals
- ↗ Standards Support
- ↗ Student Performance Analysis
- ↗ Test History
- ↗ Role-Based Mobile Apps
- ↗ Address & Boundary Verification

- ↗ Calendar
- ↗ Course Assignments & Requests
- ↗ Discipline
- ↗ Family Management
- ↗ TeacherVUE Portal With Gradebook
- ↗ KioskVUE Mobile App
- ↗ Locker Management
- ↗ Online Registration
- ↗ Report Cards
- ↗ State Reporting
- ↗ Student Records Exchange
- ↗ Transcripts
- ↗ Attendance

- ↗ Course Creation & Management
- ↗ Data Integrity & Security
- ↗ Emergency Management
- ↗ Fees
- ↗ Graduation Progress Tracking
- ↗ Mass Scheduling
- ↗ Parent/Guardian Information
- ↗ Seamless Third-Party Integrations
- ↗ Student Groups
- ↗ Surveys
- ↗ Walk-In Scheduling



Student Information Systems (SIS)

- Linn Benton Lincoln Education Service District
 - Moving to Synergy for 2023-24
- NSSD SIS Committee Review
 - Willamette ESD: PowerSchool
 - Northwest Regional: Synergy
 - Linn Benton: Synergy



Student Information Systems (SIS)

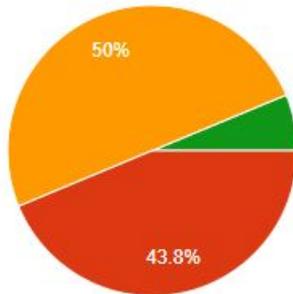
- Estimated Quotes:
 - WESD: Yr 1: 68K Yr 2: 28K
 - LBL: Yr 1: 75K Yr 2: 160K
 - NWR: Yr 1: 68K Yr 2: 45K

Student Information Systems (SIS)

- Recommendation: Northwest Regional ESD Synergy

Please select which option you would support.

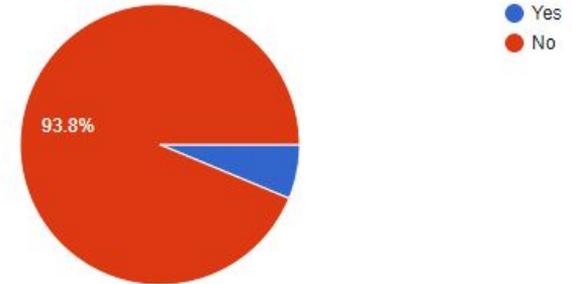
16 responses



- PowerSchool
- Synergy
- I will support either selection by the committee
- I still have questions I would like answered before I make a recommendation

Would you like to meet as a whole group to further discuss?

16 responses



Student Investment Account (SIA) or Student Success Act

- Two stated purposes
 - Meet students mental or behavioral health needs
 - Increase academic achievement for all students





Student Investment Account (SIA)

- Funding Fully Spent

Recipient Allocation and Reported Spent



Allocation Total Budgeted Amount Remaining to be Budgeted Total Reported Spent



Student Investment Account (SIA)

- Final Report 2021-22
- Four Questions (summarized)
 - How did the changes/activities contribute to the outcomes in your plan?
 - Where there any barriers or challenges to implementing your plan?
 - Engagement activities
 - What did we learn this year that will impact next year's plan?



Student Investment Account (SIA)

- Four Questions (summarized)
 - How did the changes/activities contribute to the outcomes in your plan?
 - Additional staffing (Counselors, Behavior Spec., Assist.)
 - Third Party Contract (BERC/Equity Collaborative)
 - AVID K-8 Systems
 - Curriculum Purchases
 - Technology Purchases



Student Investment Account (SIA)

- Four Questions (summarized)
 - Where there any barriers or challenges to implementing your plan?
 - None



Student Investment Account (SIA)

- Four Questions (summarized)
 - Engagement activities
 - Youth Truth Survey
 - Equity Collaborative Report





Student Investment Account (SIA)

- Four Questions (summarized)
 - What did we learn this year that will impact next year's plan?
 - We are focussed in the correct areas and data is reflecting we are making progress.



Student Investment Account (SIA)

- Budget Adjustments
 - September 30, Spending Deadline
 - No Carryover Error
 - Recoded Appropriate Staff from General Fund
 - Reallocated saved funding back to textbooks and technology



Equity Collaborative Work

- Three Key Activities
 - Equity Leadership Teams
 - Equity Centered Executive Leadership Development
 - On-demand Equity Coaching





Equity Collaborative Work



- Equity Leadership Teams
 - Representative teams from each building
 - Four quarterly, in-person ½ day sessions / Three 90 minute support sessions
- Focus
 - Operate effectively as equity-centered leaders
 - Build cultural awareness through self-reflection
 - Challenge bias and and discrimination
 - Develop, refine, and sustain structures for adult learning
 - Engage in listening and feedback loops



Equity Collaborative Work



- Equity Centered Executive Leadership Development
 - The Board and District Leadership
 - Four quarterly, in-person sessions
- Sessions
 - 1: Building internal Mechanisms for Accountability
 - 2: Using Listening as a Culturally Responsive Leadership Skill
 - 3: Bridging the Margins and the Mainstream
 - 4: TBD

October 14 In-service



- Out of District
 - Oregon Music Education Association
 - Oregon Theater Education Association
 - SHAPE Conference (Physical Education)
- In-district Opportunities
 - Mix of Teacher/Administrators/Outside Agencies presenting
 - Grouped by grade level
 - NEW: Educator Wellness Strand

October 14 In-service



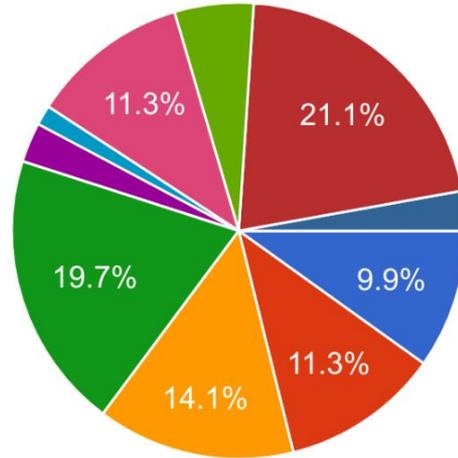
- Megan Schiedler SHS:
 - Structures for Inquiry: Socratic Seminar and Philosophical Chairs (K-12)
 - Using Collaborative Structures to Increase Student Learning (K-12)
 - Using Literacy Strategies in the Elementary Classroom (K-5)
- Shealon Cooper/Amy Erwin SES:
 - What's Love Got to do with it? (K-12)
- Michael Proctor SIMS:
 - Action and Emotions Matter Mindset (K-12)
- Jess Roth DO:
 - Blackboard Teacher Messaging (K-12)
- David Bolin DO:
 - Low-impact Full Body Strength Class (K-12) (Educator Wellness)
- Tyler Tamayo SIMS:
 - Practical Strategies for Behavior Management (K-12)
- Ryan Westenskow SUB:
 - Strategies to Prevent Educator Burnout (K-12)
- Stephanie Anderson SHS:
 - Supporting Learning with Organization (K-12)
- Vicky Storey SHS:
 - Yoga (K-12) (Educator Wellness)
- Emily Hendrickson SHS:
 - Seesaw 101 and Beyond! (K-5)
- Teal Carter & Rachel Schaffer SES:
 - Special Education Processing and Planning Meeting
- Jeri Harbison ML:
 - Tips & Tricks for Successful use of Wazzle Gradebook (K-5)
- Jenni Peterson, LBL ESD Specialist:
 - Ruler 101 (K-12)
- Amber Gardner, WESD SEL Specialist:
 - The Language Arts Standards and Preparing for Instructional Materials (Committee)
- Tina Roberts, ODE Specialist:
 - Expanding the Narrative of Social Science (6-8 Social Studies)
- Amit Kobrowski, ODE Specialist:
 - Integrating Concepts Across the Curriculum - (ELA Committee and Social Studies Teachers)
- Tina Roberts, Amit Kobrowski ODE Specialists:
 - Middle School Science Techbook Training - Unpacking Hands-On Activities, Planning Hand-on Activities and Assessments Opportunities
- Discovery Education:
 - New Math Standards Training (Secondary Math Teachers)
- 85 ● ODE/WESD:

Session #1



Select course title and presenter.

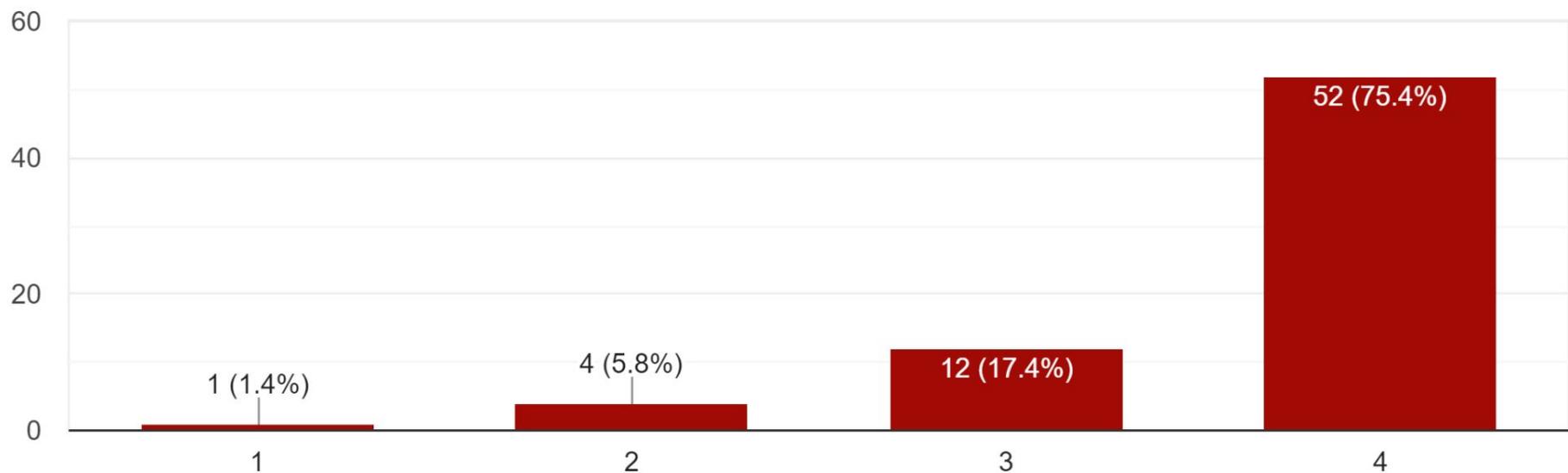
71 responses



- Structures for Inquiry: Socratic Semin...
- Using Literacy Strategies in the Eleme...
- What's Love Got to do with it? (K-12) - ...
- Action and Emotions Matter Mindset (...)
- Tips & Tricks for Successful use of Wa...
- Blackboard Teacher Messaging (K-12)...
- Low-impact Full Body Strength Class (...)
- Expanding the Narrative of Social Sci...
- The Language Arts Standards and Preparing for Instructional Materials - Tina Roberts, ODE Specialist
- 6-8 Science Unpacking Hands-On Activities - Discovery Education
- Other

To what extent did this session you attended relevant to the grade levels and student populations you work with?

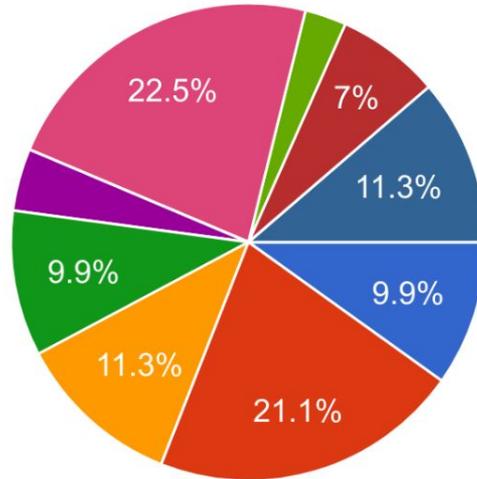
69 responses



Session #2

Select course title and presenter.

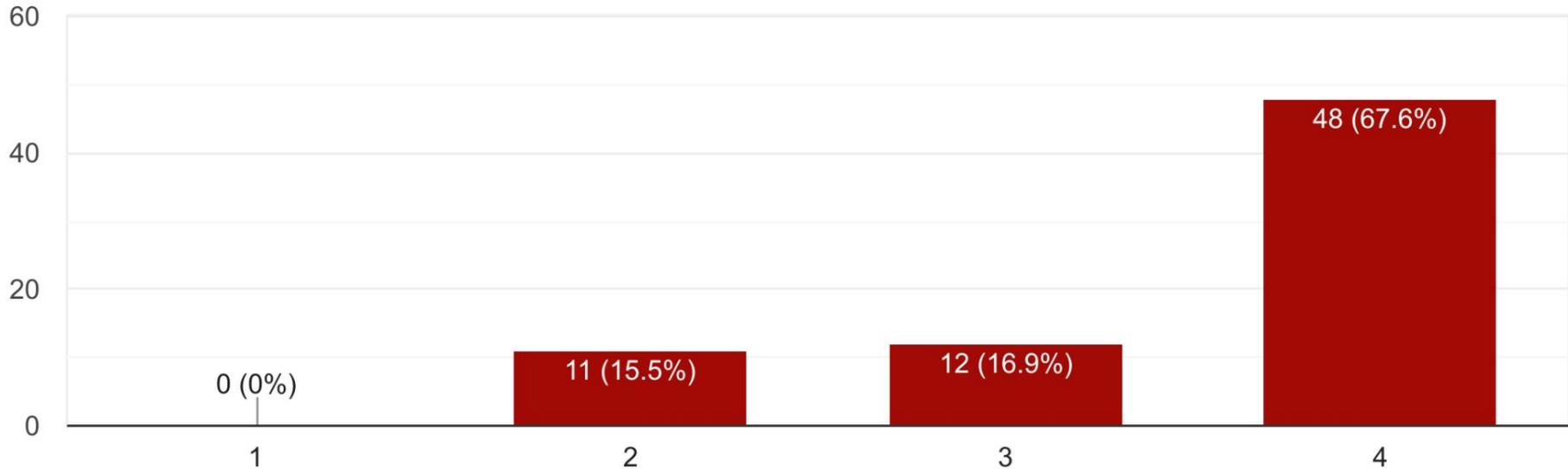
71 responses



- Using Collaborative Structures to Incr...
- Practical Strategies for Behavior Man...
- What's Love Got to Do with it? (K-12)...
- Ruler 101 - Amber Gardner, WESD S...
- Tips & Tricks for Successful use of Wa...
- Blackboard Teacher Messaging (K-12)...
- Integrating Concepts Across the Curri...
- 6-8 Science Planning Hands-On Activi...
- 6-8 Science Planning Hands-On Activities Learning - Discovery Education
- Other

To what extent did this session you attended relevant to the grade levels and student populations you work with?

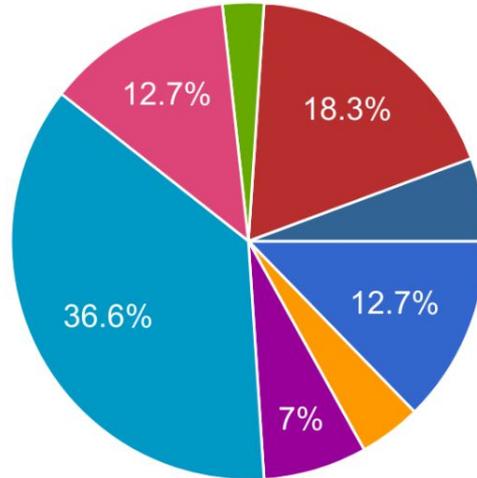
71 responses



Session #3

Select course title and presenter.

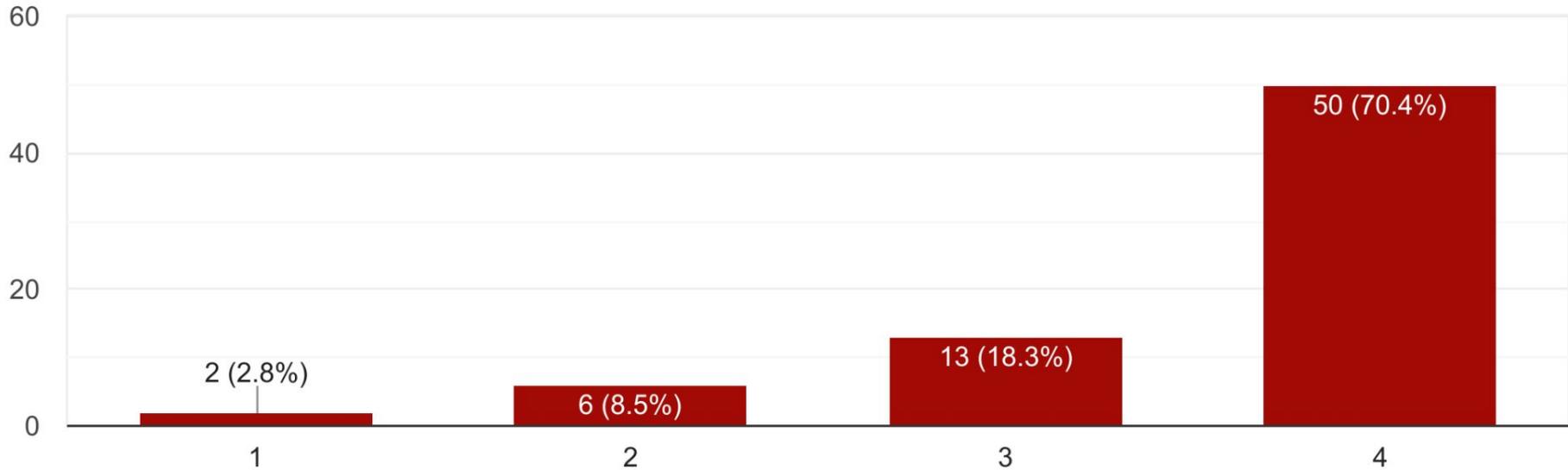
71 responses



- Supporting Learning with Organization...
- WICOR in the Elementary Math Class...
- Ruler 101 - Amber Gardner, WESD S...
- General Wazzle Support Q&A (K-12) -...
- Seesaw 101 and Beyond! (K-5) - Teal...
- Yoga - Emily Hendrickson
- Special Education Processing and Pla...
- 6-8 Science Assessment Opportunitie...
- Integrating Concepts Across the Curriculum - Tina Roberts, Amit Kobrowski, and Brent Spencer ODE Specialists
- Other

To what extent did this session you attended relevant to the grade levels and student populations you work with?

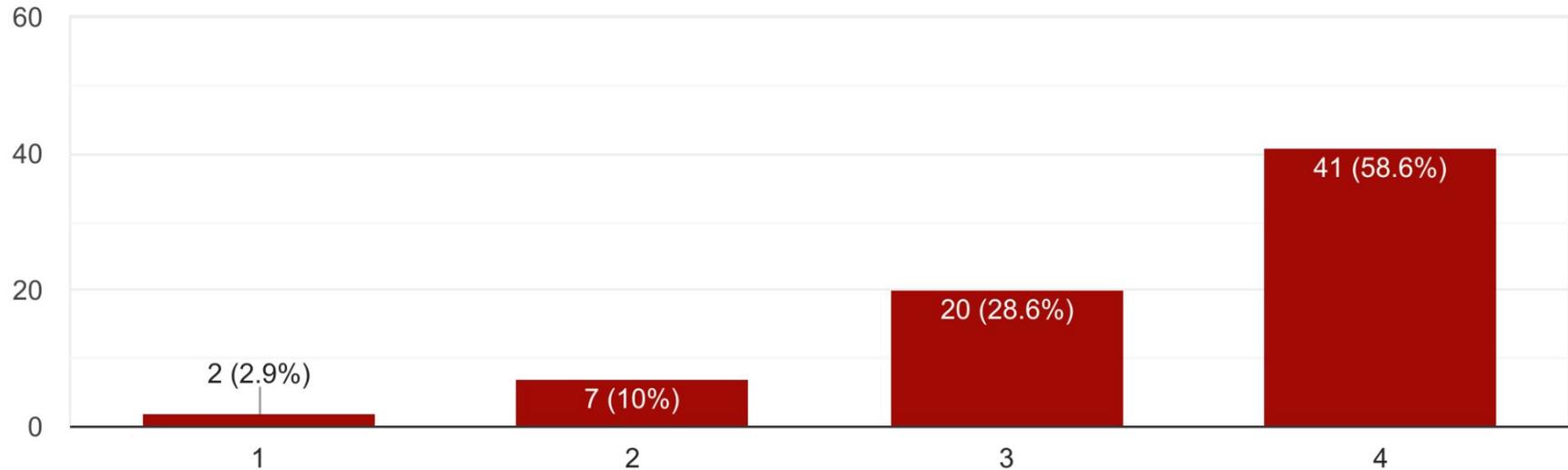
71 responses



Overall Feedback

To what extent did the sessions you attended address topics that met your professional learning needs?

70 responses





Feedback

Affirmations:

- “LOVE the educator wellness classes.”
- “It was great to have Blackboard and Wazzle as PD options.”
- “Great topics to choose from. Thanks!”
- “I appreciate the times we are invited to provide suggestions on training we would like to attend- to meet our needs or learning goals. I understand it is not possible to MEET everyones specific learning needs- but I still appreciate being asked :)?”

Future suggestions:

- “In the future, offering a New Hire Session may be a great option.”
- “Expand high school options”
- “SPED and Gen Ed combo training required for all to learn Inclusion”
- “Three sessions for an hour each is the perfect amount of time and information to take in. **I want to see more teacher presenters but don't know how to make that happen!** Maybe offer a session to train teachers on how to facilitate a session for adult learners? :)”



NSSD Suicide Prevention Plan

Authors: Nicole Duncan / Dave Bolin
September 2022



Background

- Senate Bill 52 (Adi's Act) requires Oregon school districts to adopt a policy that requires the development a comprehensive district Student Suicide Prevention Plan.
- The drafted policy is in compliance with the rules adopted by the State Board
- Our plan meets all requirements of the policy



Process

- **January 2022: Intervention Collaborative / WESD Connection**
 - Formed a partnership with WESD Suicide Prevention Team
- **Spring 2022:**
 - Met with WESD for guidance
 - Reviewed exemplar Oregon District Plans
 - ISST Drafted Plan
- **August/September 2022:**
 - Revised Draft
 - Reviewed with WESD
 - Reviewed with Intervention Collaborative
 - Finalized



Overview

- 3 Sections
 - a. Suicide Prevention
 - b. Suicide Intervention
 - c. Suicide Postvention



1 Prevention

- **Staff Roles, Responsibilities and Training needs:**
 - Gatekeepers (leads crisis and completes risk assessments and screening processes)
 - Two per building preferred
 - Administrators
 - Counselors / Behavior Specialists
 - Secondary Health Teachers
 - All Staff



Prevention

- **Training**

- **ASIST: Applied Suicide Intervention Skills Training (16 hours)**
 - Research based intervention model used to prevent the immediate risk of suicide.
- **QPR: Question, Persuade and Refer (1.5 hours)**
 - Designed for staff who interact with students for when a student may disclose suicidal ideation to them
- **Connect: (6 hours)**
 - Teaches service providers the best practices to respond in a coordinated and comprehensive way in the aftermath of a suicide.
- **Youth Mental Health First Aid: (8 hours)**
 - Designed to teach people how to help ages 12-18 who is experiencing mental challenges or addictions.

Staff Training Overview

	<u>ASIST</u>	BARK	<u>QPR</u>	Youth Mental Health First Aid	CONNECT Postvention	Youth Suicide Awareness Training (Safeschools)
Initial	16 hrs		1.5 hrs	8 hrs	4-6 hrs	30 mins
Refresher	repeat every 3 years		repeat every 3 years	every five years	every 5 years	annually
Gatekeepers	Required	Required	Required		Required	Required
Administrators (non-gatekeepers)		Required	Required			Required
Counselors			Required			Required
Behavior Specialists	Required		Required			Required
Secondary (6-12) Health Teachers			Required	Required		Required
All other Staff			Required			Required
100 Parents			Annual opportunities			



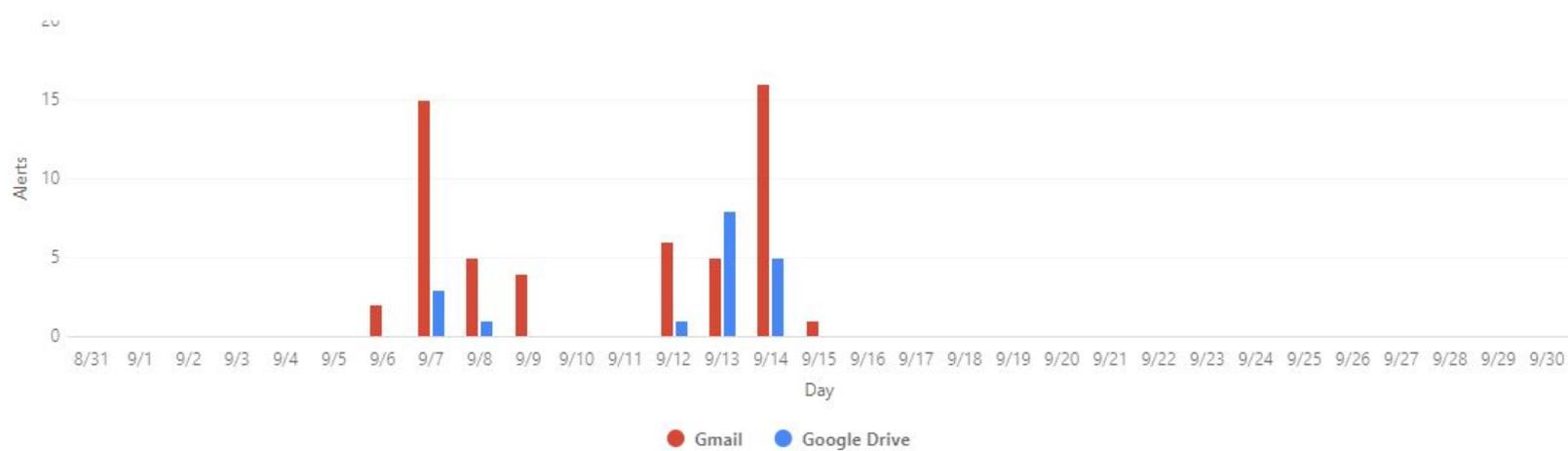
Prevention

- **Curriculum and Mental Health Support for Students**
 - Elementary School:
 - The Great Body Shop: Integrates Social and Emotional Learning performance objectives in instructional unit
 - Middle School:
 - Glencoe Teen Health
 - 2 units: Your Mental and Emotional Health, Mental and Emotional Disorders
 - High School:
 - Good-Heart Wilcox Health
 - Health 1 Chapter 17: Response (supplemental)
 - Health 2 Chapter 17 Sign of Suicide (supplemental)



Prevention Programs / Software

- RULER: (Recognizing, Understanding, Labeling , Expressing, Regulating)
 - Evidence based approach to social emotional learning
- DESSA: (Devereux Student Strengths Assessment)
 - Norm-referenced behavior rating scale
- BARK: Monitoring software for google suite



Type	Total Alerts	Severe Alerts
Self-Harm or Suicidal Content	51	5
Violence	31	6
Sexual Content	18	0
Profanity	15	0
Bullying	11	3
Drug/Alcohol-Related Content	5	5
103 Depression	3	2
Hate Speech	1	0



2 Intervention

- All Staff Protocol (one-pager)
- Gatekeeper Processes Step-by-Step
 - Upon notification or referral
 - After and attempt
 - Flowchart
 - Suicide Risk Assessment Level I and II
 - Student Coping Plan development and process
 - Forms and Assessment Tools embedded



3 Postvention

- Postvention: (after a suicide)
 - Guided in consultation with WESD Crisis Response Team
- Postvention: (after an attempt)
 - Student re-entry plan and process
 - Forms embedded



Other Resources

- Support Links
- Hotlines

[Plan Link](#)

End of Report



North Santiam School District

2022-23 Board of Directors

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

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Superintendent: Lee W. Loving

Assoc. Superintendent, Dave Bolin

Business Director, Rhonda Allen

Human Resources Director, Danielle Blackman

School Board/Superintendent Executive Secretary: Tonia Whisman

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Thursday, September 15, 2022 Regular Session

NSSD District Office/Santiam Room, 1155 N 3rd Ave, Stayton, OR 97383 ~ 6:00 PM

The meeting may be viewed at the following streaming link: <https://youtu.be/V6aB7sMFNng>

MINUTES - DRAFT

1. CALL REGULAR SESSION TO ORDER

Laura Wipper called the meeting to order at 6:10 pm. She noted which members were present (indicated below) and led everyone in the pledge of attendance.

PRESENT IN-PERSON: Mackenzie Strawn, Laura Wipper, Coral Ford, Student Rep, Rori Bentz

PRESENT VIRTUALLY: Mark Henderson & Alisha Oliver (Alisha 6:00-7:10 pm)

ABSENT WITH NOTICE: Mike Wagner, Erin Cramer and Student Rep, Omar Garcia

2. APPROVAL OF THE AGENDA

Changes to the agenda after posting on Sept. 9, 2022 were acknowledged:

Added Attachments-

- 3.1 - 8.18.22 Regular Session Meeting MInutes-DRAFT
- 5.2 - Aug 2022 Financials
- 10.1 - Sept 2022 Field Trip Report

Re-ordered Agenda Items-

- Consent Agenda was moved to appear immediately after the approval of the agenda
In addition, Agenda Item 7.0-Unfinished Business/Policy Updates was moved to occur after the agenda approval so all the motions could be approved at the beginning in event the 4th and/or 5th board members lost contact with the Zoom meeting (attending virtually from out of state/country)

MOTION- AGENDA APPROVAL

Motion that the Board approves the meeting agenda as modified.

Motion Made By: Coral Ford

Vote: 5-0, motion passed

3. CONSENT AGENDA

3.1 *Approval of Meeting Minutes*

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

- Attachment - 08.18.22 Regular Session Minutes-DRAFT

3.2 *Licensed Staff Changes*

Changes in Licensed staff since the last board meeting were included in the attachment. New hires require board approval and are noted below.

New Hires (Board Action Required)

Melissa Robertson - SHS/Advanced Math

Heath Ofstead - SHS/Art

Bryan King - SMS/Special Education (moved from Classified)

Jodie DeBauw -SES/Special Education (moved from Classified)

- Attachment - [Sept 2022 Licensed Report](#)

3.3 *Action on Consent Agenda*

MOTION-CONSENT AGENDA

Motion that the Board approve the Consent Agenda as presented.

Motion Made By: Mackenzie Strawn

Vote: 5-0, motion passed

7.0 UNFINISHED BUSINESS

7.1 *Policy Updates*

The following policies were presented for a 1st reading in August and were included for the 2nd Reading and possible approval. The Board agreed to accept the policies as submitted.

GBA-Equal Employment Opportunity

IL-Assessment Program

JHH-Student Suicide Prevention (new policy)

Attachments:

GBA -Equal Employment Opportunity-8.18.22

IL-Assessment Program D2 8.18.22

JHH Student Suicide Prevention - 09.15.22

Motion to approve the updates to policies GBA, IL and JHH as submitted.

Motion Made By: Coral Ford

Vote: 5-0, motion passed

4 STUDENT BUSINESS: Rori Bentz/Omar Garcia

This agenda item is for monthly reports from the NSSD Student Reps. to the Board and for other requests/reports from students. Rori gave the monthly report. Highlights included:

- Comments from a foreign exchange student from South Korea regarding his positive experience so far at SHS
- Outdoor School for Stayton Middle is happening the last week of Sept. and many SHS students are prepping to attend as counselors
- ASB is busy planning for homecoming week (Oct. 3-7), the community Halloween event and the canned food drive.
- Fall sports update

5 REPORTS

5.1 Superintendent's Report: Lee W. Loving

This standing agenda item is for the Board to receive a monthly report from the Superintendent.

Key points included:

- Review of his onboarding plan which includes a training with OSBA on Sept. 28, 2022
- *Soup with the Supt.* events are planned for 10/12/22 (SES), 11/30/22 (Old Mehama School) and 02/01/23 (Sublimity). Board members are welcome to attend.
- Start of the year reports. Each principal gave a brief update on how the start of the year has gone in their buildings and shared a few upcoming events.
- Plans for a report on a possible School Resource Officer (SRO) program in NSSD. He shared a list of items he and Stayton PD Chief, Gwen Johns, and asked for input. His list included:

- 1 NSSD & City Agreement, Purpose, Obligations, Responsibilities
- 2 Salary, Benefits, & Expenses
- 3 SRO Selection Process, Evaluation & Removal
- 4 SRO Duties, Responsibilities & Role in Schools
- 5 Calendar & Hours
- 6 School/Student-Specific Training
- 7 General Terms: Modifications, Indemnity, Liability, Renewal

There was a suggestion to include what the individual will wear while in schools

- Review of 2021 Oregon Senate Bill 744 which requires ODE to review existing state requirements for earning each of the diploma types and alternative certificates and produce a report by 9/1/22. He shared some of the findings and recommendations. His presentation is available to view at the [09/15/22 meeting link](#).
- Campus Safety Audit is being conducted at all schools with principals, the Safety & Security Director, and the Facilities Director. Once complete, he will bring the findings, along with recommendations, to the November board meeting
- Classroom Learning Walks (teacher observations) begin the following week in buildings. Each building is scheduled for visits twice a month. The main focus is to calibrate the observation rubric for instructional practices and teacher observations between District and building administrators.

5.2 Business Director's Report: Rhonda Allen

This standing agenda item is for the Board to receive the monthly financial report from the Business Director as well as other information relating to that department. The Business Director was not present because she was attending a conference out of town.

[Attachments](#)

- Accuity 6.22
- Aug 2022 Financials Board Report

5.3 District TAG Data: Dave Bolin

This agenda item is for the Board to receive an annual update on TAG (Talented and Gifted) data from the previous year. The presentation is available to view at the [09/15/22 meeting link](#). He noted that ODE is releasing new plan templates and qualifications in the coming weeks.

5.4 Licensed Union Report

This standing agenda item is to receive regular reports from the Licensed Union representatives. Union President Paulie Lime was present. She noted that the start of the year seems to be going well in all buildings, including the mentor program for new teachers.

6 PUBLIC COMMENT

There were no comments from the public.

7 UNFINISHED BUSINESS

7.1 **Policy Updates – see above after 3.3**

8 NEW BUSINESS

8.1 Policy Updates

The following policies were included for the 1st Reading. They will be brought back for further review and possible adoption at the next Regular Session Board meeting.

IGBI-Bilingual Education

JB- Equal Educational Opportunity

DJC- Bidding Requirements

LEBA-Resident Student Denial for Virtual Public Charter School Attendance

[Attachments](#)

DJC- Bidding Reqs - 09.15.22

IGBI-Bilingual Education 9.15.22

JB Equal Educational Opportunity 09.15.22

LBEA Resident Student Denial for Virtual Public Charter School Attendance 09.15.22

During the discussion regarding policy LEBA, there was a request for the Board to consider raising the 3% cap, provided by, to allow more students to leave the District to attend virtual public schools. The topic will be discussed at an upcoming meeting where more members are present.

9 RECURRING BUSINESS

9.1 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. It was noted that the upcoming Soup with the Supt. events will provide opportunities to connect with families.

9.2 Board Reflection

This standing agenda item has been added to allow the Board to collectively reflect upon statements made during public comment or topics covered during Reports. Highlights included:

- Mackenzie reported on visiting the SHS construction work site

- Laura shared her appreciation for the collaborative functioning of the Board and optimism for the upcoming school year
- Mark also shared enthusiasm for the good start to the school year

9.3 Board Report/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: Coral Ford

Possible Future Agenda Items:

- 3% cap
- Options Academy (mascot, programs, plans for graduation, board buddy)

10 INFORMATION ONLY

10.1 Field Trip Report:

A list of the field trips taken and/or scheduled since the start of the school year was included in the board packet. Any overnight stays are indicated in red.

- Attachment - [Sept 2022 Fieldtrips Report](#)

10.2 Student Enrollment:

Enrollment as of 9/13/22 was 2093. Enrollment numbers by grade level are available in the attachment.

Mari-Linn: 185

Sublimity: 365

Stayton Elementary: 333

Stayton Intermediate/Middle: 454

(SIS: 183 SMS:271)

Stayton High: 684

Options Academy: 72

Attachment - [September 2022 Enrollment Totals](#)

10.3 Future Agenda Items:

A list of possible future agenda items is attached as part of the board packet.

Attachment - [Agenda Items Annual Calendar rev 9.22](#)

As soon as the Options Academy building is fully complete, there are plans to hold an open house event.

10.4 Upcoming Board Events & Activities:

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

11 ADJOURN

Laura Wipper adjourned the meeting at 8:35 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.



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2022-23 Board of Directors

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Wednesday, September 28, 2022 Special Session

NSSD District Office/Santiam Room, 1155 N 3rd Ave, Stayton, OR 97383 ~ 6:00 PM

MINUTES - DRAFT

1 CALL SPECIAL SESSION TO ORDER

The Board Chair called the Special Session to order at 6:08 pm. She acknowledged those present (indicated below) and led everyone in the pledge of attendance. It was noted that the purpose of the meeting was to utilize a portion of the hours of training provided by the Oregon School Boards Association (OSBA) as a part of the Superintendent Search services they facilitated during the 2021-22 school year. The OSBA Director of Board Development, Steve Kelley, was present to facilitate.

PRESENT: Erin Cramer, Laura Wipper, Mark Henderson, Lee Loving & Tonia Whisman. Coral Ford arrived at 6:10 pm. Mike Wagner arrived at 6:12 pm. Mackenzie Strawn arrived at 6:20 pm.

2 APPROVAL OF THE AGENDA

MOTION- AGENDA APPROVAL

Motion that the Board approves the meeting agenda as presented.

Motion Made By: Laura Wipper

Vote: 4-0 (Mackenzie, Coral and Mike were not yet present), motion passed

3 REVIEW SUPT/ EVALUATION SYSTEM

Prior to starting the discussion regarding the evaluation system, Steve led the group for approximately 45 minutes in an exchange where everyone shared their thoughts and opinions on the superintendent-board relationship (both in general and also at NSSD). There was then a

lengthy discussion regarding the best practices for effective superintendent evaluations by school boards and specifically the NSSD's processes. They reviewed the District's current evaluation form during this discussion. Key points included:

- A recommendation to institute formal performance check-ins 2-3 times during the year to allow the Board to share feedback, concerns or questions regarding the superintendent's performance. These should occur during board meetings, in Executive Session (unless the Supt. requests an open session). This helps eliminate surprises for fellow board members or the superintendent at the end of the year. It also allows a supt. to adjust/improve performance during the year which can potentially impact staff performance and/or student outcomes.

In addition, there was a discussion regarding how the supt. should respond to requests/concerns from individual members. The Board reaffirmed collectively that no one member has authority and that these types of issues should be discussed as a group before requests for action (by the supt.) are made.

- A decision to adjust the language surrounding the 360 degree evaluation. It previously stated the 360 eval. "should be used only if the Supt. chooses" and it was changed to say "WILL be used only if the Supt. chooses". There may be some additional adjustment to this section for the 2023-24 school year to provide more clarity.
- A decision to add the words "and benefits" in the section previously labeled "Decision on Salary Adjustment".
- A decision to add a scoring box to the evaluation form for the progress on the superintendent's annual goals.
- A recommendation (by OSBA) to take all individual comments and combine them into 1-3 summative statements that all board members agree on. The same applies to the individual scores. They should be compiled into a collective score that represents the board as a whole.
- A recommendation (by OSBA) to avoid deep conversations between only board leadership and the superintendent regarding the completed evaluation. This discussion should occur in Executive Session with the entire board.
- Boards must take specific action in open session to approve the evaluation document once it is completed and prior to presenting it to the superintendent. In addition, conversations regarding salary & benefits must occur in open session.

4 REVIEW BOARD & SUPT. EXPECTATIONS

Due to time constraints this topic was not discussed.

5 BOARD/SUPT. OPERATING AGREEMENTS

Supt. Loving shared a draft agreement that he has put together using documents from other school districts as a template. It was recommended that he share it with all board members and give them a chance to review and comment on it prior to the next work session.

6 COMMUNICATION PROTOCOLS

Due to time constraints this topic was not discussed.

7 NEXT WORK SESSION TOPICS

- Board/Supt. Expectations
- Board/Supt. Operating Agreement
- Communication Protocols

The next meeting date was set for November 17, 2022 from 4:00-5:30 pm.

8 ADJOURN

The Board Chair adjourned the meeting at 9:12 pm.

EQUAL OPPORTUNITY EMPLOYER

ATTORNEY ENGAGEMENT & CONTINGENCY FEE AGREEMENT

It is HEREBY ACKNOWLEDGED AND AGREED by and between North Santiam School District (“Client”), Keller Rohrback L.L.P. and the Willamette Education Service District (“WESD” or collectively with Keller Rohrback, “Attorneys”) as follows:

1. Employment. Client hereby retains Attorneys to represent Client with respect to potential claims against the manufacturers and wholesalers of e-cigarettes and related products, including Juul Labs, Inc., and its corporate affiliates (“Defendants”). Attorneys will assist Client in gathering information and data relevant to Client’s potential claims. Attorneys will also advise Client with respect to those potential claims. At Client Representative’s request, Attorneys will institute proceedings to seek remedies on Client’s behalf as Client and Attorneys conclude is appropriate and advisable (“the Lawsuit”). This Agreement does not cover attorney fees in the event of appeals.

2. Responsibility of Attorneys. Although the individual attorneys listed below will be primarily responsible to represent Client in this matter, other members of Keller Rohrback and WESD may work on Client matters in accordance with their areas of practice. The primary attorneys representing Client from Keller Rohrback are Dean Kawamoto, Yoona Park, Felicia Craick and Garrett Heilman. The primary attorneys representing Client from WESD are Christine Nesbit and Lisa Freiley. Attorneys will consult with Client in connection with any settlement proposal before accepting same.

3. Responsibility of Client. Client will maintain control of the litigation. Client agrees to timely comply with Attorneys’ request. Client agrees to advise Attorneys of all facts, knowledge, or information relevant to Attorneys’ representation of Client, including facts, knowledge, or information which come to Client’s attention after execution of this Agreement.

4. Client Representative. Client designates its Superintendent, or their designee, to be the Client’s Representative. The Client’s Representative is responsible for receiving all communications from Attorneys and transmitting all communications from Client to Attorneys and for directing Attorneys. Client agrees that Attorneys may rely on Client’s Representative’s statements as an accurate reflection of Client’s position and desires. Attorneys agree to keep the Client’s Representatives informed of all significant developments regarding the representation.

5. Attorneys’ Fees. Other than as set forth in Paragraph 8, below, the fees that Client agrees to pay Attorneys (“Attorneys’ Fee” or “Attorneys’ Fees”) will depend on the outcome of the Lawsuit, as set forth here:

- a. “Sums Recovered” means all monies (and the value of any other property) actually paid in settlement of or judgment on the Lawsuit’s claims (including the settlement of any demand made by Attorneys on Client’s behalf before initiation of the Lawsuit), including any monies paid in settlement or judgment as an award of attorneys’ fees, costs, or interest.

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Suite 3200 Seattle, WA 98101
(206) 623-1900

- b. If the Sums Recovered is an amount less than or equal to \$10 million, the Attorneys' Fee shall be 17.5% of the recovery;
- c. If the Sums Recovered is an amount greater than \$10 million but less than or equal to \$20 million, the Attorneys' Fee shall equal the amount specified in Section 5(b) above, plus 15.5% of any Sums Recovered in the \$10 million to \$20 million range.
- d. If the Sums Recovered is an amount greater than \$20 million but less than or equal to \$25 million, the Attorneys' Fee shall equal the amount specified in Sections 5(b) and 5(c) above, plus 13.5% of any Sums Recovered in the \$20 million to \$25 million range.
- e. If the Sums Recovered is an amount in excess of \$25 million, the Attorneys' Fee shall equal the amount specified in Sections 5(b), 5(c), and 5(d) above, plus 11.5% of any Sums Recovered in excess of \$25 million.
- f. If the Lawsuit proceeds to trial, Attorneys will be entitled to an additional 2% of Sums Recovered specified in 5(a)-5(e).
- g. If the Lawsuit proceeds to trial and the court awards Client a monetary judgment and an attorneys' fee, and the attorneys' fee is greater than the percentage Attorneys would be entitled to under Section 5(a)-(f), then Attorneys will be entitled to the full attorneys' fee awarded by the Court, instead of the percentage fee.
- h. Client will not be required to pay any attorney fees in connection with the Lawsuit or this Agreement if no recovery is made; if recovery is made, Client shall be required to pay attorney fees only from the Sums Recovered from a defendant and no other Client funding source.

6. Advice Concerning Attorneys' Fee. Client has been informed of the alternative of employing Attorneys on an hourly fee bases. This alternative would require the payment of a \$25,000 retainer at commencement of the representation, payment of costs as incurred, and payment of legal fees each month for legal services. In deciding to engage Attorneys on a contingency fee basis, Client has considered the risks involved in this case, the experience and reputation of Attorneys, and the uncertainty regarding the number of hours required to prosecute the case.

7. Costs. Attorneys for Keller Rohrback will advance all "out-of-pocket" costs, fees, and expenses reasonably incurred by Attorneys in pursuing the Lawsuit ("Costs"). Notwithstanding the foregoing, Attorneys agree to notify and obtain Client's consent before incurring Costs aggregating more than \$1,000 in any single month.

Client understands that Attorneys shall seek reimbursement from defendants for all Costs actually expended, but that there is no guarantee that Costs will be reimbursed by the defendants to Attorneys. Attorneys will be reimbursed for all Costs out of any settlement or recovery in addition to any Attorneys' Fees they receive under Paragraphs 5 or 8, as the case may be. Fees shall be determined in accordance with Paragraphs 5 and 8 before the deduction of any Costs. Attorneys shall be reimbursed for Costs first, from any monies paid by a defendant on account of Cost reimbursement and, if such monies are insufficient, from any monies paid as part of the Sums Recovered. **Client will not be responsible to reimburse Attorneys for Costs incurred in connection with this Agreement if no recovery is made; if recovery is made, Client shall be required to reimburse Attorneys for Costs only from Sums Recovered from a defendant and no other Client funding source.**

Attorneys may, with Client's prior consent which shall not unreasonably be withheld, hire any expert or consultant whose services Attorneys advise Client is necessary for the evaluation or prosecution of any of the claims within the scope of the Lawsuit.

8. Cost and Fee Sharing. It is Attorneys' intent to divide the work and attorney fees in this Lawsuit approximately 85/15 between Keller Rohrback and WESD. Keller Rohrback will bear sole responsibility to pay for Costs, subject to its right to reimbursement as provided in Paragraph 7. WESD will not be required to reimburse Keller Rohrback for Costs advanced by Keller Rohrback. By signing this Agreement, Client consents to the terms of the association of Attorneys and their division of fees.

9. Withdrawal or Discharge. Subject to Court rules and other applicable laws, Attorneys shall have the right to withdraw from representation of Client upon giving reasonable notice of the intention to withdraw. In the event of withdrawal of Attorneys or discharge of Attorneys by Client, Attorneys may seek reasonable fees for services rendered according to the terms of Paragraph 5, above. Client shall have the right to discharge Attorneys at any time. If Client discharges Attorneys, Attorneys retain the right to seek reasonable fees for services rendered according to the terms of Paragraph 5, above.

10. Disclosure Regarding Representation of Multiple Clients and Consent. Multiple school districts are or may become represented by Attorneys with respect to claims against the manufacturers and wholesalers of e-cigarettes and related products, including Juul Labs, Inc. and its corporate affiliates in the Multidistrict Litigation ("MDL"). The purpose of this disclosure is to identify potential conflicts so Client can make an informed decision about whether to consent to Attorneys' representation of multiple clients in the Lawsuit.

Although Attorneys do not believe that Client's interests currently conflict with another client, it is possible that interests may come into conflict later in ways we cannot now predict and if they do, it may prevent the Attorneys from continuing to represent Client in the Lawsuit; in that situation Client would need to incur the expense of a separate lawyer to represent it. Conflicts may arise with regard to: (a) litigation strategies that can impact different clients differently;

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and (b) settlement issues, for example, where multiple clients have different ideas regarding the propriety of settlement or how limited settlement amounts should be allocated between the multiple clients. Should a conflict arise with respect to a settlement demand or litigation strategy, there may be a need for Client(s) to consult independent counsel.

Attorneys recommend that Client seek independent counsel before finalizing its decision to proceed with Attorneys' representation, including whether or not to sign this conflict disclosure and waiver. Whether or not Client consults with separate counsel, however, is up to Client. Client remains free to seek independent counsel at any time even if it decides to sign this Agreement.

By signing this Agreement, Client expressly acknowledges: (1) having carefully read and fully understanding the disclosures set forth above; (2) having carefully considered all of the circumstances and potential conflicts described above; and (3) having had the opportunity to consult with independent counsel regarding this Agreement. By signing this Agreement, Client consents to Attorneys' representation of Client in the Lawsuit, and consents to Attorneys' representation of others in the MDL.

11. Venue and Attorneys' Fees. The Parties agree that in the event any dispute should arise with respect to this Agreement, venue shall lie in Portland, Oregon. Further, the prevailing party in such an action shall be awarded reasonable costs and attorneys' fees.

12. Outcome. Attorneys do not guarantee or represent a particular result in this Lawsuit. Client understands the risks associated with pursuing this Lawsuit.

13. No Other Agreements. Client has read this contract, has received a copy of it, and agrees to its terms and conditions. There are no oral or other agreements between Client and Attorneys. This Agreement when signed below by Client replaces any prior understandings or oral agreement between Client and Attorneys.

14. Governing Law. This Agreement and all aspects of the Parties' relationship shall be construed under the laws of the State of Oregon, without regard to choice of law principles.

15. Other Provisions. This Agreement may be executed in one or more counterparts and transmitted by mail, overnight delivery service, and/or email, each one of which shall constitute an original and all of which shall constitute one and the same document.

16. Effective Date and Right to Rescind. This Agreement will take effect upon its execution by all parties.
CLIENT UNDERSTANDS THAT IT IS ENTITLED TO RESCIND THIS AGREEMENT WITHIN 24 HOURS AFTER SIGNING UPON WRITTEN NOTICE TO ATTORNEYS.

NORTH SANTIAM SCHOOL DISTRICT

_____ Lee Loving, Superintendent DATED

ACCEPTED: Keller Rohrback L.L.P. DATED

ACCEPTED: Willamette Education Services District DATED

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North Santiam School District

2022-2023 Superintendent Evaluation Form

LEE W. LOVING

2022-2023 Board of Directors

Board Chair, Alisha Oliver

Board Vice, Erin Cramer

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

Why the Evaluation is a Critical Element of the Board/Superintendent Relationship

A healthy working relationship between the North Santiam School District Board of Directors and the District's superintendent is foundational for the success of the District, its staff and the educational outcomes for the student population. It must be stated that the superintendent is hired by the District Board of Directors – he or she is the only staff member who reports directly to the board. Therefore, the superintendent's evaluation is a critical mechanism to guide actions that ultimately steer District staff's efforts in alignment with District goals and board expectations.

The District benefits from an integrated annual planning and budgeting process where the superintendent and District staff considers District goals to derive annual program goals and strategies to achieve them. These include long-term, mid-term and short-term focus. These strategies, once fully developed, are then resourced in the District budget. An annual workshop involving board members and District staff provides updates on progress as well as updated goals for the upcoming school year.

Purpose:

The evaluation is a two-way discussion of the Superintendent's performance over the entire year. The purpose of this evaluation is to:

- Help the Superintendent establish performance objectives and work toward achievement of those objectives;
- Assess the Superintendent's performance in 1. leading the District, 2. achieving district-wide educational goals. and 3. accomplishing annual performance objectives in accordance with the established objectives and prescribed standards;
- Identify and reinforce positive aspects of the Superintendent's performance; and
- Identify areas in which improvement is needed.

Communication is essential to achieving these goals. The real value of a formalized evaluation process occurs when the Superintendent and Board come together on a scheduled basis to assess performance and progress, to elicit ideas on how to improve, and to plan together for the future. The North Santiam School Board believes the benefits of an open, constructive evaluation process are varied and include:

- Improved performance;
- Enhanced commitment and motivation;
- Reduced tension and anxiety;
- Development of a stronger working relationship between the Board and the Superintendent;
- Increased realism about District goals and accomplishments;
- Ability to focus on District educational goals and important tasks and objectives;
- Development of better goals and objectives for the coming year.

represents a change represents added language

Process:

1. **Establishment of Performance Objectives for the District:** The performance objectives will be based on measurable records of performance for the educational achievements of students, staff, facilities and programs within the District. The Superintendent and the Board, through a collaborative effort, will establish the performance measures and objectives.
2. **Establishment of annual goals and work objectives for the year:** As part of the annual evaluation process the Board and Superintendent will develop annual goals by August 30th of each year. The Board and Superintendent will meet at least once during the year to review the progress of the **annual** goals.
3. **Adoption of Evaluation Criteria:** The Board will adopt the evaluation criteria, goals, and performance measures* and objectives, which will be used in the evaluation process at a regular or special meeting.
4. **Completion of Evaluation:** The evaluation will be conducted as follows:
 - A. **Goals, performance measures and objectives:** The Superintendent will prepare a report on the progress made on each goal, its performance measure, and objective as established in a collaborative effort with the Board. Other evidence of performance may include:
 - Metrics or other means that demonstrate:
 - Student success across programs
 - Quality staff and their ongoing development
 - Degree of achievement of district goals
 - Degree of achievement of program goals in alignment of district goals
 - Support and confidence of all communities for district efforts
 - Guided alignment of budget development, subsequent adoption and outcomes achieved
 - Observed behaviors during all meetings including board members
 - Regular and ad hoc written and verbal reports, including the sufficiency of these reports
 - Observed evidence of delegated leadership and shared goals in the schools of the district, primarily, but not limited to the particular observances of “board buddies”.
 - Response to previous feedback provided
 - B. **Evaluation Forms:** Each board member will complete a separate evaluation form. The Board will meet to compile, review, and discuss the composite evaluation report. **In the second or subsequent years**, this process may also include a 360-degree evaluation allowing the Superintendent to request more subjective information and **will** be used only if the Superintendent chooses to use it for feedback to the Board. The individuals selected to give the feedback and the

questions asked should be selected by the Superintendent, or jointly by the Superintendent and the Board. The Superintendent should compile the information gathered to share with the Board at the performance review. The 360-degree evaluation allows feedback from observers outside the Board/Superintendent leadership team, such as administrators, directors, staff, parents, and community which may not be directly addressed by the basic evaluation document attached.

- C. **Composite Evaluation:** The composite performance rating for the Superintendent will include two (2) to three (3) components:
 - a) **Progress on Goals and Performance Objectives**
 - b) **Superintendent Composite Evaluation Form**
 - c) **360 Degree Evaluation**
 - D. **Meeting with Superintendent:** The Board will meet with the Superintendent in an Executive Session of the Board to review and finalize the composite evaluation report. At the Superintendent's option, the meeting may be open to the public as permitted by ORS 192.660.
 - E. **Update of Performance Measures and Objectives and Establishment of Annual Goals and Objectives:** The Board and Superintendent shall review and update the goals and performance measures and objectives to be used for the next year's evaluation by no later than August 30th.
- 5. Decision on Salary & Benefit Adjustment:** Based on the evaluation the Board will decide on a salary and benefit adjustment. Salary adjustments will be considered at regularly scheduled board meetings. Any salary and/or benefit adjustment approved by the Board will take effect on July 1st of each year.

Evaluation Timelines:

- Year-Round
 - Active preparation to provide thoughtful feedback via evaluation process. Reflect and document observances of primary evidence of performance noted above, but also of any other pertinent evidence felt to be important to include.
- Winter:
 - Interim update on status of goals. Discussion between board and superintendent of goals in preparation for budget development and annual strategic planning effort.
- Spring:

- Completion of individual superintendent evaluation by board members; compilation of individual results; review, refinement and consensus on final evaluation, scoring, and comments.
- Meeting involving board chair and vice-chair to provide evaluation feedback to the superintendent.
- Participate and observe annual budget development updates and subsequently the work of the Budget Committee.
- Summer:
 - Participate and observe annual NSSD strategic planning effort, including program reports of past school year's achievements and new goals for the following school year.
- Fall:
 - Ensure evaluation tools include any updates to district and/or superintendent goals.

Areas of Evaluation for the Superintendent:

1. [Shared Leadership](#)
2. [Duties of the Superintendent](#)
3. [Continuous Improvement In Schools & District Programs](#)
4. [Data-Based Decision-Making](#)
5. [Community Relations & Involvement](#)
6. [Supportive District Work Environment](#)
7. [Staff Development](#)
8. [Superintendent Goals](#)
9. Supporting 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

Scoring Scale:

6 = Exemplary:	Performance routinely exceeds standard and is consistently a model for others
5 = Accomplished:	Performance often above standard with occasional average effort
4 = Effective:	Performance consistently and adequately meeting standard, sometimes moderately exceeding it
3 = Emerging:	Performance demonstrates a rising effort, attention and energy toward meeting standard with some successes

2 = Developing: Performance demonstrates awareness of need for effort, movements toward success and attention on growth
 1 = Ineffective: Performance lacking effort and/or awareness of need

1. SHARED LEADERSHIP

Provided visionary leadership that was broadly shared by staff across the District and is optimally demonstrated by staff who led each other toward that shared clear vision, common goals and high expectations.

Board Member	Score	Comments

2. DUTIES OF THE SUPERINTENDENT

Characterized by effective organizational management of the District in accordance with board policy; strong financial stewardship with attention on both near and longer term aspects; implemented District, state and national policy with fidelity; cultivated collaborative relationships and advocated for District needs.

Board Member	Score	Comments

SCORING SCALE:

6 = Exemplary: Performance routinely exceeds standard and is consistently a model for others
5 = Accomplished: Performance often above standard with occasional average effort
4 = Effective: Performance consistently and adequately meeting standard, sometimes moderately exceeding it

- 3 = Emerging: Performance demonstrates a rising effort, attention and energy toward meeting standard with some successes
- 2 = Developing: Performance demonstrates awareness of need for effort, movements toward success and attention on growth
- 1 = Ineffective: Performance lacking effort and/or awareness of need

3. CONTINUOUS IMPROVEMENT IN SCHOOLS AND DISTRICT PROGRAMS

With a focus on cultural equity responsiveness, routinely monitored district program effectiveness, staff performance, learning and growth of all students; proactively identified positive or negative trends; supported effective improvement efforts or developed strategies to arrest and correct ineffective efforts; aligned resources to implement any identified improvements or course corrections.

Board Member	Score	Comments

4. DATA-BASED DECISION MAKING

Decisions were routinely informed by ethical and reliable data and/or research at the student-level, as well as each school and the district. This should be characterized by use of data and/or research by staff across the district.

Board Member	Score	Comments

SCORING SCALE:

- 6 = Exemplary: Performance routinely exceeds standard and is consistently a model for others
- 5 = Accomplished: Performance often above standard with occasional average effort

- 4 = Effective: Performance consistently and adequately meeting standard, sometimes moderately exceeding it
- 3 = Emerging: Performance demonstrates a rising effort, attention and energy toward meeting standard with some successes
- 2 = Developing: Performance demonstrates awareness of need for effort, movements toward success and attention on growth
- 1 = Ineffective: Performance lacking effort and/or awareness of need

5. COMMUNITY RELATIONS & INVOLVEMENT

Developed and communicated expectations for adherence to a Communication Plan that guided all district staff toward consistent outreach and collaboration with multiple and diverse stakeholder groups in support of student learning and district programs. This should include strategies to promote school/student information as appropriate to various district groups/communities, to engage and effectively communicate with community partners and other constituencies to strengthen student learning; and to cultivate relationships/partnerships with business, civic and local government groups in support of advocacy for district, school and community needs.

Board Member	Score	Comments

6. SUPPORTIVE DISTRICT WORK ENVIRONMENT

Fostered an environment across the district where all staff feel included, valued, supported and enabled to succeed in their individual and collective roles. Maintained high expectations for administrators and staff to also be part of a supportive environment that fosters district successes.

Board Member	Score	Comments

SCORING SCALE:

- 6 = Exemplary: Performance routinely exceeds standard and is consistently a model for others
- 5 = Accomplished: Performance often above standard with occasional average effort
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- 3 = Emerging: Performance demonstrates a rising effort, attention and energy toward meeting standard with some successes
- 2 = Developing: Performance demonstrates awareness of need for effort, movements toward success and attention on growth
- 1 = Ineffective: Performance lacking effort and/or awareness of need

7. STAFF DEVELOPMENT

Maintained and supported steady attention on development of all staff; promoted and implemented such staff development consistently in alignment with district goals and vision for effective, culturally responsive programs; maintained methods to evaluate staff, provide feedback and take corrective actions.

Board Member	Score	Comments

8. PROGRESS ON SUPERINTENDENT’S ANNUAL GOALS

- 1. Rebuilding Trust with All Stakeholders**
 - Formal and Informal Community Engagement Events/Activities
 - Winter and Spring Parent Survey
- 2. Moving from Student Engagement to Student’s Flourishing**
 - Middle & High School Activity Engagement
 - 1st, 6th & 9th Grade Attendance
 - 3rd, 8th & 11th Grade Reading
 - 3rd, 8th & 11th Grade Mathematics
 - 9th Grade On-Track Longitudinal Rate
 - 12th Grade On-Time Graduation Rate
 - Student Belonging & Engagement - Youth Truth Survey
- 3. Creating the Conditions Where Every Person Feels They Belong**
 - Exit Survey Data
 - Staff Retention
 - Staff Engagement & Culture - Youth Truth Survey
- 4. Revisit NSSD Vision & Mission**
 - Define Process
 - Process
 - Implement

- Synergize same Vision * & Mission for All Schools in 2023-24

5. Communication: Get Better at Telling our Story

- Conduct WESD Communications Audit
- Review Communications Audit Findings
- Implement Findings

6. Long Term Goal: Every NSSD student is provided a world class educational experience that helps them to flourish and be ready for any path they choose.

Board Member	Score	Comments

9. SUPPORTING DISTRICT GOALS

GOAL #1: *Ensure that Each Student has the Opportunity to Achieve Excellence through Measurable Progress & Personal Growth Each Year.*

Maintained a keen and proactive focus on student outcomes as well as recognition that this is the most critical work of the district; understood how staff in all programs contributed; actively pursued program options that well served all students; used data to inform decisions related to student learning and growth; maintained means for staff to make informed decisions for student success as well as evaluate the effectiveness of such decisions.

Board Member	Score	Comments

SCORING SCALE:

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- 5 = Accomplished: Performance often above standard with occasional average effort

- 4 = Effective: Performance consistently and adequately meeting standard, sometimes moderately exceeding it
- 3 = Emerging: Performance demonstrates a rising effort, attention and energy toward meeting standard with some successes
- 2 = Developing: Performance demonstrates awareness of need for effort, movements toward success and attention on growth
- 1 = Ineffective: Performance lacking effort and/or awareness of need

GOAL #2: Provide Sustainable, Quality Facilities and Promote Positive School Climates

District buildings, grounds and athletic facilities were maintained sustainably and in good repair; various district communities were appropriately included; technology continued to evolve in support of student learning and district needs; and school environments were managed with high expectations for supportive learning environments, cultural sensitivity and an absence of bullying.

Board Member	Score	Comments

GOAL #3: Promote Student and Staff Involvement in the Community and Involve the Community in Our Schools

Ensured effective implementation of the district’s communication plans and expectations, with fidelity.

Board Member	Score	Comments

SCORING SCALE:

- 6 = Exemplary: Performance routinely exceeds standard and is consistently a model for others
- 5 = Accomplished: Performance often above standard with occasional average effort
- 4 = Effective: Performance consistently and adequately meeting standard, sometimes moderately exceeding it
- 3 = Emerging: Performance demonstrates a rising effort, attention and energy toward meeting standard with some successes

2 = Developing: Performance demonstrates awareness of need for effort, movements toward success and attention on growth
1 = Ineffective: Performance lacking effort and/or awareness of need

GOAL #4: *Recruit, Develop, Value, and Retain High Quality Staff*

Maintained a positive image and culture for the district, internally and externally; ensured timely performance evaluations and feedback; developed or maintained opportunities for staff to learn and grow on the job; provided career prospects that attract and retain staff; maintained appropriate resources for student support and intervention; sought to understand staff workplace satisfaction and/or gather input when appropriate.

Board Member	Score	Comments

SCORING SCALE:

6 = Exemplary: Performance routinely exceeds standard and is consistently a model for others
5 = Accomplished: Performance often above standard with occasional average effort
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1 = Ineffective: Performance lacking effort and/or awareness of need

ADDITIONAL COMMENTS

Board Member	Comments



North Santiam School District

Code: DJC
Adopted: 7/01/96
Revised/Readopted: 1997; 1998; 2000; 3/17/11;
2/21/13; 6/15/17
Orig. Code: DJC

Bidding Requirements

The Board is the Local Contract Review Board (LCRB) for the district. All public contracts shall be invited in accordance with applicable competitive procurement provisions of the Oregon Revised Statutes and the adopted public contracting rules.

The Board, acting as its own LCRB, ~~adopts~~ ~~will adopt~~ its own rules of procedure that will govern district purchasing. Consequently, the model rules adopted by the Attorney General shall not apply to the district. The district's rules may include portions of the *Oregon Attorney General's Model Public Contract Rules* OAR Chapter 137, Divisions ~~030 through 035, and~~ 046 through ~~049~~ 49, in effect at the time this policy is adopted.

The district shall procure the construction manager/general contractor services in accordance with model rules the Attorney General adopts under Oregon Revised Statute (ORS) 279A.065(3).

Additionally, the Board may include as part of its rules portions of the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125, Divisions ~~Division~~ 246-249 in effect at the time this policy is adopted.

~~The~~ ~~Where necessary, the~~ Board may make ~~has made~~ the written findings required by law for exemptions from competitive bidding. Such findings shall be maintained by the district and made available on request.

The district shall review its rules each time the Attorney General adopts a modification of the model rules, as required by ORS 279A.065(65)(b), to determine whether any modifications need to be made to district rules to ensure compliance with statutory changes. New rules, as necessary, shall be adopted by the Board. In the event it is unnecessary to adopt new rules, Board minutes will reflect that the review process was completed as required.

The Board, acting as the LCRB, may enact a resolution that authorizes the district to designate a public improvement as a community benefit contract per the requirements included in ORS 279C.300 to 279C.470.

~~The Board recognizes that a public contracting agency that has not established its own rules of procedure as required under ORS 279A.065(5) is subject to the model rules adopted by the Attorney General, including all modifications to the model rules that the Attorney General may adopt.~~

Procurements ~~for services~~ estimated to be in excess of \$250,000 shall go through the cost analysis and feasibility process described in ORS 279B.

END OF POLICY

Legal Reference(s):

ORS Chapters [279](#), [279A](#), [279B](#) and [OAR Chapter 125](#), Divisions 246-249
[279C](#)

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL.

Cross Reference(s):

DJ - District Purchasing
DJCA - Personal Services Contracts
DJG - Vendor Relations

North Santiam School District

Code: IGBI
Adopted: 3/01/18

Bilingual Education

Students whose primary language is ~~a language~~ other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction and other educational activities.

Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal or signed communication in a language they can understand.

END OF POLICY

Legal Reference(s):

[ORS 336.079](#)

[OAR 581-021-0046](#)

[OAR 581-022-2310](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6801-7014 (2018).

North Santiam School District

Code: JB
Adopted: 7/01/96
Readopted: 10/19/17; 1/21/21
Orig. Code: JB

Equal Educational Opportunity

Every student of the district will be given equal educational opportunities regardless of age, sex, sexual orientation, gender identity¹, race², religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability or geographic location.

The district shall develop and implement an Equal Educational Opportunity Plan that assures that no student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district or denied access to facilities in the district.

A student or parent may also access and use the district’s general complaint procedure through Board policy KL - Public Complaints. ~~The district will communicate the availability of policy and complaint procedures to students and their parents.~~

All reports, complaints or information will be investigated.

The district will communicate the availability of policy and available complaint procedures to students and their parents through available district communication systems, handbooks and will be published to the district website. It will also be available at the district office during regular business hours.

A student of the district may not be subjected to retaliation by the district for the reason that the student has in good faith reported information that the student believes is evidence of a violation of a state or federal law, rule or regulation.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)
[ORS 192.630](#)
[ORS 326.051](#)
[ORS 329.025](#)
[ORS 332.107](#)
[ORS 336.086](#)
[ORS 659.850](#)

[ORS 659.852](#)
[ORS 659A.001](#)
[ORS 659A.003](#)
[ORS 659A.006](#)
[ORS 659A.103 - 659A.145](#)
[ORS 659A.400](#)
[ORS 659A.403](#)

[ORS 659A.406](#)
[OAR 581-021-0045](#)
[OAR 581-021-0046](#)
[OAR 581-022-2310](#)
[OAR 839-003-0000](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

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 Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12333 (2018).
House Bill 2935 (2021).
House Bill 3041 (2021).

Cross Reference(s):

AC - Nondiscrimination
ACA - Americans with Disabilities Act

North Santiam School District

Code: LBEA
Adopted: 10/19/17
Revised/Readopted: 1/21/21

Resident Student Denial for Virtual Public Charter School Attendance**

The district will annually, by September¹30, calculate the percentage of the number of students residing within the district boundaries, who are enrolled in a virtual public charter school not sponsored by the district. When the established percentage is more than three percent, the district may choose not to approve the release of additional students to enroll in virtual public charter schools, subject to the requirements in Oregon Administrative Rule (OAR) 581-026-0305 (2).

The district will send a notice of disapproval to a parent² of a student who has sent a notice to the district of intent to enroll the student in a virtual public charter school within 14 days of the receipt of the initial notice. The district may send notice of approval but if this does not occur within 14 days of the receipt of the notice to the district, the student shall be deemed approved for enrollment in a virtual public charter school.

The district is only required to use data that is reasonably available including but not limited to the following for such calculation:

1. The number of students residing in the district enrolled in the schools within the district;
2. The number of students residing in the district enrolled in public charter schools located in the district;
3. The number of students residing in the district enrolled in virtual public charter schools;
4. The number of home-schooled students who reside in the district and who have registered with the Willamette Educational Service District; and
5. The number of students who reside in the district enrolled in private schools located within the school district.

A parent may appeal a decision of a the district to not approve a student enrollment to a virtual public charter school to the State Board of Education under OAR 581-026-0310.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 338.125](#)

[OAR 581-026-0305](#)
[OAR 581-026-0310](#)

¹ Per OAR 581-026-0305 (7)(a) the district must choose annual, semi-annual or other date used for calculation; dates are provided as a recommendation only.

² “Parent” means parent, legal guardian or person in “parental relationship” as defined in Oregon Revised Statute (ORS) 339.133.

North Santiam
School District

Code: JEFA
Adopted: 2/22/99
Readopted: 10/19/17
Orig. Code(s): JEFA

Closed Campus**

School campuses are closed from the time of **student** arrival until classes are dismissed at the end of the school day. No student is to leave **campus** at any time **during the school day**, for any reason, with the following exceptions:

1. A specific need verified by parent/**guardian** and approved by the administrator;
2. Students who have **a signed** parent/**guardian** and school-approved work-release privilege;
3. **Grades 9-12 campuses may be open on a limited basis during the designated daily lunch period as deemed appropriate by the High School Principal and approved by the Superintendent;**
4. Any other days designated by the **Superintendent** ~~district~~.

Students who leave school grounds without authorized permission are considered truant.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Cross Reference(s):

JEFB - Release Time of Religious Instruction

Oct 2022 Field Trip Report

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

Trip ID/Name	Trip Destination	Building	Departure Date Time	Return Date Time	Students	Adults	Educational Objectives	Organization	Status
216639 - 11th Annual Beavers Beyond The Classroom	Oregon State University-Gill Coliseum Corvallis Oregon	Mari Linn School	Dec 1, 2022, 8:30am	Dec 1, 2022, 2:00pm	38	11	Expose Students and support AVID's mission of a college going culture.	Curriculum	pending
Girls Varsity Basketball	Toledo High School/VRBO house in Waldport	Stayton High School	Nov. 18, 2022, approx. 6pm	Nov. 20, 2022, 12:00pm	12	2	Team Bonding	Athletics	pending
216683 - Day of Dead Celebration	McKay High School 2440 Lancaster Dr NE Salem, Oregon	Stayton High School	Saturday, Nov. 5, 2022, 11:30am	Saturday, Nov. 5, 2022, 6:15pm	40	1	Student exposure to cultural event of Day of the Dead	Curriculum	pending
216640 - OSU Tour	Oregon State University 661 SW 26th St. Corvallis	Sublimity School	Nov. 2, 2022, 8:00am	Nov. 2, 2022, 2:15pm	63	15	Support students in being college and career ready. To learn different STEM concepts through hands on activities.	Curriculum	pending
216637 - AVID 11/12 OSU	Oregon State University 661 SW 26th St. Corvallis	Stayton High School	Oct 31, 2022, 8:00am	Oct 31, 2022, 1:30pm	30	3	AVID College & Career Opportunity Knowledge	AVID	approved
216620 - Cesar Chavez Conference	Western Oregon University	Stayton High School	Oct 28, 2022, 7:30am	Oct 28, 2022, 4:00pm	20	2	Our senior latino students who attend will learn about leadership, lifeskills, and post graduate opportunities.	Curriculum	approved
216643 - Chemeketa Tour	Chemeketa Community College, Pietro's Pizza	Options Academy	Oct 27, 2022, 9:30am	Oct 27, 2022, 1:00pm	24	2	Learn about Chemeketa 1 and 2 year degree/licensure programs. Also providing lunch and some fun for students.	Career/ College Pathways	pending
216627 - ML 3-5 Team - EZ Orchards Pumpkin Patch	EZ Orchards 5504 Hazelgreen Rd NE Salem	Mari Linn School	Oct 25, 2022, 10:45am	Oct 25, 2022, 1:30pm	52	8	Make observations of plants and animals to compare the diversity of life in different habitats. Use observations to describe patterns of what plants and animals, need to survive.	Curriculum	approved
216615 - 1005-SES Stayton Walking Field Trip 141	Stayton Post Office, Stayton Library, Star Cinema, Brown House, Police Station, Pioneer Park	Stayton Elementary School	Oct 21, 2022, 8:45am	Oct 21, 2022, 2:15pm	90	30	Students will be able to gain first-hand knowledge of the historical sites in their community and how they work to support the members of the community.	Curriculum	approved

216638 - AVID 9/10 Ropes Course	Salem Ropes, LLC 7085 Battle Creek Rd SE, Salem	Stayton High School	Oct 18, 2022, 8:15am	Oct 18, 2022, 2:15pm	50	3	AVID Team Building	AVID	approved
216625 - Pumpkin Patch	Greens Bridge 3730 Jefferson Scio Drive SE Jefferson, OR	Mari Linn School	Oct 17, 2022, 8:45am	Oct 17, 2022, 1:30 pm	68	18	Make observations of plants and animals to compare the diversity of life in different habitats. Use observations to describe patterns of what plants and animals, need to survive.	Curriculum	approved
216589-SHS College Fair	1000 NE Multnomah Street, Portland	Stayton High School	Oct 10, 2022, 8:00am	Oct 10, 2022, 12:15pm	40	2	Juniors and Seniors will have a chance to visit with schools from across the country, and to consider what might be a good option for them.	Career/ College Pathways	approved
216594 - SUB Kindergarten Field Trip	EZ Orchards 5504 Hazelgreen Rd NE Salem	Sublimity School	Oct 7, 2022, 10:15am	Oct 7, 2022, 2:00pm	73	2	K/1 Fall Field Trip- seasonal agriculture	Curriculum	approved
216593 - 1009- Kindergarten SES to Heiser Pumpkin Patch	21425 Grand Island Loop, Dayton	Stayton Elementary School	Oct 7, 2022, 8:30am	Oct 7, 2022, 1:45pm	72	50	life science: life cycle unit re: vegetables/fruits/plants	Curriculum	approved
216626 - SHS Lifeskills to Library	Stayton Library	Stayton High School	Oct 4, 2022, 9:00am	Oct 4, 2022, 12:00pm	5	5	They will assist in unloading book bins from a truck, set up and arrange the books.	Curriculum	approved
216560 - SUB 7th Grade ODS	3400 SW Abalone St, South Beach, OR	Sublimity School	Oct 3, 2022, 9:30am	Oct 5, 2022, 2:30pm	50	5	Develop an understanding of, and an appreciation for, their natural environment and will acquire desirable attitudes concerning the conservation of natural and human resources.	ODS	approved
216585 - AVID Trip to U of O	University of Oregon	Stayton High School	Sept 30, 2022, 9:15am	Sept 30, 2022, 2:15pm	29	3	AVID- career pathways- agriculture studies- working on a farm	AVID	approved
216559 -SUB 8th gr Outdoor School	3400 SW Abalone St South Beach, OR 97366	Sublimity	Sept 28, 2022, 9:00am	Sept 30, 2022, 2:30pm	42	4	Social studies: our community	ODS	approved
216598 - SMS 6th Grade Outdoor School Counselors	Camp Tadmor, 43943 McDowell Crk Rd, Lebanon	Stayton Middle School	Sept. 26, 2022 9:00am	Sept. 30, 2022 2:00pm	20	2	Develop an understanding of, and an appreciation for, their natural environment and will acquire desirable attitudes concerning the conservation of natural and human resources.	ODS	approved

216563 - SMS 6th Grade Outdoor School Counselors	Camp Tadmor, 43943 McDowell Crk Rd, Lebanon	Stayton Middle School	Sept. 25, 2022 2:30pm	Sept. 30, 2022 3:30pm	20	2	Chaperone 6th graders during ODS (see above)	ODS	approved
216601 - Capital District Leadership Camp	Aldersgate 7790 Marion Rd Turner, OR	Stayton High School	Sept. 25, 2022 9:30am	Sept. 25, 2022 2:00pm	7	1	Student will participate in workshops related to the office. They will collaborate with other officers and compete in the Rituals contest.	Curriculum	approved

NSSD Enrollment Totals as of 10/14/22

School Name	Grade	March '20	June '22	Sept '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23
MARI-LINN	KG	21	25	25	22								
MARI-LINN	1	21	17	25	25								
MARI-LINN	2	23	15	19	19								
MARI-LINN	3	25	17	14	14								
MARI-LINN	4	29	17	21	21								
MARI-LINN	5	26	18	16	17								
MARI-LINN	6	23	22	21	21								
MARI-LINN	7	26	24	20	22								
MARI-LINN	8	22	18	24	24								
MARI-LINN	ALL	216	173	185	185								
OPTIONS ACADEMY	KG	N/A	1	1	0								
OPTIONS ACADEMY	1	N/A	2	0	0								
OPTIONS ACADEMY	2	N/A	2	0	0								
OPTIONS ACADEMY	3	N/A	2	0	0								
OPTIONS ACADEMY	4	N/A	4	0	0								
OPTIONS ACADEMY	5	N/A	2	1	1								
OPTIONS ACADEMY	6	N/A	5	0	1								
OPTIONS ACADEMY	7	N/A	4	2	2								
OPTIONS ACADEMY	8	N/A	6	0	0								
OPTIONS ACADEMY	9	N/A	12	2	2								
OPTIONS ACADEMY	10	N/A	20	8	12								
OPTIONS ACADEMY	11	N/A	29	15	19								
OPTIONS ACADEMY	12	N/A	47	43	46								
OPTIONS ACADEMY	ALL		136	72	83								
STAYTON ELEMENTARY	PreK-3	N/A	5	4	4								
STAYTON ELEMENTARY	PreK-4	N/A	13	10	11								
STAYTON ELEMENTARY	KG	90	85	71	74								
STAYTON ELEMENTARY	1	112	82	83	84								
STAYTON ELEMENTARY	2	90	84	82	85								
STAYTON ELEMENTARY	3	86	97	83	81								
STAYTON ELEMENTARY	ALL	378	366	333	339								
STAYTON HIGH	9	189	182	205	203								
STAYTON HIGH	10	201	152	185	185								
STAYTON HIGH	11	168	136	147	149								
STAYTON HIGH	12	163	135	143	145								
Early College (off campus)		28	14	4	15								
STAYTON HIGH	ALL	721	619	684	697								

School Name	Grade	March '20	June '22	Sept '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23
STAYTON INTERMEDIATE	4	83	86	91	91								
STAYTON INTERMEDIATE	5	102	72	92	93								
STAYTON INTERMEDIATE	ALL	185	158	183	184								
STAYTON MIDDLE	6	138	67	87	84								
STAYTON MIDDLE	7	108	105	70	71								
STAYTON MIDDLE	8	136	116	114	110								
STAYTON MIDDLE	ALL	382	288	271	265								
SIS/SMS TOTAL	ALL	567	446	454	449								
SUBLIMITY	KG	45	33	33	32								
SUBLIMITY	1	36	23	40	40								
SUBLIMITY	2	43	45	32	32								
SUBLIMITY	3	42	31	46	46								
SUBLIMITY	4	42	42	38	38								
SUBLIMITY	5	42	39	44	44								
SUBLIMITY	6	45	43	38	37								
SUBLIMITY	7	57	40	52	52								
SUBLIMITY	8	34	41	42	42								
SUBLIMITY	ALL	386	337	365	363								
NSSD	TOTAL	*2296	2077	2093	2116								
Students registered w/ WESD to homeschool			148	144	154								
Students Enrolled in Virtual Public Charter Sch.			86	72	79								
3% of total NSSD student population= 78.39 ~ This is the number of students that can be enrolled in virtual charter schools before the cap is reached and students will no longer be released by NSSD)													
Notes													

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



North Santiam School District
BOARD OF DIRECTORS
SCHOOL YEAR ANNUAL AGENDA ITEMS CALENDAR
Version 2, Updated 08/2022

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
 - Student Success Act –Supt or Assoc Supt (starting '22-23 Oct/Jan/April only)
 - 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 2023) 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)
- Lyons Fire Dept Car Show
- 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

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. Student Investment Account Quarterly Report (due to ODE 10/31)
5. 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

- State-Wide Licensed In-Service Day
- 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. Master Facilities Plan Review and Revisions—Facilities Director
4. 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. Student Investment Account Quarterly Report (due to ODE 01/31)
7. 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

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. Student Investment Account Quarterly Report (due to ODE 4/31)
4. Review Board Goal Strategies/Schedule work session (if needed) to revise in order to be adopted in July

5. (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.
6. (Next Applicable 2023) Discuss timelines for board self-evaluation (ever two years). The process should be completed by the June board meeting.
7. 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.

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)