



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, January 19, 2023 ~ 6:00 PM

Stayton Middle School Library

1021 Shaff Road

Stayton, OR 97383

<https://youtu.be/xYi-9P7WEY8>

1. CALL REGULAR SESSION TO ORDER

The Regular Session of the North Santiam School District’s Board of Directors is called to order at 6:00 pm. It is an open meeting of the Board and the public is allowed to observe in-person and via 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 an Intent to Submit Public Comment form 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 January 13, 2022 will be acknowledged:

Revised Attachments-

*5.2 - NSSD Special Ed Report 2022-23

Added Agenda Items-

*10.1-Nutrition Services Procurement Designation

RECOMMENDED MOTION-AGENDA APPROVAL

I move that the Board approve the agenda as modified.

3. SPOTLIGHT

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

3.1. School Board Appreciation Month

January is School Board Recognition Month and Supt. Loving will acknowledge each member's service to the district.

- Laura Wipper - serving since 2005
- Mike Wagner - serving since 2007
- Alisha Oliver - serving since 2017
- Erin Cramer - serving since 2019
- Mark Henderson - serving since 2021
- Coral Ford - serving since 2021
- Mackenzie Strawn - serving since 2021
- Omar Garcia & Rori Bentz, 2022-23 Student Reps

3.2. Stayton Intermediate/Middle Spotlight

Administrators, teachers and students will share some of the amazing things happening at Stayton Intermediate/Middle School.

Board Meeting 2023 (SIS_SMS)

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4. STUDENT BUSINESS

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

5. REPORTS

5.1. 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. This month's report includes an audit report from Accuity, LLC and a draft calendar for the 2023-24 budget process for review. The Board will be asked to approve the budget calendar at the February 16, 2023 meeting.

5.1.1. 2021-22 Audit Report: Glen O. Kearns, Accuity, LLC

Glenn Kearns from the District's auditing firm will be present to review the financial audit report from the 2021-22 school year.

5.1.2. December 2022 Financial Report

Dec2022 Financial Board Report

Proposed Budget Calendar 2023.24_REV

25

25

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5.1.3. Notification of Surplus Items Over \$5,000

According to policy DN, property or materials estimated to be greater than \$5,000 shall be declared surplus by the superintendent or designee and shall be sold through a bidding procedure, silent, oral or electronic auction or through the state of Oregon surplus property sales. Furthermore, the policy states that the Board will be notified of the disposal of district property over \$5,000.

This item serves to officially notify the Board that the District intends to place the following items up for bid on Public Surplus:

Surplus Facilities Trailers

- 1) 2016 Patriot 6'x12' tandem axle double rear door, single side door cargo trailer
- 2) 2006 Cargo Mate 7'x14.5' tandem axle double rear door, single side door cargo trailer

Value: \$5,000 - \$6,000 each

Reason: No longer needed or used

Disposal: Sell as bid item on Public Surplus

5.2. Special Education Report: Jeri Harbison

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Special Education Director Jeri Harbison will present the annual report.

NSSD Special Education Report 2022-23 (01.19.23)

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5.3. Licensed Union Report

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

5.4. Superintendent's Report: Lee W. Loving

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

6. 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](#)

7. 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.

7.1. Approval of Meeting Minutes

37

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

12.15.22 Regular Session Minutes-DRAFT	37
12.15.22 Budget Hearing Minutes-DRAFT	44

7.2. Approval of New Hires

School boards must approve the hiring and annual renewal and/or extensions of the Licensed staff contracts. Changes in licensed staff since the last board meeting are indicated below and on the attachment. Only new hires require board approval.

New Hires (Board Action Required)

n/a

Resignations

n/a

Retirements

Jeanette Sherman - Lifeskills/Sublimity (working for remainder of '22-'23 school year)

7.3. Action on Consent Agenda

RECOMMENDED MOTION-CONSENT AGENDA

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

8. UNFINISHED BUSINESS

9. Policy Updates/Second Reading

46

The following policies were presented for a First Reading in the previous month's meeting. They are being presented for a Second Reading and possible adoption. Policies identified with an -AR (Administrative Regulations) are detailed directions governing the operation of schools and do not require board approval.

- AC-Nondiscrimination
- GCQB- Research
- GDA- Instructional Assistants
- IFE-Curriculum Guides & Course Outlines
- IGBAF- Special Education-Individualized Education Program
- JECB- Admission of Nonresident Students
- JFC- Student Conduct (revised from 1st reading-see yellow highlight)
- JHC-Student Health Services & Requirements
- JHCD/JHCDA- Medications

MOTION-POLICY UPDATES

I move that the Board approve the edits to the included policies as [presented] [modified].

AC -Nondiscrimination 12.15.22	46
GCQB (D2) -Research 12.15.22	48
GDA (D2) -Instructional Assistants 12.15.22	49
IFE -Curriculum Guides & Course Outlines	51
IGBAF -SPED-IEP 12.15.22	52
JECB -Admission of Nonresident Students 12.15.22	53
JFC -Student Conduct 01.19.22	55
JHC -Student Health Services & Requirements 12.15.22	58
JHCD_JHCDA-Medications D2 12.15.22.docx	60

10. NEW BUSINESS

10.1. Nutrition Services Procurement Designation

The District wishes to change its food service procurement organization from *Applegate* to the *Oregon Child Nutrition Coalition (OCNC)* due to product availability and customer support.

MOTION-COOPERATIVE PROCUREMENT

I move that the Board authorize the North Santiam School District to participate in cooperative purchasing through the OCNC, instead of Applegate, for the procurement of food items needed for meal service.

10.2. Declaration of 2023-24 Budget Committee Opening

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As per NSSD policy DBEA, the Board will announce the vacancy of any Budget Committee members who are unable to complete the term for which they were appointed in preparation for the budget process for the upcoming school year. Applications to fill any open positions for the remainder of their terms will be accepted starting the following day.

RECOMMENDED MOTION

I move that the Board declares NSSD Budget Committee Position #9 open, to be filled by appointment for the remainder of the term.

2023.24 Budget Committee Opening

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10.3. Low-Impact Pest Control Products

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According to ORS 634.705 (5), the governing body of a school district shall adopt a list of low-impact pesticides for use with their integrated pest management plan. The governing body may include any product on the list except products that: (a) Contain a pesticide product or active ingredient that has the signal words "warning" or "danger" on the label; (b) Contain a pesticide product classified as a human carcinogen or probable human carcinogen under the United States Environmental Protection Agency 1986 Guidelines for Carcinogen Risk Assessment; or (c) Contain a pesticide product classified as carcinogenic to humans or likely to be carcinogenic to humans under the United States Environmental Protection Agency 2003 Draft Final Guidelines for Carcinogen Risk Assessment.

RECOMMENDED MOTION-PEST CONTROL PRODUCT LIST

I move that the Board approve the list of pest control products as [presented] [modified].

In addition, according to the District's Integrated Pest Management (IPM) Plan, the IPM Program Coordinator will provide an annual report every January of all pesticide applications during the previous year. The report has been included in the meeting materials.

Low Impact Pesticide List NSSD-Product29J

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2023 Annual IPM Report

66

10.4. Policy Updates/First Reading

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These policy edits were recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. Board

members have been assigned specific policies to introduce for a first reading and will be brought back in the following month for a second reading and possible adoption. Policies identified with an - AR (Administrative Regulations) are detailed directions governing the operation of schools and do not require board approval.

- GBNAA/JHFF-Suspected Sexual Conduct w/Students & Reporting Reqs
- GBNAB/JHFE-Suspected Abuse of a Child, Reporting Reqs
- GBNAB/JHFE-AR1-Reporting of Suspected Abuse of a Child
- GBNAB/JHFE-AR2-Reporting of Suspected Abuse of a Child (form)
- IB- Freedom of Expression
- IGBB- Talented & Gifted Program
- IGBBC (DELETE)- Talented & Gifted Programs & Services
- IGBBA/AR-Identification-Talented & Gifted
- IGBHA- Alternative Education Programs
- IGBHA-AR1-Evaluation of Alternative Education Programs

GBNAA_JHFF-replace	70
GBNAB_JHFE+ARs-replace	76
IB-revised	91
IGBB & IGBBC-revise-delete	94
IGBBA (IGBBA-AR) revise-delete	99
IGBHA-revised	103
IGBHA-AR1-replace	105

11. RECURRING ITEMS

11.1. 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.

11.2. 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.

11.3. 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 Buddy Updates:

Board Greeter for Next Month:

Possible Future Agenda Items:

12. INFORMATION ONLY

12.1. Field Trip Report:

112

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

12.2. Student Enrollment:

116

Current enrollment is approximately 2,148 across the District. Numbers for each school are listed below. Refer to the attachment for a breakdown by grade at each location.

Mari-Linn: 187

Sublimity: 360

Stayton Elementary: 355

Stayton Intermediate/Middle: 454

(SIS: 186 SMS: 268)

Stayton High: 689

Options Academy: 103

Jan 2023 Enrollment Totals

116

12.3. Future Agenda Items:

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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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12.4. Upcoming Board Events & Activities:

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

Soup with the Supt ~ February 1, 2023

5:30-6:30 pm @ Sublimity Middle School

Regular Session-Board Meeting~ February 16, 2023

6:00 pm @ Stayton Elementary School Cafeteria

Regular Session Board Meeting~ March 2, 2023

5:300 pm @ District Office/Santiam Room

Regular Session Board Meeting~ March 16, 2023

6:00pm @ Mari-Linn School

13. ADJOURN

Time:

EQUAL OPPORTUNITY EMPLOYER

The North Santiam School District shall promote nondiscrimination and an environment free of harassment based on an individual's race, color, religion, sex, national origin, gender identity (including gender expression), sexual orientation, disability, marital status or age or because of the race, color, religion, sex, national origin, disability, marital status or age of any other persons with whom the individual associates. 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.

Culture. Relationships. Future Ready.

School Board Spotlight

Stayton Intermediate/Middle School

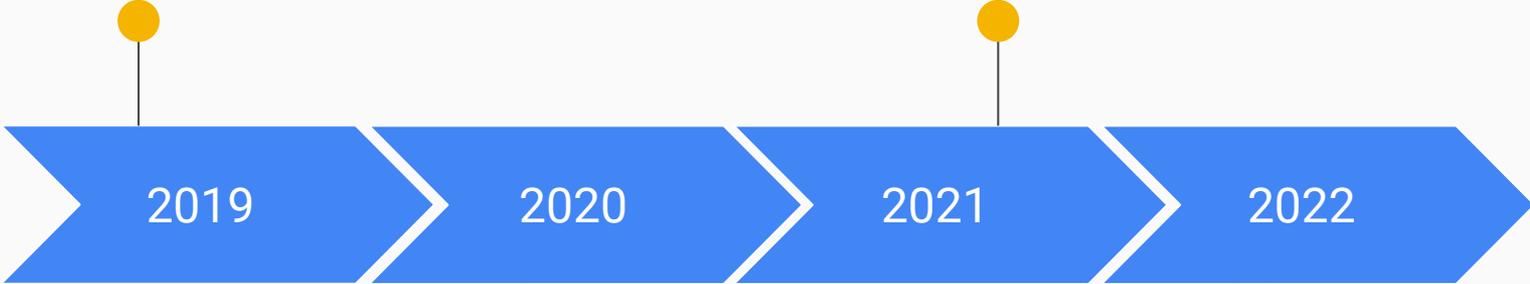
January 19, 2023

Culture. Relationships. Future Ready.



Focused Notes & Inquiry

Perseverance & Best Self



Advisory & Social Emotional Learning

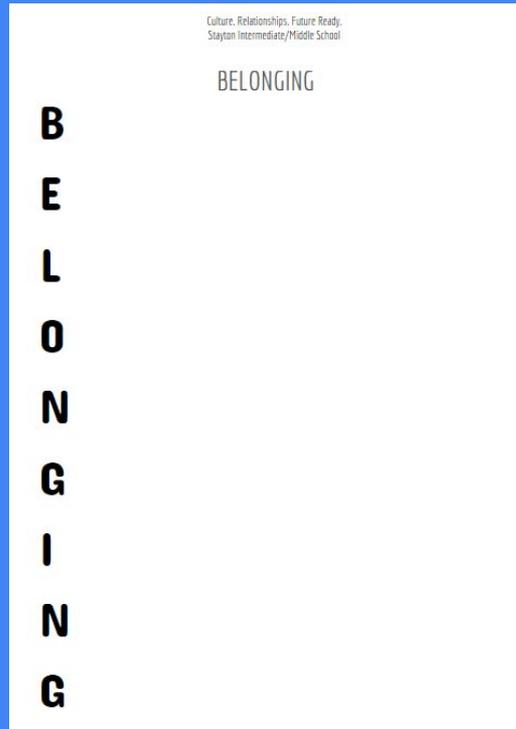
Transformational Leadership

Awesome Kids

Claire Hatfield
Gabe Robinson
Anahya Meyer
Abi Whieldon

Caleb Brewer
Rowan Bender
Xander Nelson
Joan Gomez

As you listen, add to your notes.





Belonging (what)

School belongingness can be defined as a sense of being accepted, valued, and encouraged by others and or feeling included in the life and activity of the class or school. Belonging at school involves connections with adults, connections with peers, and engagement with school/extracurricular activities.

Belonging (why)

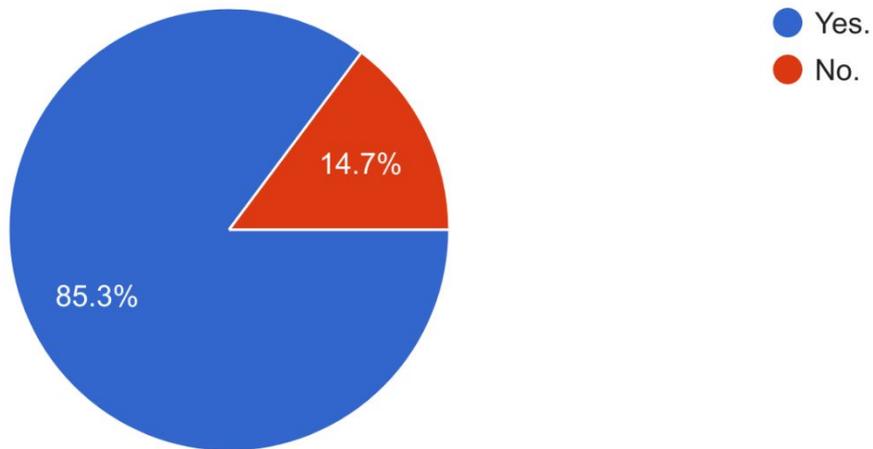
1. Students need a sense of community or connection to others in order to maximize students learning, motivation, and engagement.
2. A reported lack of sense of belonging is associated with dropping out of school, feelings of hopelessness, and feelings of lack of control over their environment.

Belonging (why)

3. There is a positive link between a sense of belonging and greater happiness and overall well-being as well as a **reduction** in the mental health outcomes including
 - Anxiety
 - Depression
 - Hopelessness
 - Loneliness
 - Social Anxiety
 - Suicidal Thoughts

Baseline Data and Action

I have at least one adult at my school who I can trust and/or go to with questions or if I need help.



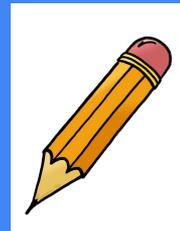
Belonging (who)

Students who are MOST impacted by the lack of sense of belonging:

- Students from low income homes/families.
- Students from racial groups/minorities.
- Students who are stigmatized for identity issues.

Feeling a sense of belonging is especially difficult for our students.

As students move from elementary school to middle school or from middle school to high school, they will encounter less structure and less personalized relationships with teachers, and they are expected to assume more responsibility for their own learning. Peer relationships become more important than relationships with teachers and this emphasis on peer relationships can coincide with less positive relationships with teachers.



Our system for impact

1. Staff data collection
2. Analysis and reflection (*without rationalizing*)
 - a. Did anything surprise you?
 - b. What conclusions would you draw if there were no names?
3. More Learning and commitment

What educators can do:

Positive educator affective support encourages the development of school belonging. Educators who care for, value, and support students and make them feel respected and encouraged contribute to a student's sense of belonging. Being perceived as holding high expectations for students and treating students fairly also helps foster a sense of belonging in students

Why it matters for all students:

Positive educator affective support encourages the development of school belonging. Educators who **care for, value,** and **support** students and **make them feel respected and encouraged** contribute to a student's sense of belonging. Being perceived as **holding high expectations** for students and **treating students fairly** also helps foster a sense of belonging in students

Commitment Statement

I, your name, commit to pursuing a connection with student name by action idea(s).

- Care for, value, support
- Make students feel respected and encouraged
- Hold high expectations
- Treat students fairly
- Commit to something else to promote connection

Culture. Relationships. Future Ready.

PTC Connection

Closing.

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

Superintendent
Lee W. Loving



North Santiam School District

1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503.769. 6924
Fax: 503.769. 3578

January 9, 2023

TO: North Santiam SD Board of Directors
FROM: Rhonda Allen, Business Director
RE: December 31, 2022, Financial Statements

Board Members,

Attached are the 2022-23 financial statements through December 31, 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 December 31, 2022, and projections through June 30, 2023. The estimated General Fund Ending Fund Balance is \$5,034,167. Contingency and Unappropriated Ending Fund Balance make up \$1,300,000 of the Fund Balance total.

Current Enrollment Totals:

As of 1-9-2023

School	K	1-5	6-8	9-12	TOTALS
Mari-Linn School	23	97	67		187
Stayton Elementary	74	256			330
Sublimity	33	198	131		362
Stayton Intermediate		186			186
Stayton Middle			266		266
Stayton High				692	692
NSSD Options Academy	1	1	10	91	103
GRAND TOTAL	131	738	474	783	2126

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

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

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

Key 2023 Dates:

- 2023 legislative session begins
- Release of the Governor’s recommended budget
- Revenue forecast

North Santiam’s investments are held in the Local Government Investment Pool. Assets total \$17,306,640, yielding 3.04% through December 31, 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 12/31/2022

	2022-23 Budget	Actual YTD Rev. 12/31/2023	Projected 6/30/2023	Total Estimated 2022-23	(Over)/Under Budget
1000 Revenue From Local Sources					
1111 Current Year's Taxes	6,890,000	6,627,840	399,968	7,027,808	(137,808)
1112 Prior Year's Taxes	150,000	129,644	59,131	188,775	(38,775)
1114 Payments in Lieu of Property Taxes	-	70,447		70,447	
1200 REV from Local Gov't Unit Other Than Districts	-	-	-	-	-
1510 Interest on Investments	100,000	135,611	100,000	235,611	(135,611)
1700 Fees	3,836	4,471	3,617	8,089	(4,253)
1910 Rentals	-	-	-	-	-
1960 Recovery of Prior Year Funds	-	-	-	-	-
1980 Fees Charged to Grants	100,000	-	129,144	129,144	(29,144)
1990 Miscellaneous	2,500	18,732		18,732	(16,232)
Total Revenue From Local Sources	\$ 7,246,336	6,986,746	691,860	7,678,605	(361,822)
2000 Revenue from Intermediate Sources					
2101 County School Funds	45,000	-	45,000	45,000	-
2102 General Education Service District Funds	600,000	150,000	450,000	600,000	-
2199 Intermediate Rev Heavy Equipment Tax	10,000	-	5,000	5,000	5,000
2800 Heavy Equipment Rent Tax	-	3,628			
Total Revenue from Intermediate Sources	\$ 655,000	153,628	500,000	650,000	5,000
3000 Revenue From State Sources					
3101 State School Fund—General Support	15,489,954	9,018,197	6,509,296	15,527,493	
3103 Common School Fund	218,710	-	262,672	264,014	
3104 State Managed County Timber	250,000	45,619	204,381	250,000	
3105 STATE SCH FUND PRIOR YRS ADJ	(150,000)	-		-	
3107 State School Fund High Cost Disability	50,000	-	50,000	50,000	
Total Revenue From State Sources	\$ 15,858,664	9,063,816	7,026,349	16,091,507	-
4000 Revenue From Federal Sources					
4801 Federal Forest Fees	10,000	-	10,000	10,000	-
Total Revenue From Federal Sources	\$ 10,000	-	10,000	10,000	-
5000 Revenue From Other Sources					
5110 Bond Proceeds	-	-	-	-	
5400 Beginning Fund Balance	3,850,000	4,857,915	-	4,857,915	(1,007,915)
Total Revenue From Other Sources	\$ 3,850,000	4,857,915	-	4,857,915	(1,007,915)
Total Resources	\$ 27,620,000	\$ 21,062,105	\$ 8,228,209	29,288,027.37	(1,364,736.93)
				\$ 24,253,860	
				\$ 5,034,167	
				\$ 1,300,000	
				\$ 3,734,167	

North Santiam School District 29J
General Fund: Statement of Expenditures Budget Vs. Actual
Fiscal Year 2022-23, As of 12/31/2022

Expenditure Functions	2022-23 Budget	Actual YTD EXP 12/31/2023	Projected Expenditures 6/30/2022	Total Estimated 2022-23	(Over)/ Under Budget
1000 Instruction					
1111 Elementary, K-5 or K-6	5,276,614	1,618,734	3,409,360	5,028,093	248,521
1120 AVID Instruction	8,500	708	5,096	5,803	
1121 Middle/Junior High Programs	2,681,009	829,898	1,867,635	2,697,533	(16,524)
1122 Middle/Junior High School Extracurricular	150,314	58,605	33,289	91,894	58,420
1127 After School Program	15,000	500	5,562	6,062	
1131 High School Programs	3,268,861	996,559	1,881,712	2,878,272	390,589
1132 High School Extracurricular	684,334	298,335	317,259	615,594	68,740
1150 Distance Learning	-	-	-	-	
1220 Restrictive Pgms for Students w/Disabilities	1,515,409	501,951	749,665	1,251,616	263,792
1250 Programs for Students w/Severe Disabilities	682,971	239,895	381,330	621,225	61,747
1271 Remediation	347,159	91,709	273,857	365,566	(18,407)
1272 Title I-A	144,652	505	141,305	141,810	2,842
1280 Alternative Education	117,000	14,939	73,598	88,537	28,463
1285 District Alternative School Program	99,677	47,511	51,626	99,138	539
1291 English Second Language Programs	647,307	190,246	376,690	566,935	80,371
1292 Summer School, Middle/Jr High	8,100	-	-	-	8,100
Total Instruction	\$ 15,646,906	\$ 4,890,094	\$ 9,567,984	\$ 14,458,078	\$ 1,177,193
2000 Support Services					
2110 Attendance and Social Work Services	\$106,452	32,857	81,198	114,055	(7,603)
2113 Social Work Services	\$39,057	11,781	17,727	29,508	9,549
2115 Student Safety	\$36,300	6,291	9,631	15,921	20,379
2120 Guidance Services	\$178,239	77,073	-	77,073	101,166
2121 Service Area Direction	-	-	-	-	
2134 Nurse Services	\$263,123	85,358	235,641	320,999	(57,876)
2143 Psychological Counseling Services	\$97,142	29,608	56,616	86,224	10,918
2152 Speech Pathology Services	\$158,963	37,899	68,080	105,979	52,984
2160 Other Student Treatment Services	\$94,856	31,290	61,067	92,357	2,499
2190 Service Direction, Student Support Services	\$369,364	224,624	156,334	380,958	(11,594)
2210 Improvement of Instruction Services	\$139,299	77,373	52,707	130,080	9,219
2213 Curriculum Development	\$125,200	32,619	7,250	39,869	85,331
2220 Educational Media Services	\$299,152	90,537	180,192	270,729	28,423
2230 Assessment and Testing	\$120,043	65,320	49,778	115,098	4,945
2240 Instructional Staff Development	\$21,045	3,459	5,176	8,635	12,411
2310 Board of Education Services	\$135,500	27,559	38,331	65,890	
2320 Executive Administration Services	\$384,983	174,888	181,136	356,024	
2410 Office of the Principal Services	\$2,065,552	962,664	1,065,949	2,028,613	
2510 Direction of Business Support Services	\$224,584	104,921	89,017	193,938	
2520 Fiscal Services	\$376,763	161,768	180,432	342,200	34,563
2528 Risk Management Services	\$265,000	251,693	26,285	277,978	(12,978)
2540 Operation and Maintenance of Plant Services	\$2,499,583	1,086,808	1,480,043	2,566,850	(67,267)
2550 Student Transportation Services	\$849,450	231,895	520,663	752,558	96,892
2558 Special Education Transportation Services	\$240,000	36,163	181,125	217,287	22,713
2626 Grant Writing	\$31,500	17,500	2,750	20,250	11,250

North Santiam School District 29J
General Fund: Statement of Expenditures Budget Vs. Actual
Fiscal Year 2022-23, As of 12/31/2022

Expenditure Functions	2022-23 Budget	Actual YTD EXP 12/31/2023	Projected Expenditures 6/30/2022	Total Estimated 2022-23	(Over)/ Under Budget
2630 Information Services	\$55,521	21,920	31,020	52,941	2,580
2633 Public Information Services	\$25,000	-	-	-	25,000
2640 Staff Services	\$414,612	211,755	196,299	408,054	
2660 Technology Services	\$653,809	296,334	282,079	578,413	
Total Support Services	\$ 10,270,094	\$ 4,391,958	\$ 5,256,524	\$ 9,648,482	\$ 373,503
3000 Enterprise and Community Services					
3310 Direction of Community Services Activities	-	-	-	-	
3360 Welfare Activity Services	\$10,700	-	-	-	
Total Enterprise and Community Services	\$ 10,700	\$ -	\$ -	\$ -	\$ -
5000 Other Uses					
5110 Long Term Debt Service	\$77,300	\$5,649	\$71,651	\$77,300	\$0
5200 Transfers of Funds	\$70,000	-	\$70,000	\$70,000	\$0
5400 PERS Ual Lump Sum Payment to PERS			\$0		
Total Other Uses	\$ 147,300	\$ 5,649	\$ 141,651	\$ 147,300	\$ -
6000 Contingencies					
6110 Operating Contingency	\$1,000,000	-	-	-	1,000,000
Total Contingencies	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
7000 Unappropriated Ending Fund Balance					
7000 Unappropriated Ending Fund Balance	\$545,000		-	-	545,000
Total Unappropriated Ending Fund Balance	\$ 545,000	\$ -	\$ -	\$ -	\$ 545,000
Total Requirements	\$ 27,620,000	\$ 9,287,701	\$ 14,966,159	\$ 24,253,860	\$ 3,095,696

North Santiam School District 29J
Food Service Fund: Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2022-23, As of 12/31/2022

	2022-23 Budget	Actual as of 12/31/2023	Encumbered as of 12/31/2023	Total Estimated 2022-23	(Over)/Under Budget
REVENUE					
1600 Daily Sales	16,000	50,921	70,000.00	120,921	(104,921)
1630 Special Functions	500	-	-	-	500
1940 Services Provided Other LEA's	3,000	1,127	9,904	11,031	(8,031)
1990 Miscellaneous Revenue	5,500	471	10,645	11,116	(5,616)
3102 SSF - School Lunch Match		-	-		
3299 Other Restricted Grants		44,896	-		
4500 Federal Revenue Farm to School	12,000	-	12,000	12,000	-
4511 Breakfast Reimbursement		204	300	504	
4512 Lunch Reimbursement		478	600	1,078	
4513 Child Nutrition Breakfast	308,000	55,571	252,429	308,000	-
4515 Child Nutrition Lunch	748,000	212,576	535,424	748,000	-
4525 Child Nutrition Summer Lunch	60,000	14,059	45,941	60,000	-
4910 USDA Commodities	85,000	-	85,000	85,000	-
4526 Federal Revenue Summer Lunch	-	1,472	-	1,472	(1,472)
5400 Beginning Fund Balance	160,000	301,907	-	301,907	(141,907)
TOTAL REVENUE	\$ 1,398,000	\$ 683,684	\$ 1,022,242	\$ 1,661,030	\$ (261,448)
EXPENDITURES					
Enterprise and Community Services					
3120-100 Salaries	407,714	150,080	231,185	381,265	26,449
3120-200 Payroll Costs	289,078	94,800	170,007	264,806	24,272
3120-300 Contracted Services	25,200	1,965	2,562	4,526	20,674
3120-410 Supplies and Materials	20,000	6,813	9,210	16,022	3,978
3120-415 USDA Commodities	85,000	-	-	-	85,000
3120-450 Food	509,508	183,351	229,390	412,741	96,767
3120-460 Non-Consumable	18,000	-	2,694	2,694	15,306
3120-470 Computer Software	4,000	-	3,940	3,940	60
3120-480 Computer Hardware	1,500	-	-	-	1,500
3120-540 Equipment Replacement	30,000	6,525	-	6,525	
3120-640 Dues and Fees	8,000	7,880	-	7,880	
TOTAL EXPENDITURES	1,398,000	\$ 451,413	\$ 648,987	\$ 1,100,400	\$ 274,005
Est Ending Fund Balance				\$ 560,630	

North Santiam School District 29J
Appropriations: Budget Vs. Actual
Fiscal Year 2022-23, As of 12/31/2022

	Appropriations	YTD	Encumbrances	Totals	Resolutions	(Over)/Under Budget
General Fund (100)						
1000 Instruction	\$ 15,646,906	\$ 4,890,094	\$ 8,762,472	\$ 13,652,566		\$ 1,994,340
2000 Support Services	\$ 10,270,094	\$ 4,389,331	\$ 4,774,692	\$ 9,164,023	\$ 116,528	\$ 1,222,599
3000 Community Services	\$ 10,700	\$ -	\$ 990	\$ 990		\$ 9,710
5100 Debt Service	\$ 77,300	\$ 5,649	\$ 70,924	\$ 76,573	\$ -	\$ 727
5200 Transfers	\$ 70,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,070,000
6000 Contingency	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Sub Total	\$ 27,075,000	\$ 9,285,074	\$ 13,609,078	\$ 22,894,152	\$ 1,116,528	\$ 5,297,376
Special Revenue Funds (200)						
1000 Instruction	\$ 4,115,150	\$ 1,527,585	\$ 1,643,972	\$ 3,171,557	\$ 384,926	\$ 1,328,519
2000 Support Services	\$ 3,863,700	\$ 1,760,997	\$ 649,320	\$ 2,410,317	\$ 122,224	\$ 1,575,607
3000 Community Services	\$ 103,111	\$ 18,265	\$ 34,185	\$ 52,449	\$ 3,000	\$ 53,661
6000 Contingency	\$ 776,791	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,776,791
Sub Total	\$ 8,858,752	\$ 3,306,847	\$ 2,327,477	\$ 5,634,323	\$ 1,510,150	\$ 4,734,579
Food Service Funds (299)						
3000 Community Services	\$ 1,398,000	\$ 451,413	\$ 648,987	\$ 1,100,400		
Sub Total	\$ 1,398,000	\$ 451,413	\$ 648,987	\$ 1,100,400	\$ -	\$ -
PERS Bond Debt Service (310.321.375)						
5100 Debt Service	\$ 4,411,600	\$ 727,818	\$ 3,682,826	\$ 4,410,644		\$ 956
6000 Contingency	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Sub Total	\$ 5,911,600	\$ 727,818	\$ 3,682,826	\$ 4,410,644	\$ -	\$ 1,500,956
Facilities (400,401,420,425,426,430,448)						
2000 Support Services	\$ 194,311	\$ -	\$ -	\$ -		\$ 194,311
4000 Facilities Acquisition	\$ 3,099,560	\$ 215,359	\$ 96,940	\$ 312,299		\$ 2,787,261
5110 Debt Service	\$ 34,900	\$ 34,882	\$ 499			
6000 Contingency	\$ 300,000	\$ -	\$ -	\$ -		\$ 300,000
Sub Total	\$ 3,628,771	\$ 250,241	\$ 97,439	\$ 312,299	\$ -	\$ 3,281,572
Internal Service Funds (600)						
2000 Support Services	\$ 100,000	\$ 630	\$ 2,800	\$ 3,430		\$ 96,570
6000 Contingency	\$ 270,000	\$ -	\$ -	\$ -		\$ 270,000
Sub Total	\$ 370,000	\$ 630	\$ 2,800	\$ 3,430	\$ -	\$ 366,570
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	\$ 47,267,123	\$ 14,025,773	\$ 20,368,607	\$ 33,251,418.59	\$ 2,626,678.00	\$ 16,642,382
Total Unappropriated	\$ 545,000	\$ -	\$ -	\$ -	\$ -	\$ 545,000
TOTAL	\$ 47,812,123	\$ 14,025,773.20	\$ 20,368,606.64	\$ 33,251,418.59	\$ 2,626,678.00	\$ 17,187,382



North Santiam School District

2023-2024 DISTRICT BUDGET CALENDAR

2023-2024 BUDGET CALENDAR	
February 16, 2023	<p><i>School Board Meeting 6:00 PM</i> Approval of 2023-24 Budget Calendar Review Open Budget Committee Vacancies</p>
March 16, 2023	<p><i>School Board Meeting 6:00 PM</i> Approve Budget Committee Members</p>
April 24, 2023	<p>Publish Notice of Budget Committee Meeting (ORS 294.401(5)) (5-30 days prior to meeting) (*Publish on the website) (publish both meeting dates, 5-18-2023 & 5-25-2023)</p>
May 4, 2023	<p>Early Release of Budget Document (7 days prior to Budget Meeting)</p>
May 11, 2023	<p>Budget Committee Meeting- 1st Meeting, 6:00 PM</p>
May 25, 2023	<p>Budget Committee Meeting- 2nd Meeting, 5:30 PM (If Requested)</p>
May 30, 2023	<p>Publish Budget Summary (ORS 294.421 (2)) (5 – 30 days prior to Budget Hearing)</p>
June 15, 2023	<p>Public Hearing on Budget, 5:30 PM Adopt Budget, Levy Taxes, Make Appropriations (No later than June 30, 2023)</p>
Prior to July 15, 2023	<p>Submit Notice of Property Taxes to County Assessor</p>

**North Santiam School District
Special Education Report
2022-23**

Jeri Harbison, Director

Total Special Education Enrollment: December 1 - 339

This is a decrease of 14 from last year.

	# of student Exited	# of students graduating
2020-2021	54	29
2021-2022	35	41 -12th graders
2022-23	41	

- Mari-Linn LRC (Learning Resource Classroom)- 12
- Sublimity LRC- 17
- SIS LRC- 20
- SMS LRC- 32
- SES LRC- 13
- Speech Only- 50
- SHS LRC- 84
- SES Life Skills/Structured Learning- 15
- Sublimity Life Skills- 12
- SMS-Structured Learning- 17
- SHS Life Skills/Transitions- 22
- SHS Behavior- 27
- Private Schools- 18 includes speech only

Student Numbers by Disability

- Intellectual Disability - 21
- Deaf/Hard of hearing - 4
- Visual Impairment- 2
- Speech- 59
- Emotional Behavior- 26
- Orthopedic Impairment- 1
- Traumatic Brain Injury- 2
- Other Health Impairment- 68
- Autism- 36
- Specific Learning- 113
- Developmental Delay- 7

2022-23 Students with Disabilities

District	Mari-Linn	Stayton High	SIS/SMS	SES	Sublimity	Options	Private School
339	16	123	81	31	47	Included in school numbers	9

Special Education Staff and Changes-

Olempiada Anfiloeff-Moved from SMS to SHS Life Skills and Transition
Bryan King-SMS Learning Resource Classroom
Kelsi Glover-SHS Learning Resource Classroom
Jodie Debaw-SES Life Skills/Behavior Classroom

Abbreviated School Day-

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

- **We currently have 2 students in our district that are on an abbreviated day due to their disability.**
 - **1 student at SES that due to her significant disability has sleep issues and the abbreviation is due to her struggles with sleep and day/night confusion.**
 - **1 student is at SMS in the behavior classroom. This student has increased his day from 2.5 hours a day to now hours a day. He is on track to increase to a full day.**

Changes to the Special Education Performance and Continuous Improvement Process

The Oregon Department of Education Office of Special Education has changed our performance monitoring system. In years past, ODE would randomly select student files annually to be reviewed by the District given a rubric. We would review the files looking for evidence that would meet the criteria on the rubric. If the file did not meet expectations, the District would then make corrections and document

them with ODE. In addition, each district received data from the ODE based on the submission of census data. The State would indicate whether the District met the targets based on state and federal guidelines. Indicators included information about students with disabilities in the following categories:

- Leaver Data
 - Graduation Rates and Dropout Rates are included in this indicator
- Assessment Performance
 - Participation and Performance of SWD on Statewide Assessments
- Discipline
 - Rates of long-term suspensions and expulsions
- **Federal Placement-Did not meet targets in 2021-22 data review-Met targets in the 2022-23 Data Review**
 - Placement rates according to time away from non-disabled peers or Least Restrictive Environment.
- Disproportionality
 - Representation of Racial and Ethnic Groups including by Disability Categories
- Child Find
 - Referrals by demographics and disabilities
- Significant Disproportionality
 - Similar data included in Disproportionality but includes data on discipline in relation to discipline.
- Secondary Transition Components of IEPs
 - Transition goals and post secondary goals to support post secondary goals of students with disabilities
- Post School Outcomes
 - Interview data submitted regarding students leaving our district

2022-23 Changes to this process include a movement to Cyclical Monitoring Process by Cohorts. NSSD has been placed in Cohort B which means that we will start the process in the 2023-24 school year. The purpose of Cyclical Monitoring as described by ODE in the following way:

- To provide accountability for its LEAs and ensure implementation of IDEA, OESO (Office of Enhancing Student Opportunities) conducts cyclical monitoring on a three-year cycle.

- Cyclical monitoring ensures that OESO monitors each LEA to examine LEA compliance with federal and state special education requirements related to its selected priority areas at least once every three years and allows for collection of monitoring data needed for SPP/APR (State Performance Plan/Annual Performance Report) reporting from each district.
- Cyclical monitoring can be done through a self-assessment that is verified or through on-site monitoring activities facilitated or directed by OESO.
- Cyclical monitoring occurs each fall, from August to December

ODE Parent Survey [ODE Parent Survey Results](#)

Attached you will find the results of a Parent Survey completed by the Oregon Department of Education regarding students with disabilities and the parents involvement of the IEP process. While the results of the overall survey indicate a favorable outcome for the District, the results must be viewed with an understanding that only 18 parents participated in the survey. The survey was sent to 344 parents. The District will look for ways to improve parent participation in further surveys.

Training

This year our Special Programs team have received training in the following areas:

- High School Transition Success-Scheduled for January
- The Development and Implementation of IEPs (Individualized Education Plans) including Evaluation/Reevaluation and Revisions.



North Santiam School District

2022-23 Board of Directors

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

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

Student Representatives to the Board: Omar Garcia & Rori Bentz

Superintendent: Lee W. Loving

Assoc. Superintendent, Dave Bolin

Director of Business & Fiscal Services, Rhonda Allen

Director of Human Resources, Danielle Blackwell

School Board/Superintendent Executive Secretary: Tonia Whisman

Access to the agenda and meeting materials can be located on the District website at

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

Thursday, December 15, 2022 Regular Session

NSSD District Office/Santiam Room

1155 N 3rd Ave, Stayton, OR 97383 ~ 6:15 PM

MINUTES - DRAFT

1. CALL REGULAR SESSION TO ORDER

The Board Chair called the meeting to order at 6:08 pm. She noted which members were present (indicated below) and led everyone in the pledge of attendance.

PRESENT: Mike Wagner, Erin Cramer, Alisha Oliver, Mackenzie Strawn, Laura Wipper, Mark Henderson.

ABSENT WITH NOTICE: Coral Ford and student reps, Omar Garcia and Rori Bentz

2. AGENDA APPROVAL

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

Added Attachments-

*4.2~ Nov 2022 Financial Report

*4.3~ 21-22 At-A-Glance Profiles

*4.4~ 2021-22 Exit Summary Board Report

*9.3~ December 2022 Enrollment Totals

Removed Attachments-

***7.3-Policy IGBHA (postponed)**

Removed Agenda Items-

*6.2 (previously) ~ Licensed Report - removed as there were no changes since last month

MOTION-AGENDA APPROVAL

I move that the Board approve the agenda as modified.

MOTION MADE BY: Laura Wipper

Vote: 6-0, motion passed

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. Rori Bentz submitted the following written report:

- We have been extremely busy working on the holiday assembly tomorrow! We have the school fully decorated with Christmas things, and we had a school-wide snowflake search. This is where everyone has a snowflake somewhere on the wall with a number, and you have to find your partner to enter a raffle and win some awesome prizes!
- Both boys and girls varsity basketball won their game last Friday and there's another home game tomorrow.
- Giving tree gifts are going to be delivered to families this week.
- Lastly, every guide group decorated a Christmas-themed door, and the winner will be revealed tomorrow during the assembly.

4. REPORTS

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:

- Multiple holiday concerts and activities have been occurring across the District. He noted that the excitement for the upcoming holidays is juxtaposed with some students experiencing anxiety regarding food or housing insecurity. The Board expressed interest in the District providing bread, peanut butter, and jelly for students to take home during the break as they have in the past and he indicated he would discuss it with the Director of Nutrition Services.
- Second “Soup with the Supt.” event was on November 30, 2022, at the Old Mehama School in Mehama. There were a number of community members who actually attended the school while it was still operating. The next event will be on February 1, 2023, at Sublimity Elementary.
- [Paid Leave Oregon](#) starts January 2023. It is a new program created by the legislature that allows individuals to take paid time off for events such as the birth or adoption of a child or a serious illness or injury within their family. It is paid for by employers (40%) and employees (60%) who contribute 1% of each employee’s average taxable income into a collective fund. Employees are then able to draw from the fund to pay for the time off. The District has elected to run the program through American Fidelity, instead of the State of Oregon, and therefore NSSD employees will not begin to have deductions from their paychecks until September 2023. Because the withholding isn’t being automatically deducted and sent directly to the State of Oregon, it is considered a “change of contract” and the Classified Union has issued a demand to bargain.
- School absence rates have come down from the previous week in almost all schools. Stayton Inter/Middle is the only campus showing a slight increase.
- ODE’s budget for the 2023-2025 biennium is predicted to be approximately \$9.52 billion. It is estimated the amount needed to maintain current service levels is closer to \$10.3 billion. There has been an indication that Governor Tina Kotek’s official budget will be presented in mid-January 2023. District administrators will prepare multiple budget contingencies

between \$9.52 - \$10.3 billion. Supt. Loving has been approached to participate in lobbying efforts and will keep the Board updated.

- Logos for Options Academy are being considered. In addition, the District is considering changing the red apple logo to green.
- Preparations for the 2023-24 school calendar are beginning. A draft calendar will be presented to a staff committee soon.
- Building spotlights during monthly board meetings will start again in January. These coincide with the board meetings rotating to the school locations. He intends to create a brief survey to determine what members would like to learn, hear and see during the spotlight presentations. There will also be optional school tours that will occur prior to the meeting but during school hours.

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 report can be viewed under the applicable agenda item at the meeting link: [Nov 2022 Financial Report](#).

Key points included:

- 2021-22 audit of District financials by Accuity, LLC will be finished by 12/31/22
- Property tax income is down \$300,000 from 11/2021
- Budgeted monthly expenditures and appropriations are right on track
- Student enrollment continues to trend upward slightly each month

3. Assoc. Supt. Report: Dave Bolin

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. This month's report included a review of the District's 2021-2022 ODE At-A-Glance Reports. The report can be viewed under the applicable agenda item at the meeting link: [21-22 At-A-Glance Profiles](#).

Some positive highlights included:

- English Language Arts
 - Grades 3-8 Economically disadvantaged students closed gaps
- Mathematics
 - Grades 3-5 gap score level 4 (see PPT for a definition of score levels)
 - Grades 6-8 Economically Disadvantaged student gap score level 5 (see PPT)
- Other
 - Sublimity ELA, Math, and Science above Oregon Averages
 - NSSD outscored our 7 neighboring districts in 18 of 35 categories
 - On-time Graduation above the state average and increased 6% from last year
 - Hispanic and Ever English Learners On-time Graduation 93% and 95%+.

One item of note is that the assessments are optional and parents can choose not to have their student participate. In 2022, only 50% (approximately) of Stayton High students participated in the assessments, which is less than the last time the assessments occurred. This makes comparing data from previous years less accurate. The participation level of K-8 remained more consistent at approximately 95%.

There was a discussion about strategies for improving test scores and how the District might optimally prepare students for the actual test-taking experience without sacrificing too much instruction time on the actual content.

4. **2021-2022 Exit Interview Summary: Danielle Blackwell**

The Director of Human Resources reviewed the summary report from exit interviews conducted during the 2021-2022 school year. The report can be viewed under the applicable agenda item at the meeting link: [2021-22 Exit Interview Board Report 2](#).

Positive Trends:

- Good working conditions
- Staff are great
- Classified being included in PD
- 1:1 technology is a plus
- The best Professional Development

Suggestions for Improvement:

- Provide Stronger communication
- Keep up with curricular needs
- Make sure new staff have a “go to” person
- Need counselors for younger students
- Stick with an initiative and see it to fruition

5. **Licensed Union Report**

This standing agenda item is to receive regular reports from the Licensed Union representatives. There was no report for the month.

5. **PUBLIC COMMENT**

There were no comments from the public.

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.

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

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

Attachments

11.3.22 - Special Session Minutes -DRAFT.DOCX

11.17.22- Regular Session Minutes-DRAFT.DOCX

2. ***Action on Consent Agenda***

MOTION-CONSENT AGENDA

I move that the Board approve the Consent Agenda as presented.

MOTION MADE BY: Mackenzie Strawn

VOTE: 6-0, motion passed

7. **NEW BUSINESS**

1. **2022-2023 Supplemental Budget**

Based on the information provided in the Budget Hearing that immediately preceded the 12/15/22 Regular Session, the Board approved a resolution to adopt a supplemental budget for 2022-23.

MOTION-RESOLUTION 121522A

I move that the Board approve Resolution 121522A adopting the supplemental budget for 2022-23 as presented.

MOTION MADE BY: Erin Cramer
VOTE: 6-0, motion passed

[Attachments](#)

SupplementalBudget_Dec2022
Supplemental Budget Resolution_121522A

2. 2023-2025 WESD Local Service Plan

At their December meeting, the Willamette Education Service District (WESD) Board of Directors approved the 2023-2025 Local Service Plan (LSP) as submitted by the WESD Executive Council. The LSP Resolution must be approved by two-thirds of school boards in preparation for the next school year. The LSP can be viewed under this agenda item at this link:

[2023-25 LSP Resolution for School Districts](#)

MOTION-RESOLUTION 121522B

I move the Board approve Resolution 121522B to accept the 2023-2025 Local Service Plan as presented.

MOTION MADE BY: Mike Wagner
VOTE: 6-0, motion passed

3. Board Policy Updates/First Reading

These policy edits were recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. Board members were assigned specific policies, prior to the meeting, to introduce for a 1st Reading. The policies will be presented in January 2023 for a 2nd reading and possible adoption. Policies identified with an -AR (Administrative Regulations) are detailed directions governing the operation of schools and do not require board approval.

AC - Nondiscrimination (Mike)

GCQB - Research (Erin)

GDA - Instructional Assistants (Erin)

IFE - Curriculum Guides & Course Outlines (Erin)

IGBAF - Special Education-Individualized Education Program (Erin)

JECB - Admission of Nonresident Students (Erin)

JFC- Student Conduct (Mackenzie) > *Board agreed to add “non-prescription” inhalant systems to #9 under Student Misconduct*

JHC - Student Health Services & Requirements (Alisha, on behalf of Coral)

JHCD/JHCDA - Medications (Mark)

Alternative Education Program was postponed until January for a First Reading.

There was some additional conversation regarding student health services in general and some relating specifically to policies JHC and JHCD/JHCDA.

[Attachments](#)

AC - Nondiscrimination 12.15.22

IGBAF - SPED-IEP 12.15.22

GDA (D2) – Instructional Assistants 12.15.22
IFE – Curriculum Guides & Course Outlines
JECB – Admission of Nonresident Students 12.15.22
JFC – Student Conduct 12.15.22
JHC – Student Health Services & Requirements 12.15.22
GCQB (D2) – Research 12.15.22
JHCD/JHCDA – Medications D2 12.15.22.docx

8. RECURRING ITEMS

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.

- Point North will perform a communication audit in January-February 2023. This audit will involve surveys of stakeholders.
- Supt. Loving will work to schedule a meeting with the community engagement focused sub-committee which includes Coral Ford, Laura Wipper and Mark Henderson (Mike Wagner is an alternative).

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.

- Erin Cramer was a guest speaker at an SHS class on medical terms and shared some of his observances.
- Mark Henderson requested that some board policies, including ACB and some in the student section (J), be reviewed regarding their use of “intent”. He also mentioned a book he recently read called “Seen” and noted that the suicide rate in teens has doubled since 2007. He asked the Board to keep that in perspective while reviewing policies or, potentially, budget allocations for staff to increase the focus on mental health. He also suggested allocating funds for energy efficiency projects.
- Alisha Oliver acknowledged the recent work that has been done on the District’s Suicide Prevention Plan. She also expressed appreciation for the respectful discussions that had transpired during the meeting.
- Laura Wipper indicated she would like to see more focus on the impact of bullying in the Suicide Prevention Plan. She also advised the Board never to buy the “Darley” property, should it become available, for future school construction projects due to it being in a flood zone.

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.

Supt. Loving shared his experience riding an AM school bus route that morning. He enjoyed spending time with students and observing the bus driver, Krystal, interacting with her riders.

9. INFORMATION ONLY

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. New trips scheduled since the last board meeting are highlighted in yellow. Any overnight stays are indicated in red. The report can be viewed under this agenda item at this link: [Dec 2022 Fieldtrips Board Report](#)

2. **Student Enrollment:**

Current enrollment was approximately 2,153 across the District. Numbers for each school are listed below. Refer to the attachment for a breakdown by grade at each location.

Mari-Linn: 188

Sublimity: 364

Stayton Elementary: 353

Stayton Intermediate/Middle: 451

(SIS: 186 SMS: 265)

Stayton High: 695

Options Academy: 102

The report can be viewed under this agenda item at this link: [December 2022 Enrollment Totals](#)

3. Future Agenda Items:

A list of possible future agenda items was included as part of the board packet. The report can be viewed under this agenda item at this link: [Agenda Items Annual Calendar rev 9.22](#)

4. Upcoming Board Events & Activities:

Information regarding activities across the District can be found on the website at [www.nasantiam.k12.or.us](http://www.nisantiam.k12.or.us)

10. RECESS TO EXECUTIVE SESSION ORS 192.660(2)(i)

The Board Chair recessed the meeting into executive session at 9:05pm, pursuant to ORS 192.660(2)(i) -To review and evaluate the employment-related performance of the chief executive officer.

Representatives of the news media (none present) and designated staff were allowed to attend the executive session. All other members of the audience are asked to leave the meeting space.

11. RETURN TO OPEN SESSION

The Board Chair returned the meeting to open session at 9:45pm.

12. ADJOURN

The Board Chair adjourned the meeting at 9:45 pm.

EQUAL OPPORTUNITY EMPLOYER



North Santiam School District

2022-23 Board of Directors

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

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

Student Representative to the Board: Omar Garcia & Rori Bentz

Superintendent: Lee W. Loving

Assoc. Superintendent, Dave Bolin

Director of Business & Fiscal Services, Rhonda Allen

Director of Human Resources, Danielle Blackwell

School Board/Superintendent Executive Secretary: Tonia Whisman

Access to the agenda and meeting materials can be located on the District website at

www.nstantiam.k12.or.us > School Board > Agendas/Meeting Minutes

**Thursday, December 15, 2022 Budget Hearing
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 meeting to order at 6:00 pm. She noted which members were present (indicated below) and led everyone in the pledge of attendance.

PRESENT: Mike Wagner, Erin Cramer, Alisha Oliver, Mackenzie Strawn, Laura Wipper, Mark Henderson.

ABSENT WITH NOTICE: Coral Ford and student reps, Omar Garcia and Rori Bentz

2. APPROVAL OF THE AGENDA

There were no changes to the board packet after posting on December 9, 2022.

MOTION-APPROVAL OF AGENDA

Motion that the Board approves the agenda as modified.

Motion Made By: Laura Wipper

Vote: 6-0, motion passed

3. BUDGET HEARING

1. Review of Budget Resolutions: Rhonda Allen

Business Director Rhonda Allen reviewed the resolutions the Board will be asked to adopt during the December 15, 2022 Regular Session. She noted the reason for the supplemental

budget is to increase appropriations as a result of a higher ending fund balance than was initially budgeted. There is a proposal to transfer these dollars from the general fund to multiple reserve accounts. In addition, the District received additional grant funding to open a second [Preschool Promise](#) classroom at Stayton Elementary School that was not included in the original budget. The appropriation is needed for spending authority.

The amounts recommended to be appropriated by the Board of Directors under Resolution 121522A for the General Fund and Special Revenue Funds were as follows:

<u>Appropriation Category</u>	<u>Original Budget</u>	<u>Increase/ (Decrease)</u>	<u>Amended Budget</u>
General Fund			
2000: Support Services	\$ 10,270,094	\$ 116,528	\$10,386,622
5200: Transfers	\$ 70,000	\$ 1,000,000	\$ 1,070,000
<u>Appropriation Category</u>	<u>Original Budget</u>	<u>Increase/ (Decrease)</u>	<u>Amended Budget</u>
Special Revenue Funds			
1000: Instruction Services	\$ 4,115,150	\$ 384,926	\$ 4,500,076
2000: Support Services	\$ 3,863,700	\$ 122,224	\$ 3,985,924
3000: Community Services	\$ 103,111	\$ 3,000	\$ 106,111
6000: Contingency	\$ 776,791	\$ 1,000,000	\$ 1,776,791

The attachments may be viewed by referring to this agenda item at the link below.

[Attachments](#)

SupplementalBudget_Dec2022

Supplemental Budget Resolution_121522A

2. Public Comments and Discussion

This time was set aside to hear any public comments on the proposed supplemental budget. There were no comments from the public.

4. ADJOURN

The Board Chair adjourned the budget hearing at 6:08 pm.

EQUAL OPPORTUNITY EMPLOYER

North Santiam School District

Code: AC
Adopted: 7/01/96
Revised/Readopted: 11/17/05; 3/20/08; 2/21/13;
9/17/15; 6/15/17; 3/01/18
Orig. Code: AC

Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including, but not limited to, an individual's perceived or actual race¹, color, religion, sex, sexual orientation, gender identity², national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals and to establish channels through which patrons/citizens can communicate their concerns to the administration and the Board.

The superintendent shall appoint ~~and make known the~~ individuals at the district to contact on issues concerning the Americans with Disabilities Act ~~of 1990~~ and Americans with Disabilities Act Amendments Act ~~of 2008~~ (ADA), Section 504 of the Rehabilitation Act, Titles ~~of 1973, Title VI~~ and ~~Title VII~~ of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers³. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district's administrative office and available on the home page of the district's website.

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. 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)).

² ~~“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 behavior differs from that traditionally associated with the individual’s sex at birth.~~

³ ~~Districts are required to notify students and employees of the name, office address and telephone number of the employee or employees appointed.~~

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659A.006	ORS 659A.409
ORS 192.630	ORS 659A.009	OAR 581-002-0001 – 002-0005
ORS 326.051(1)(e)	ORS 659A.029	OAR 581-021-0045
ORS 408.230	ORS 659A.030	OAR 581-021-0046
ORS 659.805	ORS 659A.040	OAR 581-021-0047
ORS 659.815	ORS 659A.103 - 659A.145	OAR 581-022-2310
ORS 659.850 - 659.860	ORS 659A.230 - 659A.233	OAR 581-022-2370
ORS 659.865	ORS 659A.236	OAR 839-003
ORS 659A.001	ORS 659A.309	
ORS 659A.003	ORS 659A.321	

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

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, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

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

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).

House Bill 2935 (2021).

House Bill 3041 (2021).

Cross Reference(s):

ACA - Americans with Disabilities Act

GBA - Equal Employment Opportunity

JB - Equal Educational Opportunity

North Santiam School District

Code: GCQB
Adopted: 1/15/98
Readopted: 10/19/17
Orig. Code: GCQB

Research

~~Employees~~ Staff are encouraged to participate in research for ~~and experimentation in the interests of~~ the development and improvement of education. Staff who propose ~~If an employee plans~~ to engage in a research, e.g., ~~project during the work day or using school resources or students, either for~~ study toward advanced work or for use in classroom instruction, using district resources or students, will submit a proposal to the ~~approval must be secured from the~~ superintendent for approval prior to commencing ~~If~~ such research. If approved, and the ~~a~~ study results in material or practices which may ~~would~~ be useful to other district staff, such will be reviewed by administration and may ~~employees, it is recommended that it~~ be made available for distribution throughout the district as determined by administration. For the protection of all concerned, privacy rights of students or other individuals involved in ~~such~~ research ~~projects~~ must be protected.

Research which is conducted by or for a nondistrict ~~individual or organization~~ ~~employee~~ must be approved by the superintendent or designee.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2022).
Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2022).

North Santiam School District

Code: GDA
Adopted: 2/26/98
Revised/Readopted: 9/16/04; 9/17/15; 10/19/17
Orig. Code: GD/GDA

Instructional Assistants

Instructional assistants shall be hired by the superintendent.

All instructional assistants¹ must:

1. Have a high school diploma or the equivalent;
2. Be at least 18 years of age ~~or older~~; and
3. Have standards of moral character as required of teachers.

In addition to the above, instructional assistants providing translation services must have demonstrated proficiency and fluency, knowledge of and ability to provide accurate translations from a language other than English into English and from English into another language.

Instructional assistants² who work in Title ~~IAI~~ programs and provide instructional support must have:

1. Completed at least two years of study at an institution of higher education; or
2. Obtained an associate's or higher degree; or
3. Met a rigorous standard of quality and can demonstrate, through a formal state or local academic assessment or para-professional certificate program, knowledge of, and the ability to assist in instructing, as appropriate, reading/language arts, writing and mathematics or reading readiness, writing readiness and mathematics readiness.

¹ "Instructional assistant" means a classified school employee who does not require a license to teach, who is employed by a school district or education service district and whose assignment consists of and is limited to assisting a licensed teacher in accordance with the rules established by the TSPC.

² Instructional assistants may be assigned to: (1) provide one-on-one tutoring for eligible students, if the tutoring is scheduled at a time when a student would not otherwise receive instruction from a teacher; (2) assist with classroom management, such as organizing instructional and other materials; (3) provide assistance in a computer laboratory; (4) conduct parental involvement activities; (5) provide support in a library or media center; (6) act as a translator; or (7) provide instructional services to students while working under the direct supervision of a teacher. ~~Instructional~~ ~~instructional~~ assistants may assume limited duties that are assigned to similar personnel who are not working in a program supported with Title ~~IAI~~ funds, including duties beyond classroom instruction or that do not benefit participating children, so long as the amount of time spent on such duties is the same proportion of total work time as prevails with respect to similar personnel at the same school.

These requirements do not apply to an instructional assistant: (1) who is proficient in English and a language other than English and who provides services primarily to enhance the participation of children in Title IA programs by acting as a translator; or (2) whose duties consist solely of conducting parental involvement activities.

The district will accept verification from another district for newly hired Title **IA I** instructional assistants who have met testing requirements that meet the district’s academic assessment standards.

The general responsibilities of an instructional assistant shall be outlined in a job description. The major responsibility shall be to assist the classroom teacher, specialist or supervisor or related service provider with instruction and/or support. The instructional assistants shall be under the supervision of the appropriately licensed classroom teachers, specialist or supervisor. Other supporting tasks may include, but are not limited to: clerical support, student control, personal care, translation or parent and /family involvement activities and media center or computer laboratory support.

Instructional assistants shall not be used by the district or teacher as substitute teachers. The responsibility for classroom supervision remains with the teacher at all times.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 332.505](#)

[ORS 342.120](#)
[OAR 581-022-2400\(2\)](#)

[OAR 581-037-0005 - 0025](#)
[OAR 584-005-0005\(20\),\(28\)](#)

The Vietnam Era Veterans’ Readjustment Assistance Act,, 38 U.S.C. § 4212 (2018).
Title II of the Genetic Information Nondiscrimination Act, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2022).
Rehabilitation Act, 29 U.S.C. § 791, 793-794 (2018).

North Santiam School District

Code: IFE
Adopted: 2/26/98
Readopted: 10/19/17
Orig. Code: IFE

Curriculum Guides and Course Outlines

Curriculum guides and course outlines will be ~~written~~ ~~available~~ for all courses offered in the district. Academic content standards^[1] ~~Content Standards/Common Core State Standards and Essential Skills~~ as adopted by the State Board of Education will be included. Teachers are expected to adhere closely to the course of study adopted by the district. ~~Planned course statements will be on file for each course offered in grades 9-12.~~ Information regarding course offerings ~~and course descriptions~~ will be made available to all students and interested ~~patrons of the~~ district patrons, upon request.;

END OF POLICY

Legal Reference(s):

[ORS 332.075\(1\)](#)

[ORS 336.035](#)

[OAR 581-021-0045](#)

[OAR 581-021-0046](#)

[OAR 581-022-2000](#)

[OAR 581-022-2030](#)

[OAR 581-022-2250](#)

[OAR 581-022-2300](#)

[OAR 581-022-2305](#)

[OAR 581-022-2310](#)

[OAR 581-022-2315](#)

¹ [The proficiency in Essential Skills requirement has been waived and is not a condition of receiving a high school diploma during the 2021-2022, 2022-2023 or 2023-2024 school year (Senate Bill 744, 2021).]

North Santiam School District

Code: IGBAF
Adopted: 10/19/06
Revised/Readopted: 7/17/14; 10/19/17
Orig. Code: IGBAF

Special Education - Individualized Education Program (IEP)**

An individualized individual education program (IEP) shall be developed and implemented for each student with disabilities in the district, kindergarten through 21 years of age, including those who attend a public charter school located in the district, are placed in or referred to a private school or facility by the district, or receive related services from the district. The district is responsible for initiating and conducting the meetings to develop, review and revise the IEP of a student with disabilities. The district will ensure that one or both parents are present at each meeting or are afforded the opportunity to participate and are given a copy of the IEP. A meeting to develop an IEP shall be held within 30 calendar days of a determination that the student needs special education and related services, once every 365 days thereafter and when considering a change in the IEP or placement.

If a student is to be placed or referred to a private school or facility or attends a private or parochial school, the district will ensure that a representative of the private school or facility attends the IEP meeting. If the representative of the private school or facility is unable to attend the IEP meeting, the district shall use other methods to ensure participation including but not limited to, individual or conference telephone calls or individual meetings.

END OF POLICY

Legal Reference(s):

[ORS 343.151](#)
[ORS 343.155](#)

[OAR 581-015-2000](#)
[OAR 581-015-2190](#)
[OAR 581-015-2195](#)
[OAR 581-015-2200](#)

[OAR 581-015-2205](#)
[OAR 581-015-2210](#)
[OAR 581-015-2215](#)
[OAR 581-015-2220](#)
[OAR 581-015-2225](#)
[OAR 581-015-2229](#)
[OAR 581-015-2230](#)

[OAR 581-015-2235](#)
[OAR 581-015-2055](#)
[OAR 581-015-2600](#)
[OAR 581-015-2065](#)
[OAR 581-015-2265](#)

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. §§ 300.5 to -300.6, 300.22 to -300.24, 300.34, 300.43, 300.105 to -106, 300.112, 320.325, 300.328, 300.501 (2012).

North Santiam School District

Code: JECB
Adopted: 9/17/09
Revised/Readopted: 2/16/12; 2/21/13; 5/15/14;
3/19/15; 9/17/15; 10/19/17;
2/15/18; 10/17/19
Orig. Code: JECB

Admission of Nonresident Students

The district may enroll nonresident students as follows:

1. Interdistrict Transfer Agreement. By written consent of the affected school boards, the student becomes a “resident student~~pupil~~” of the attending district thereby allowing the attending district to receive State School Fund moneys;
2. Tuition Paying Student. By admitting nonresident student with tuition, whereby neither affected districts are eligible for State School Fund~~state school fund~~ moneys;
3. Court Placement. If a juvenile court determines it is in the student’s best interest, a student placed in a substitute care program outside the district will continue to be considered a resident student and allowed to attend the school the student attended prior to placement. The public agency placing the student in a substitute care program will be responsible for the transportation of the student, if public agency funds are available.

The Board shall deny regular school admission to nonresident students who are under expulsion from another district for a weapons policy violation. The Board may, based on district criteria, deny admission to nonresident students who are under expulsion from another district for reasons other than a weapons policy violation.

Consent for Admission of a Nonresident Student by Interdistrict Transfer or Consent for Admission of a Tuition Paying Student

Annually, at the May Board meeting, the Board shall establish the number of student transfer requests into the district, and out of the district, to which consent will be given for the upcoming school year.

The Board may not consider nor ask for any information from the student about race, religion, sex, sexual orientation, gender identity, ethnicity, national origin~~origins~~, disability, health, whether a student has an individualized education program (IEP) or the terms of that IEP, identified as talented and gifted, income level, residence, proficiency in English, athletic ability, or academic records. The Board may not request or require the student to participate in an interview, tour any of the schools or facilities, or otherwise meet with any representatives of the school or district prior to the district deciding whether to give consent.

The Board may only ask for the student’s name, contact information, date of birth, grade level, whether the student may be given priority on consent for admission (see the following paragraph for priorities), information about which schools the student prefers to attend, and whether the student is currently expelled.

If the number of students seeking consent exceeds the number of spaces ~~at their school of choice~~, the Board will use an equitable lottery selection process. The process may give priority to students who have siblings currently enrolled in the district; ~~to students~~ who previously received consent for admission because of ~~but have~~ a change in legal residence; or ~~to students~~ who attended a public charter school located in the same district in which the student seeks to attend, for three consecutive years, completed the highest grade offered by the public charter school, and did not enroll and attend school in another district following completion of that highest grade in the public charter school.

The Board may revise the maximum number of students to whom consent will be given at a time other than the annual date established by the Board if there are no pending applications for consent.

If the Board decides not to give consent to a student, the Board must provide a written explanation to the student.

The district may require minimum standards of behavior and/or attendance once the student has been accepted. The minimum standards must be the same for all students that are given consent. The district is not allowed to establish minimum standards for academics as a criteria for the student to remain in the district. Students whose consent is revoked for violation of set attendance and/or behavior standards will not be allowed to apply for consent to return to this district in the same or the following school year.

The Board may determine the length of time the consent is given. Any limitations in length of time must be applied consistently among all students to whom consent is given.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district, ~~as space allows~~.

Transportation will be provided if required by federal law.

The attending district is responsible for a free appropriate public education for those students on an IEP.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)
[ORS 327.006](#)
[ORS 329.485](#)
[ORS 335.090](#)

[ORS 339.115 - 339.133](#)
[ORS 339.141](#)
[ORS 339.250](#)
[ORS 343.221](#)

[ORS 433.267](#)
[OAR 581-021-0019](#)

North Santiam School District

Code: JFC
Adopted: 7/01/96
Revised/Readopted: 9/16/04; 11/20/08; 9/18/14;
10/19/17; 11/19/15
Orig. Code: JFC

Student Conduct**

The Board expects student conduct to contribute to a productive learning climate. Students shall comply with the district's written rules, pursue the prescribed course of study, submit to the lawful authority of district staff and conduct themselves in an orderly manner during the school day or during district-sponsored activities.

Careful attention shall be given to procedures and methods whereby fairness and consistency without bias in discipline shall be assured each student. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline, realize the responsibility of one's actions and maintain a productive learning environment. All staff members have responsibility for consistency in establishing and maintaining an appropriate behavioral atmosphere.

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school-sponsored events, while at other schools in the district and while off campus whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of the rights of others.

The following forms or displays of student misconduct including, but not limited to, shall be subject to discipline, suspension or expulsion as per ORS 339.250:

1. Assault;
2. Harassment, intimidation, bullying, cyberbullying or teen dating violence as prohibited by Board policy JFCF - Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/Domestic Violence – Student;
3. Coercion;
4. Threats of violence or harm as prohibited by Board policy JFCM - Threats of Violence;
5. Disorderly conduct;
6. Bringing, possessing, concealing or using a weapon as prohibited in Board policy JFCJ - Weapons in the Schools;
7. Vandalism, malicious mischief and theft as prohibited by Board policies ECAB - Vandalism, Malicious Mischief and Theft and JFCB - Care of District Property by Students, or willful damage or destruction of private property on district premises or at district-sponsored activities;
8. Sexual harassment as prohibited in Board policy JBA/GBN - Sexual Harassment and accompanying administrative regulation;

9. Possession, distribution, or Use of tobacco products, non-prescription, inhalant delivery systems, alcohol, or drugs or other controlled substances as prohibited in Board policies JFCG/JFCH/JFCI - Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems and JFCG/KGC/GBK - ~~Prohibited Use, Possession, Sale or Distribution of Tobacco or Inhalant Delivery System~~;
10. Use or display of profane or obscene language;
11. Disruption of the school environment;
12. Open defiance of a teacher's authority, including persistent failure to comply with the lawful directions of teachers or school officials; or
13. Violation of law, Board policy, administrative regulation, school or classroom rules.

The district recognizes that under the Unsafe School Choice Option of the Every Student Succeed Act of 2015, a school can be deemed unsafe as a whole entity or for an individual student based on expulsions for weapons violations, violent behavior or expulsions for students arrested for the following criminal offenses occurring on district grounds, on district-sponsored transportation and/or at district-sponsored activities:

1. Assault;
2. Manufacture or delivery of a controlled substance;
3. Sexual crimes using force, threatened use of force or against incapacitated persons;
4. Arson;
5. Robbery;
6. Hate/Bias crimes;
7. Coercion; or
8. Kidnapping.

The district will record and report these infractions to the Oregon Department of Education, as required.

The district will provide the opportunity for all students in any school identified as persistently dangerous or for any victim of a violent criminal offense occurring in or on the grounds of the school the student attends, to the extent feasible, the opportunity to transfer to a safe school within the district.

Students are prohibited from making knowingly false statements or knowingly submitting false information in bad faith as part of a complaint or report, or associated with an investigation into misconduct.¹

Parents, students and employees shall be notified by handbook, code of conduct or other document of acceptable behavior, behavior subject to discipline and the procedures to address behavior. These

¹ The district is prohibited from retaliating against any student "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." ORS 659.852.

procedures will include a system of consequences designed to correct student misconduct and promote acceptable behavior.

END OF POLICY

Legal Reference(s):

[ORS 339.240](#)
[ORS 339.250](#)

[ORS 659.850](#)

[OAR 581-021-0050 - 0075](#)

Nondiscrimination on the Bases of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Tinker v. Des Moines Sch. Dist., 393 U.S. 503 (1969).
Hazelwood Sch. District v. Kuhlmeier, 484 U.S. 260 (1988).
Bethel Sch. Dist. v. Fraser, 478 U.S. 675 (1986).
Shorb v. Grotting and Powers Sch. Dist., Case No. 00CV-0255 (Coos County Circuit Ct.) (2000).
Ferguson v. Phoenix Talent Sch. Dist. #4, 172 Or. App. 389 (2001).
Morse v. Frederick, 551 U.S. 393, 127 S. Ct. 2618 (2007).
C.R. v. Eugene S.D. 4J, No. 12-1042, U.S. District Court of OR (2013).

Cross Reference(s):

ECAB - Vandalism/Malicious Mischief
JF/JFA - Student Rights and Responsibilities
JG - Student Discipline

North Santiam School District

Code: JHC
Adopted: 9/21/00
Readopted: 10/19/17
Orig. Code: JHC

Student Health Services and Requirements

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important ~~a major~~ Board responsibility ~~concern~~. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices.

The district shall staff nursing services appropriate for students with medical needs and prevention-oriented health services per applicable requirements of Oregon Revised Statutes (ORS) 336.201 and Oregon Administrative Rule (OAR) 581-022-2220.

The district shall provide:

1. One registered nurse or school nurse for every 125 medically fragile students;
2. One registered nurse or school nurse or one licensed practical nurse under the supervision of a registered nurse or school nurse for each nursing-dependent student; and
3. One registered nurse or school nurse for every 225 medically complex students.

The district may use the most cost-effective means available to meet the above requirements.

The nurse(s) employed by the district shall be licensed to practice as a registered nurse or nurse practitioner in Oregon and will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

Any nurse(s) providing services on behalf of the district shall follow all applicable requirements of ORS Chapter 678 and OAR Chapter 851. This includes, but is not limited to, delegating tasks of nursing care in accordance with OAR 851-047, which includes performing a nursing assessment of the patient prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.¹

The district shall maintain a prevention-oriented health services program which provides:

1. Pertinent health information on the students, as required by Oregon statutes or ~~rules~~ regulations;
2. Health appraisal to include screening for possible vision or hearing problems;

¹ For additional delegation requirements, see OAR [851-047-0030](#).

3. Health counseling for students and parents, when appropriate;
4. Health care and first-aid assistance that are~~is~~ appropriately supervised and isolate~~isolates~~ the sick or injured child from the student body;
5. Control and prevention of communicable diseases as required by ~~the~~ Oregon Health Authority, Public Health Division, and the county health department;
6. Assistance for students in taking prescription and/or nonprescription medication according to established district procedures;
7. Services for students who are medically fragile or have special health care needs;
8. Integration of school health services with school health education programs.

The Board directs its district health staff to coordinate with health personnel from other public agencies in matters pertaining to health instruction or the general health of students and employees.

In accordance with the requirements of federal law ~~the Every Student Succeed Act of 2015~~, the district recognizes its responsibility to notify parents in advance of any nonemergency, invasive physical examination² or screening that is required as condition of attendance; administered and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student, or of other students.

Notification will be provided at least annually at the beginning of the school year or when enrolling students for the first time in school and will include the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

Procedures shall be developed and implemented to carry out this policy. All district employees will be apprised of their responsibilities in this area. Parents shall have the opportunity to request their students be exempt from participation in ~~[scoliosis,]~~ vision or hearing screening. The district will abide by those requests.

END OF POLICY

Legal Reference(s):

[ORS 329.025](#)
[ORS 336.201](#)

[ORS 336.211](#)
[OAR 581-022-2050](#)

[OAR 581-022-2](#)

Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2022).

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

² The term “invasive physical examination,” as defined by law, means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening. The term does not include any physical examination or screening that is permitted or required by state law, including physical examinations or screenings that are permitted without parental notification.

North Santiam School District

Code: JHCD/JHCDA
Adopted: 11/15/18
Orig. Code(s): JHCD; JHCDA

Medications**

The district recognizes that administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes a need to ensure the health and well-being of a student who requires regular doses or injections of a medication as a result of experiencing a life-threatening allergic reaction or adrenal crisis¹, or a need to manage hypoglycemia, asthma or diabetes. Accordingly, the district may administer, or a student may be permitted to administer to themselves prescription (injectable and noninjectable) and/or nonprescription (noninjectable) medication at school.

The district shall designate personnel authorized to administer medications to students. Annual training shall be provided to designated personnel as required by law in accordance with guidelines approved by the Oregon Department of Education (ODE). When a licensed health care professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon or another medication to a student as prescribed and/or allowed by Oregon law.

~~When a licensed health care professional is not immediately available, personnel designated by the district may administer to a student, epinephrine, glucagon, or another medication to a student as prescribed and/or allowed by Oregon law.~~

The district reserves the right to reject a request for ~~district personnel to administer, or to permit a student to administer to themselves, a medication when such~~ administration of medication at school, either by district personnel or student self-administration, if the medication is not necessary for the student to remain in school.

The superintendent and/or designee will require that an individualized health care plan and allergy plan is developed for every student with a known life-threatening allergy, and an individualized health care plan for every student for whom the district has been given proper notice of a diagnosis of adrenal insufficiency. Such a plan will include provisions for administering medication and/or responding to emergency situations while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity.

A student may be allowed to self-administer a medication for asthma, diabetes, hypoglycemia, or severe allergies as prescribed by an Oregon licensed health care professional, upon written and signed request of the parent or guardian and subject to age-appropriate guidelines. This self-administration provision also

¹ Under proper notice given to the district by a student or student's parent or guardian.

requires a written and signed confirmation the student has been instructed by the Oregon licensed health care professional on the proper use of and responsibilities for the prescribed medication.

A request to the district to administer or allow a student to self-administer prescription medication ~~or a nonprescription medication that is not approved by the Food and Drug Administration (FDA)~~ shall include a signed prescription and treatment plan from a prescriber² or an Oregon-licensed health care professional.

A request to the district to administer or allow a student to self-administer nonprescription that is not approved by the Food and Drug Administration (FDA) shall include a written order from the student's prescriber that meets the requirements of law.

A written request and permission form signed by a student's parent or guardian, unless the student is allowed to access medical care without parental consent under state law³, is required and will be kept on file.

If the student is deemed to have violated Board policy or medical protocol by the district, the district may revoke the permission given to a student to self-administer medication.

Prescription and nonprescription medication will be handled, stored, monitored, disposed of and records maintained in accordance with established district administrative regulations governing the administration of prescription or nonprescription medications to students, including procedures for the disposal of sharps and glass.

A process shall be established by which, upon parent or guardian written request, a back-up prescribed autoinjectable epinephrine is kept at a reasonably, secure location in the student's classroom as provided by state law.

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on school premises who ~~a staff member~~ the person believes, in good faith, is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

Naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing an overdose of an opioid drug.

This policy shall not prohibit, in any way, the administration of recognized first aid to a student by district employees in accordance with established state law, Board policy and administrative regulation.

² A registered nurse who is employed by a public or private school, ESD or local public health authority to provide nursing services at a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days.

³ Subject to ORS 109.610, 109.640 and 109.675.

The superintendent or designee will assure that the before and after school programs on school-owned property are in compliance with applicable Oregon statutes and administrative rules regarding the administration of medications.

A school administrator, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration, in good faith and pursuant to state law of prescription and/or nonprescription medication, ~~subject to state law~~.

A school administrator, school nurse, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of a student's self-administration of medication, described in Oregon Revised Statute (ORS) 339.866, ~~when~~ if that person in good faith and pursuant to state law assisted the student in self-administration of the medication, ~~subject to state law~~.

A school administrator, school nurse, teacher or other district employee designated by the school administration is not liable in a criminal action or for civil damages, ~~when~~ as a result of the use of medication if that person in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy, who is unable to self-administer the medication, ~~subject to state law~~ regardless of whether the student or individual has a prescription for epinephrine, or administers naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug to a student or other individual who that person believes in good faith is experiencing an overdose of an opioid drug.

~~The district and the members of the Board are not liable in a criminal action or for civil damages when a student or individual is unable to self-administer medication, when any person in good faith administers autoinjectable epinephrine to a student or individual, subject to state law.~~

The district and the members of the Board are not liable in a criminal action or for civil damages as a result of the use of medication if any person in good faith, on school premises, including at a school, on school property under the jurisdiction of the district or at an activity under the jurisdiction of the district, administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication, regardless of whether the student or individual has a prescription for epinephrine, or administers naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug to a student or other individual who the person believes in good faith is experiencing an overdose of an opioid drug.

The superintendent shall develop administrative regulations as needed to meet the requirements of law; ~~Oregon Administrative Rules~~; and the implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 109.610](#)

[ORS 109.640](#)

[ORS 109.675](#)

[ORS 332.107](#)

[ORS 339.866 - 339.871](#)

[ORS 433.800 - 433.830](#)

[ORS 475.005 - 475.285](#)

[OAR 166-400-0010\(17\)](#)

[OAR 166-400-0060\(29\)](#)

[OAR 333-055-0000 -055-0115](#)

[OAR 581-021-0037](#)

[OAR 581-022-2220](#)

[OAR 851-047-0030](#)

[OAR 851-047-0040](#)

Senate Bill 665 (2019)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).
OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration: A Manual for School Personnel*.



North Santiam School District

Superintendent, Andy Gardner

Business Director, Jane Nofziger

2023-2024 Budget Committee

BOARD MEMBERS/COMMUNITY REP.	Term Expires	COMMUNITY MEMBERS	Term Expires
Mackenzie Strawn, Sublimity Director #1	06/30/25	Brandon John, Sublimity Position #8	06/30/24
Erin Cramer, Stayton Director #2	06/30/23	Jennifer Tiger, Stayton Position #9	06/30/24
Laura Wipper, Stayton Director #3	06/30/25	Casey Dark, Sublimity Position #10	06/30/24
Mike Wagner, Lyons Director #4	06/30/23	Moria Thiessen, Stayton Position #11	06/30/24
Mark Henderson, All (At-Large #1) Director #5	06/30/23	Scott Knox, Lyons Position #12	06/30/25
Coral Ford, Stayton Director #6	06/30/23	Karen Odenthal, Stayton Position #13	06/30/25
Alisha Oliver, All (At-Large #2) Director #7	06/30/25	Randy Forrette, Sublimity Position #14	06/30/23

OPEN

Budget committee members are appointed to three-year terms by the school board. At the end of a budget committee member term, the incumbent member can be reappointed at the discretion of the governing body.



List of Low-Impact Pesticide Products Used on NSSD Properties

Product Name	EPA Reg. No.	Active Ingredient(s)	Labeled
SureGuard	59639-120	Flumioxazin	Caution
Brushmaster	2217-774	2,4-D ethylhexyl	Caution
Milestone	62719-519	aminopyralid, trisopropylamine salt	Caution
Cornerstone Plus	1381-192	glyphosate isopropylamine salt	Caution
SpeedZone EW	2217-1053	2,4-D ethylhexyl ester, mecoprop-p, dicamba, carfentrazone-	Caution
Tzone	2217-976	triclopyr butoxyethyl ester, sulfentrazone, 2,4-D	Caution
Ace Wasp & Hornet Killer	9688-325	Prallethrin 0.02%, Cypermethrin 0.04%	Caution
Black Flag Wasp Spray	9688-324	Prallethrin 0.02%, Cypermethrin 0.05%	Caution
Terro Fruit Fly Trap	92035-POL-1	Sodium Lauryl Sulfate (0.08%)	Caution
Tom Cat Rat and Mouse Kille	90780-	Bromethalin	Caution
Ace Ant, Roach & Spider Kille	9688-320	Prallethrin 0.02%, Cypermethrin 0.05%	Caution
Casoron 4G	400-168	Dichlobenil	Caution
RoundUp Pro Concentrate	524-529	Glyphosate, isopropylamine salt	Caution
Terro Ant Baits	149-8	Sodium tetraborate decahydrate	Caution
Advion Ant Gel	100-1498	Indoxacarb	Caution
Arilon Insecticide	100-1501	Indoxacarb	Caution



North Santiam School District

Annual IPM Report

January 11, 2023

Report completed by IPM Plan Coordinator: Dave Parsons

Report submitted to the North Santiam School District 29J Board of Directors

Short Summary of Overall Pest Management for the Year:

Looking through the pest control work orders from the past year, ants compose the greatest number of requests for pest control, followed by rodents. Ants are considered a nuisance pest as they do not pose any known health hazards. Rodents on the other hand do pose a health threat.

This past year did present the largest rodent infestation since implementing our IPM plan over ten years ago. Stayton High experienced a rat infestation which we were able to control through the use of traps and bait stations. Stayton Elementary experienced an occasional mouse in various classrooms.

As for weed control, most of our past efforts have been through spot spraying with backpack sprayers. However, this last fall, we were able to do some broadleaf control with large spray equipment on several of our fields. As we do our best to avoid applying pesticides while students are present, this becomes quite a challenge. It worked out this year that we had the perfect weather on a non-contact day in the fall, which is the best season for broadleaf control.

DATA FROM SCHOOLS

Name of School: ALL Campuses

Pests, pest-conducive conditions, actions taken, Costs (taken from pest logs):

Number of Pest Sightings Reported:

Small ants: __ML(1) SES (2) SHS (1) SMS (0) SUB (1)____

Bats: _____0_____

Cockroaches: _____0_____

Spiders: __ML (2) SES (1) SHS (0) SMS (0) SUB (0)____

Yellow Jackets: _____0_____

Rodent: ML (0) SES (1) SHS (1) SMS (0) SUB (0)

Other _____0_____

Breakdown of prevention and management steps taken that proved to be ineffective and led to the decision to make a pesticide application:

Pest Problem:

Weeds are a continual problem that are difficult to control through manual operations such as pulling or hoeing. We do incorporate these methods when time and persons are available but it isn't long before the weeds reappear.

Pesticides Applied:

SHS:

Cornerstone – 1381-192 – 105oz/135gallons diluted total applied at various dates June through October for weed and grass control – applied via spot spraying of mulch beds, fence lines, parking lots, walkways, where hand weeding proves ineffective due to the time constraints.

Speedzone – 2717-833 – 32oz/23gallons diluted total applied at various dates June through October for broadleaf control – applied via spot spraying of lawn and turf areas, where watering, mowing and fertilization efforts, or in some areas that water is not available, eventually become overrun with weeds.

TZone – 2217-976 – 4gallons/240gallons diluted total applied on October 14th for broadleaf control – applied via power boom sprayer to lawn and field turf, where watering, mowing and fertilization efforts, or in some areas that water is not available, eventually become overrun with weeds.

Tomcat – 90780-11 – solid bait block – placed in bait boxes throughout the year, in attic spaces as a means of monitoring for rodent activity.

Arilon – 100-1501 – 2oz dry powder/diluted into 2gallons of water, small mixtures throughout the year – applied via pump sprayer to localized ant outbreaks near baseboards and exterior foundations.

SMS:

Cornerstone: - 1381-192 – 30oz/20gallons diluted total applied at various dates June through October for weed and grass control – applied via spot spraying of mulch beds, fence lines, parking lots, walkways, where hand weeding proves ineffective due to the time constraints.

Speedzone – 2717-833 – 32oz/23gallons diluted total applied at various dates June through October for broadleaf control – applied via spot spraying of lawn and turf areas, where watering, mowing and fertilization efforts, or in some areas that water is not available, eventually become overrun with weeds.

SES:

Cornerstone: - 1381-192 – 32oz/18gallons diluted total applied at various dates June through October for weed and grass control – applied via spot spraying of mulch beds, fence lines, parking lots, walkways, where hand weeding proves ineffective due to the time constraints.

Speedzone – 2717-833 – 27oz/18gallons diluted total applied at various dates June through October for broadleaf control – applied via spot spraying of lawn and turf areas, where watering, mowing and fertilization efforts, or in some areas that water is not available, eventually become overrun with weeds.

TZone – 2217-976 – 1gallon/60gallons diluted total applied on October 14th for broadleaf control – applied via power boom sprayer to lawn and field turf, where watering, mowing and fertilization efforts, or in some areas that water is not available, eventually become overrun with weeds.

Arilon – 100-1501 – 2oz dry powder/diluted into 2gallons of water, small mixtures throughout the year – applied via pump sprayer to localized ant outbreaks near baseboards and exterior foundations.

ML:

Cornerstone: - 1381-192 – 32oz/16gallons diluted total applied at various dates June through October for weed and grass control – applied via spot spraying of mulch beds,

fence lines, parking lots, walkways, where hand weeding proves ineffective due to the time constraints.

Speedzone – 2717-833 – 2.5gallons/50gallons diluted total applied on October 14th for broadleaf control – applied via power boom sprayer to lawn and field turf, where watering, mowing and fertilization efforts, or in some areas that water is not available, eventually become overrun with weeds.

All of these applications proved to be effective.

COST DATA

Costs

Sticky traps: \$45.00

Mouse traps: \$23.00

Rat traps: \$149.00

Pest Management Professional: Zero

Pesticides: \$1465.00

Total: \$1682.00

GBNAA/JHFF

Explanations for suggested edits

Recent revisions to ORS 339 affecting reporting of child abuse and sexual conduct were adopted by the 2021 Legislature. The passing of these bills revised the definition of ‘sexual conduct’ and ‘licensed administrator’ as it relates to reporting and helps define the persons

who can be designated to receive and respond to these reports. Additionally, a new definition was added for ‘commission licensee’ to distinguish between district employees suspected of sexual conduct that shall be reported to and investigated by TSPC and those that shall be reported to and investigated by ODE. The effective date of these changes are immediate.

Additionally, because of the requirements of staff involved in child abuse reporting, a second code has been added to model policy JHFE and its administrative regulations. This policy can now be inserted into section G (if desired) of the board’s policy manual and support informing staff of these reporting requirements.

Collective Bargaining Impact

Review any collective bargaining agreement language as it relates to GBNAA/JHFF and sexual conduct presented herein.

Local District Responsibility

Review the recommendations in the required policies and administrative regulations, i.e., GBNAA/JHFF and GBNAB/JHFE presented herein and readopt; review and modify to meet current practices.

Policy(ies) and ARs Impacted by these Revisions

GBNAA/JHFF – Suspected Sexual Conduct with Students and Reporting Requirements *, Required

GBNAA/JHFF-AR – Suspected Sexual Conduct Report Procedures and Form *,
Required GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements, Required

GBNAB/JHFE-AR(1) – Reporting of Suspected Abuse of a Child, Required

GBNAB/JHFE-AR(2) – Reporting of Suspected Abuse of a Child, Highly Recommended

JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements, Required

JHFE/GBNAB-AR(1) – Reporting of Suspected Abuse of a Child, Required

JHFE/GBNAB-AR(2) – Reporting of Suspected Abuse of a Child, Highly Recommended

JHFF/GBNAA – Suspected Sexual Conduct with Students and Reporting Requirements *, Required

JHFF/GBNAA-AR – Suspected Sexual Conduct Report Procedures and Form *, Required

OSBA Model Sample Policy - PROPOSED

Code: GBNAA/JHFF > policy was previously only JHFF. OSBA recommends completely replacing the [old JHFF](#) (click link) with this proposed policy and adding the GBNAA code so that it will appear in both the G and J sections of the policy manual.

Adopted:

Suspected Sexual Conduct with Students and Reporting Requirements *

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to this policy. Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.

⁴“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁴ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee^{5}, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the {6}designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator, the report shall be submitted to the Director of Human Resources who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district’s administrative regulation GBNAA/JHFF-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student’s safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student’s safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

⁵ {The following language in brackets, i.e., [contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

⁶ {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual conduct for a school building in the respective school building. A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 332.107

ORS 339.370 - 339.400

ORS 419B.005 - 419B.045

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

House Bill 2136 (2021).

Senate Bill 51 (2021).

CURRENT STATUS OF POLICY JHFF

Code: JHFF
Adopted: 12/17/09
Revised/Readopted: 5/19/11; 3/20/14; 10/19/17
Orig. Code(s): JHFF

Reporting Requirements Regarding Sexual Conduct with Students

Sexual conduct by district/school employees as defined by Oregon law will not be tolerated. All district employees are subject to this policy.

“Sexual conduct,” as defined by Oregon law, is any verbal or physical or other conduct by a school employee that is sexual in nature; directed toward a kindergarten through grade 12 student; unreasonably interferes with a student’s educational performance; and creates an intimidating, hostile or offensive educational environment. The definition for sexual conduct does not include behavior that would be considered child abuse as outlined by Oregon law and district Board policy JHFE and JHFE-AR - Reporting of Suspected Abuse of a Child.

Any district employee who has reasonable cause to believe that another district employee or volunteer has engaged in sexual conduct with a student must immediately notify the director of human resources.

When the district receives a report of suspected sexual conduct by a district employee, the district may decide to place the employee on paid administrative leave or in a position that does not involve direct, unsupervised contact with students while conducting an investigation. An investigation is a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the complainant, witnesses and the district employee who is the subject of the report. If the subject of the report is a district employee, the investigation must meet any negotiated standards of an employment contract or agreement.

If, following the investigation, the report is substantiated, the district will inform the employee that the report has been substantiated and provide information regarding the appeal process. A substantiated report is one that: a) an educational provider has reasonable cause to believe is founded based on the available evidence after conducting an investigation; and b) involves conduct that the educational provider determines is sufficiently serious to be documented in the employee’s personnel file.

If the employee decides not to appeal the determination or if the determination is sustained after an appeal, a record of the substantiated report will be placed in the employee’s personnel file. The employee will be notified that this information may be disclosed to a potential employer.

The district will post the contact information of the person designated to receive sexual conduct reports, as well as the procedures that will be followed upon receipt of a report. In the event that the designated person is the suspected perpetrator, the superintendent shall receive the report. If the superintendent is the suspected perpetrator, the board chair shall receive the report. When action is taken on the report, the person who initiated the report must be notified.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected sexual conduct by a district employee in good faith, the student will not be disciplined by the Board or any district employee.

The district will provide annual training to district employees, parents and students regarding the prevention and identification of sexual conduct. The district will provide to employees at the time of hire a description of conduct that may constitute sexual conduct and a description of records subject to disclosure if a sexual conduct report is substantiated.

Educational providers shall follow hiring and reporting procedures as outlined in ORS 339.374 for all district employees.

END OF POLICY

R10/05/21|LF

Suspected Sexual Conduct with Students and Reporting Requirements * –

GBNAA/JHFF

Legal Reference(s):

ORS 339.370 to-339.400
ORS 418.746 to-418.751
ORS 419B.005 to-419B.045

Cross Reference(s):

GCAB - Personal Electronic Devices and Social Media - Staff
JHFE - Reporting of Suspected Abuse of a Child

GBNAB/JHFE~ GBNAB/JHFE-AR1 ~ GBNAB/JHFE-AR2 **(document contains all three policies which are color-coded)**

Explanations for suggested edits

Recent revisions to ORS 339 affecting reporting of child abuse and sexual conduct were adopted by the 2021 Legislature. The passing of these bills revised the definition of 'sexual conduct' and 'licensed administrator' as it relates to reporting and helps define the persons

who can be designated to receive and respond to these reports. Additionally, a new definition was added for 'commission licensee' to distinguish between district employees suspected of sexual conduct that shall be reported to and investigated by TSPC and those that shall be reported to and investigated by ODE. The effective date of these changes are immediate.

Additionally, because of the requirements of staff involved in child abuse reporting, a second code has been added to model policy JHFE and its administrative regulations. This policy can now be inserted into section G (if desired) of the board's policy manual and support informing staff of these reporting requirements.

Collective Bargaining Impact

Review any collective bargaining agreement language as it relates to GBNAA/JHFF and sexual conduct presented herein.

Local District Responsibility

Review the recommendations in the required policies and administrative regulations, i.e., GBNAA/JHFF and GBNAB/JHFE presented herein and readopt; review and modify to meet current practices.

Policy(ies) and ARs Impacted by these Revisions

GBNAA/JHFF – Suspected Sexual Conduct with Students and Reporting Requirements *, Required

GBNAA/JHFF-AR – Suspected Sexual Conduct Report Procedures and Form *,
Required GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements, Required GBNAB/JHFE-

AR(1) – Reporting of Suspected Abuse of a Child, Required

GBNAB/JHFE-AR(2) – Reporting of Suspected Abuse of a Child, Highly Recommended

JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements, Required

JHFE/GBNAB-AR(1) – Reporting of Suspected Abuse of a Child, Required

JHFE/GBNAB-AR(2) – Reporting of Suspected Abuse of a Child, Highly Recommended

JHFF/GBNAA – Suspected Sexual Conduct with Students and Reporting Requirements *, Required

JHFF/GBNAA-AR – Suspected Sexual Conduct Report Procedures and Form *, Required

OSBA Model Sample Policy - PROPOSED

Code: GBNAB/JHFE > policy was previously only JHFE. OSBA recommends completely replacing the [old JHFE](#) (click link) with this proposed policy and adding the GBNAB code so that it will appear in both the G and J sections of the policy manual.

Adopted:

Suspected Abuse of a Child Reporting Requirements**

Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall orally report or cause an oral report immediately by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010. Any district employee who has reasonable cause to believe that **any person**² with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010. If known, the report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by district employees, contractors³, agents⁴, volunteers⁵, or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulation.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to the Oregon Department of Human Services (DHS) or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² "Person" could include adult, student or other child.

³ "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

⁴ "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁵ "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

PROPOSED

The district will designate a {⁶} licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by district employees, contractors, agents, volunteers or students.

If the superintendent is the alleged perpetrator, the report shall be submitted to the Director of Human Resources who shall also report to the Board chair.

The district will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in GBNAB/JHFE-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for local law enforcement and the local DHS office or its designee, and a statement that this duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the district and set forth in administrative regulation GBNAB/JHFE-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support a report, a district employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety. When there is reasonable cause to support a report, a district contractor, agent or volunteer suspected of abuse shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the district as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a district employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall provide information and training each school year to district employees on the prevention and identification of abuse, the obligations of district employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The district shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending district-operated

⁶ {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual abuse for a school building in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

PROPOSED

schools, and will be made available separately from the training provided to district employees. The district shall provide each school year information on the prevention and identification of abuse, the obligations of district employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The district shall make available each school year training that is designed to prevent abuse to students attending district-operated schools.

The district shall provide to a district employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute abuse;
2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the district employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.

Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The district shall make available to students, district employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail, using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 339.370 - 339.400](#)
[ORS 418.257 - 418.259](#)

[ORS 419B.005 - 419B.050](#)

[OAR 581-022-2205](#)

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).
Senate Bill 51 (2021).

-----END OF PROPOSED GBNAB/JHFE POLICY-----

CURRENT STATUS OF JHFE

Adopted: 11/19/84

Revised/Readopted: 1990; 2001; 1/21/10; 2/21/13; 10/19/17

Orig. Code(s): JHFE

Reporting of Suspected Abuse of a Child

Any school employee who has reasonable cause to believe that any child with whom the employee has come in contact has suffered abuse or neglect, as defined in state law, by any adult or by a student with whom the employee is in contact has abused a child, will immediately notify the Oregon Department of Human Services or the local law enforcement agency. The district employee shall also immediately inform his/her supervisor, principal or superintendent.

Abuse of a child by district employees or by students will not be tolerated. All district employees are subject to this policy and the accompanying administrative regulation. If a district employee is a suspected abuser, reporting requirements remain the same. The district will designate the personnel director to receive reports of abuse of a child by district employees and specify the procedures to be followed upon receipt of an abuse report. In the event the designated person is the suspected abuser, the superintendent shall receive the report of abuse. The district will post in each school building the name and contact information of the person designated to receive abuse reports, as well as the procedures the personnel director will follow upon receipt of a report. When the personnel director takes action on the report, the person who initiated the report must be notified.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

Upon request, the district shall provide records of investigations of suspected abuse of a child by a district employee or former district employee to law enforcement, Oregon Department of Human Services or Teacher Standards and Practices Commission.

Any district employee participating in good faith in the making of a report, pursuant to this policy and Oregon law and who has reasonable grounds for the making thereof, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of any such report. Further, the initiation of a report in good faith about suspected abuse of a child may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected abuse of a child by a district employee or a student, in good faith, the student will not be disciplined by the Board or any district employee. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall establish written procedures to provide annual training: 1) for district staff in the prevention and identification of the abuse of a child and on the obligations of district employees under ORS 419B.005, as directed by Board policy, to report suspected abuse of a child; 2) for parents and legal guardians of students

attending district schools on the prevention, identification of abuse of a child and the obligation of district employees to report suspected abuse of a child, separate from district staff training; and 3) designed to prevent abuse of a child available to students attending district-operated schools.

The superintendent shall implement such regulations as are necessary to accomplish the intent of this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 339.370 to -339.400

ORS 418.746 to -418.751

ORS 419B.005 to -419B.050

OAR 581-022-2205

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).

Cross Reference(s):

JHFF - Reporting Requirements Regarding Sexual Conduct with Students

KN - Relations with Law Enforcement Agencies

-----END OF CURRENT JHFE POLICY-----

OSBA Model Sample Policy - PROPOSED

Code: [GBNAB/JHFE-AR\(1\)](#) > policy was previously only JHFE-AR. OSBA recommends completely replacing the [old JHFE-AR](#) (click link) with this proposed policy and adding the GBNAB code so that it will appear in both the G and J sections of the policy manual.

Adopted:

Reporting of Suspected Abuse of a Child

Reporting

Any district employee having reasonable cause to believe that **any child** with whom the employee comes in contact has suffered abuse⁷ shall orally report or cause an oral report immediately by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to a law enforcement agency within the county where the person making the report is at the time of their contact. Any district

⁷ Includes the neglect of a child; abuse is defined in ORS 419B.005.

PROPOSED

employee who has reasonable cause to believe that **any person**⁸ with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to the DHS or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator or alternate licensed administrator for their school building.

If known, the report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator.

If the superintendent is the alleged abuser the report shall be submitted to the Director of Human Resources who shall refer the report to the Board chair.

A written record of the abuse report shall be made by the employee reporting the suspected abuse of a student and will include: name and position of the person making the report; name of the student; name and position of any witness; description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser; description of how the report was made (i.e., phone or other method); name of the agency and individual who took the report; date and time that the report was made; and name of district administrator who received a copy of the written report.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the designee that received the report.

When the designee receives a report of suspected abuse of a child by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave ^{⁹} and take necessary actions to ensure the student's safety. The employee shall remain on leave until DHS or law enforcement determines that the report is substantiated and the district takes the appropriate employment action, or cannot be substantiated or is not a report of abuse and the district determines that either 1) an employment policy was violated and the district will take appropriate employment action against the employee, or 2) an employment policy has not be violated and no action is required by the district against the employee.

⁸ "Person" could include adult, student or other child.

⁹ ⁸² The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

PROPOSED

When the designee receives a report of suspected abuse by a contractor^{10}, agent or volunteer, the district shall prohibit the contractor, agent or volunteer from providing services to the district. The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected abuse has been investigated¹¹ and a determination has been made by law enforcement or DHS that the report is unsubstantiated.

The written record of each reported incident of abuse of a child, action taken by the district and any findings as a result of the report shall be maintained by the district.

If, following the investigation, the district decides to take an employment action, the district will inform the district employee of the employment action to be taken and provide information about the appropriate appeal process. The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.

If the district is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, a record of the findings of the substantiated report and the employment action taken by the district will be placed in the records on the school employee maintained by the district. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the district may use the record as a basis for providing information required to be disclosed about a district employee under ORS 339.378(1). The district will notify the employee that information about substantiated reports may be disclosed to a potential employer.

Definitions

1. Oregon law recognizes these and other types of abuse:
 - a. Physical;
 - b. Neglect;
 - c. Mental injury;
 - d. Threat of harm;
 - e. Sexual abuse and sexual exploitation.
2. "Child" means an unmarried person who is under 18 years of age or is under 21 years of age and residing in or receiving care or services at a child-caring agency.
3. A "substantiated report" means a report of abuse that a law enforcement agency or DHS determines is founded.

Confidentiality of Records

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

¹⁰ {The district is encouraged to duplicate this language in the contract. If the contract is with a company and the person assigned to do the work is the alleged perpetrator, the district shall notify the company and request another company employee be assigned to complete the work.}

¹¹ The district will investigate all reports of suspected abuse, unless otherwise requested by DHS or its designee or law enforcement pursuant to law.

PROPOSED

Upon request from law enforcement or DHS the district shall immediately provide requested documents or materials to the extent allowed by state and federal law.

Failure to Comply

Any district employee who fails to report a suspected abuse of a child as provided by this policy and the prescribed Oregon law commits a violation punishable by law. A district employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by this policy, the employee will be disciplined up to and including dismissal.

Cooperation with Investigator

The district staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. Any investigation of abuse of a child will be directed by the DHS or law enforcement officials as required by law. DHS or law enforcement officials wishing to interview a student shall present themselves at the school office and contact the school administrator, unless the school administrator is the subject of the investigation. When an administrator is notified that the DHS or law enforcement would like to interview a student at school, the administrator must request that the investigating official fill out the appropriate form (See GBNAB/JHFE-AR(2) – Abuse of a Child Investigations Conducted on District Premises). The administrator or designee should not deny the interview based on the investigator's refusal to sign the form. If the student is to be interviewed at the school, the administrator or designee shall make a private space available. The administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification, the administrator shall refuse access to the student.

Law enforcement officials wishing to remove a student from the premises shall present themselves at the office and contact the administrator or designee. The law enforcement official shall sign the student out in accordance with district procedures;

2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, district employees shall not notify parents or anyone else other than DHS or law enforcement agency and any school employee necessary to enable the investigation;
3. The administrator or designee shall advise the investigator of any conditions of disability prior to any interview with the affected child;
4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

Nothing prevents the district from conducting its own investigation, unless another agency requests to lead the investigation or requests the district to suspend the investigation, or taking an employment action based on information available to the district before an investigation conducted by another agency is completed. The district will cooperate with agencies assigned to conduct such investigations.

CURRENT STATUS OF JHFE-AR (*1)

North Santiam School District

Code: **JHFE-AR** (*CURRENTLY NOT NUMBERED BECAUSE THERE IS ONLY ONE AR)

Revised: 11/19/84

Reviewed/Revised: 3/15/07; 1/21/10; 2/21/13; 10/19/17

Orig. Code(s): JHFE-AR

Reporting of Suspected Abuse of a Child

Reporting

Any district employees having reasonable cause to believe that any child with whom the employee comes in contact has suffered abuse, or that any person with whom the employee comes in contact has abused a child, shall orally report or cause an oral report to be immediately made by telephone or otherwise to the local office of Oregon Department of Human Services or to a law enforcement agency within the county where the person making the report is at the time of his/her contact. The district employee should also immediately inform his/her supervisor, principal or personnel director.

If known, such report shall contain the names and addresses of the child, the child's parents or other persons responsible for the child's care, the child's age, and the nature and extent of the suspected abuse, the explanation given for the suspected abuse, any other information which the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator.

A written record of the abuse report shall be made by the employee who suspects abuse of a child. The written record may be made using the North Santiam School District abuse reporting form which includes at a minimum:

1. The name and position of the person making the report;
2. The name, address of the child, the parents or other person responsible for the child's care;
3. The name and position of any witness to the report;
4. A description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser;
5. A description of how the report was made (i.e., phone or other method);
6. The name of the agency and individual who took the report;
7. The date and time that the report was made; and
8. The names of persons who received a copy of the written report.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the superintendent.

When the district receives a report of suspected abuse of a child by one of its employees and the personnel director determines that there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave until the Oregon Department of Human Services or a law enforcement

agency either: 1) determines that the report is unfounded or that the report will not be pursued; or 2) determines that the report is founded and the education provider takes the appropriate disciplinary action against the district employee. If the Oregon Department of Human Services or a law enforcement agency is unable to determine whether the abuse of a child occurred, the district may either reinstate the employee or take disciplinary action at the district's discretion.

The written record of each reported incident of abuse of a child, action taken by the district, and any findings as a result of the report shall be maintained by the district.

Definitions

1. Oregon law recognizes these types of abuse:
 - a. Physical;
 - b. Neglect;
 - c. Mental Injury;
 - d. Threat of Harm;
 - e. Sexual Abuse and Sexual Exploitation.
2. "Child" means an unmarried person who is under 18 years of age.

Confidentiality of Records

The name, address, and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

The disciplinary records of a district employee or former district employee convicted of a crime listed in ORS 342.143 are not exempt from disclosure under ORS 192.501 or 192.502. Therefore, if a district employee or former employee is convicted of a crime listed in ORS 342.143, the district that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. Prior to the disclosure of a disciplinary record the district shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a district employee who is not the subject of the disciplinary record.

Failure to Comply

Any district employee who fails to report a suspected child abuse as provided by this policy and the prescribed Oregon law commits a violation punishable by law. A district employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected child abuse or fails to maintain confidentiality of records as required by this policy, the employee will be disciplined.

Cooperation with Investigator

The district staff shall make every effort in suspected child abuse cases to cooperate with investigating officials as follows:

- 86 1. Any investigation of abuse of a child will be directed by the Oregon Department of Human Services or law enforcement officials as required by law. When an administrator is notified that the Oregon

Department of Human Services or law enforcement would like to interview a student at school, the administrator must request that the investigating official demonstrate that he/she has a warrant, court order, exigent circumstances or parental consent to interview the student. Failure to meet one of these criteria may result in the administrator's refusal to allow the student interview on school property. If the student is to be interviewed at the school, the principal or representative shall make a conference space available. The principal or representative of the school may, at the discretion of the investigator, be present to facilitate the interview. Law enforcement officers wishing to interview or remove a student from the premises shall present themselves at the office and contact the principal or representative. The officer shall sign the student out on a form to be provided by the school;

2. When the subject matter of the interview or investigation is identified to be related to suspected child abuse, district employees shall not notify parents;
3. The principal or representative shall advise the investigator of any conditions of disability prior to any interview with the affected child;
4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

OREGON DEPARTMENT OF HUMAN SERVICES/LAW ENFORCEMENT REPORT FORM

Reporter's Name: _____ Date: _____ Time: _____
Position: _____

This Report Concerns the Following Child or Children

Name	Age/DOB	<u>Sex</u>	School
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OTHER FAMILY MEMBERS(S): Parents, custodians or adults living in the home; other children in the family.

Name	<u>Relationship</u>	Age	Address	Phone
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Address of Child(ren): _____
Street City State/Zip

Phone: _____

Address of Parent/Guardian: _____
Street City State/Zip

Phone: _____

OTHER SIGNIFICANT PERSON(S) WHO MAY HAVE INFORMATION: School, counselor, teachers, doctor, relative, friends, neighbors, etc.

Name	Address	Phone	Relationship
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SUMMARIZE THE NATURE OF THE CONCERNS/REPORT: List most important details first, and be specific. Brief description of injury/conditions/reasons for concern:

Is there a documented history of reports regarding this student? YES NO UNKNOWN

Person Making Report: _____

Oral Report Made to Principal/Designee:

Date: _____ Time: _____

Oral Report Made to: Agency: _____

Date: _____ Time: _____

Written Report Sent to: Agency: _____

Date: _____ Time: _____

Action Taken: No Change Taken into custody of law enforcement/CSB

(on date of report) Other: _____

Copies to: Agency receiving oral report.

District report file: _____

Building report file: _____

THIS REPORT SHALL NOT TO BE PLACED IN THE CHILD'S PERSONAL FILE

-----END OF CURRENT JHFE-AR POLICY-----

OSBA Model Sample Policy

Code: GBNAB/JHFE-AR(2) > this policy currently does not exist. OSBA recommends removing the reporting form that had been connected to JHFE-AR and placing it into this new AR-2. As with the previous two policies, it is suggested to add GBNAB code and place it in both G and J sections of the policy manual

Revised/Reviewed:

Abuse of a Child Investigations Conducted on District Premises

The Department of Human Services (DHS) or a law enforcement agency has the authority to conduct an investigation of a report of child abuse on school premises according to Oregon Revised Statute (ORS) 419B.045. The school administrator must be notified that the investigation is to take place, unless the administrator is a subject of the investigation. The investigator is not required to reveal information about the investigation to the school as a condition of conducting the investigation.

After the investigator provides adequate identification, school staff shall allow access to the child and provide a private space for conducting the interview. The investigator shall be advised by a school administrator or a school staff member of a child's relevant disabling conditions, if any, prior to any interview with the child. The school administrator or designee may, at the investigator's discretion, be present to facilitate the investigation.

School staff may only notify DHS, the law enforcement agency or school employees that are necessary to enable the investigation. School staff may not notify any other persons, including the child’s parent(s) or guardian(s).

Investigator Name (Printed)

Name of Agency

Name of Worker’s/Investigator’s Supervisor

Supervisor Contact Information

Investigator Position and Badge or ID Number

Student Name

School

Investigator Signature

Date

- Investigator refused to sign. District staff should not deny entry based on refusal to sign.

FOR COMPLETION BY DISTRICT STAFF

- Student not available for interview
- Student refused to be interviewed
- Administrator participated in interview

Name of Administrator Notified

Name of Office Staff Involved

Name of Participating Administrator

This form should be placed in a separate secure file and not in the student’s file.

-----END OF PROPOSED GBNAB-JHFE-AR2 POLICY-----

EXPLANATION FOR POLICY CHANGE FROM OSBA

GENDER IDENTITY DEFINITION

Summary

House Bill 3041 (2021) revised the statutory definition of sexual orientation (removed gender identity) and created a new definition for gender identity.

Collective Bargaining Impact

None

Local District Responsibility

Review the board's policy manual for the policies listed herein and if present, revise and readopt. GBNA-AR is an AR that does not require adoption by the board so it can be submitted as an information item to the board for their review.

Policy(ies) and ARs Impacted by these Revisions

GBA – Equal Employment Opportunity, Required GBEA – Workplace Harassment *, Required

GBNA-AR – Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures -- Staff, Highly Recommended

IB – Freedom of Expression, Required

IIA – Instructional Resources/Instructional Materials, Highly Recommended IJ – School Counseling Program, Highly Recommended

JBB – Educational Equity, Optional

JECB - Admission of Nonresident Students, Highly Recommended

North Santiam School District

Code: IB

Adopted: 10/19/17

Freedom of Expression

Students have a general right to freedom of expression within the school system. The district requires, however, that students exercise their rights fairly, responsibly and in a manner not disruptive to other individuals or to the educational process.

Freedom of Student Inquiry and Expression

1. Generally, students and student organizations are free to examine and discuss questions of interest to them and to express opinions publicly and privately within the school system, provided such examination and expression is fair and responsible and is not disruptive to other individuals or to the educational process. Students may support or oppose causes by orderly means which do not disrupt other individuals or the operation of the school.
2. In the classroom, students are free to examine views offered in any course of study, provided such examination is expressed in a responsible manner.

Freedom of Association

Students are free to organize associations to promote their common interests. Student organizations should be open to all students. Membership criteria may not exclude students on the basis of age, race, religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability, geographic location, sex, sexual orientation or gender identity. ~~sex or sexual orientation~~. Each student organization must have a staff adviser to counsel and, when necessary, supervise students in the organization. All student organizations must submit to the school a statement of purpose, criteria for membership, rules and procedures and a current list of officers. School administrators may establish reasonable rules and regulations governing the activity of student organizations.

Publications K-8, Displays and Productions

On occasion, materials such as leaflets, newsletters, cartoons and other items including displays and productions are prepared, produced and/or distributed by students as part of the educational process and free expression in an academic community. Materials may be reviewed by the administrator or may be ~~subject to administrative review~~, restricted or prohibited, ~~however~~, pursuant to legitimate educational concerns. Such concerns include:

1. The material is or may be defamatory;
2. The material is inappropriate based on the age, grade level and/or maturity of the audience;
3. The material is poorly written, inadequately researched, biased or prejudiced;
4. Whether there is an opportunity for a named individual or named individuals to make a response;
5. Whether specific individuals may be identified even though the material does not use or give names;
6. The material is or may be otherwise generally disruptive to the school environment. Such disruption may occur, e.g., ~~for example~~, if the material uses, advocates or condones the use of profane language or advocates or condones the commission of unlawful acts;
7. Students, parents and members of the public might reasonably perceive the materials to bear the sanction or approval of the district.

High School Student Journalists

Generally, high school student journalists have the right to exercise freedom of speech and of the press in school-sponsored media. "School-sponsored media" means materials that are prepared, substantially written, published or broadcast by student journalists; that are distributed or generally made available, either free of charge or for a fee, to members of the student body; and that are prepared under the direction of a student media adviser. School-sponsored media does not include media intended for distribution or transmission solely in the classrooms in which they are produced.

School-sponsored media prepared by student journalists are subject to reasonable time, place and manner restrictions, pursuant to state and federal law. School-sponsored media cannot contain material that:

1. Is libelous or slanderous;

2. Is obscene, pervasively indecent or vulgar;
3. Is factually inaccurate or does not meet journalistic standards established for school-sponsored media;
4. Constitutes an unwarranted invasion of privacy;
5. Violates federal or state law or regulation; or
6. So incites students as to create a clear and present danger of:
 - a. The commission of unlawful acts on or off school premises;
 - b. The violation of district policies and/or student handbook; or
 - c. The material and substantial disruption of the orderly operation of the school. A school official will base a forecast of material and substantial disruption on specific facts, including past experience in the school and current events influencing student behavior, and not on undifferentiated fear or apprehension.

Modifications or removal of items may be appealed in writing to the superintendent. The superintendent shall schedule a meeting within three school days of receiving the written appeal. Those present at the meeting shall include the individual(s) making the appeal, the individual(s) who made the decision to modify or remove materials and the superintendent. At the superintendent's discretion, the district's legal counsel may also attend the meeting. The superintendent shall make his/her decision within three school days of the meeting. The superintendent's decision shall be final and binding on all parties.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)

[ORS 332.072](#)

[ORS 332.107](#)

[ORS 336.477](#)

[ORS 339.880](#)

[ORS 339.885](#)

[ORS 659.850](#)

[OAR 581-021-0050](#)

[OAR 581-021-0055](#)

Equal Access Act, 20 U.S.C. §§ 4071-4074 (2018).

Westside Cmty. Bd. of Educ. v. Mergens, 496 U.S. 226 (1990).

Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988).

U.S. CONST. amend. I; U.S. CONST. amend. XIV.

OR. CONST., art. I, § 8.

House Bill 3041 (2021).

Cross Reference(s):

IGDA - Student Organizations

IGDB - Student Publications

INB - Studying Controversial Issues

JFI - Student Demonstrations and Petitions

EXPLANATION FOR SUGGESTED EDITS

TALENTED AND GIFTED

Summary

There have been some additional rule changes passed for talented and gifted programs. As a result, OSBA policy staff worked to reduce the number of policies and administrative regulations (AR) to two, and both remaining ARs are optional. Further, the district could choose to use the general complaint procedure in board policy KL to support these programs and services, if desired, instead of using the accompanying ARs.

Collective Bargaining Impact

None

Local District Responsibility

Review the recommendations suggested to revise and update TAG-related policies and administrative regulations. Essentially, policies IGBB and IGBBC have been merged, deleting IGBBC and leaving revised IGBB, and IGBBC-AR has been recoded to IGBB-AR.

Policy(ies) and ARs Impacted by these Revisions

IGBB – Talented and Gifted Program and/or Services, Required

IGBB-AR – Complaints Regarding the Talented and Gifted Program and/or Services, Optional

IGBBA – Talented and Gifted Students - Identification, Required

IGBBA-AR – Appeal Procedure for Talented and Gifted Student Identification and Placement, Optional

IGBBC - Talented and Gifted – Programs and Services, Recommend delete in lieu of other revisions

IGBBC-AR - Complaints Regarding the Talented and Gifted Program, Recommend delete or recode to IGBB-AR and revise as recommended or per district practice

North Santiam School District

Code: IGBB
Adopted: 7/16/98
Readopted: 10/19/17
Orig. Code: IGBB

Talented and Gifted Program

The district is committed to an educational program that recognizes, identifies and serves the unique strengths and needs of students identified as talented and gifted ~~students~~. Talented and gifted students demonstrate exceptional performance when compared to applicable developmental ~~are those who have been identified as academically talented and/or~~ learning progressions, with consideration given for variations in student's opportunity to learn and to culturally relevant indicators of ability ~~intellectually gifted~~.

The Board directs the superintendent to develop a ~~process for~~ written identification of ~~process for identifying academically~~ talented and ~~intellectually~~ gifted students in grades K through -12. (See Board policy IGBBA – Talented and Gifted Students – Identification**)

The district will develop a

A written plan of instruction for talented and gifted students in accordance with law that:

1. Includes a statement of the district policy on the education of talented and gifted students (this policy);
2. Identifies and assesses special talented and gifted ~~shall be developed that identifies~~ programs and ~~and/or~~ services available in the district;
3. States goals related ~~needed~~ to providing such programs and services, including timelines for achievement; ~~address the assessed levels of learning and accelerated rates of learning of identified students.~~
4. Describes the programs and services intended to accomplish stated goals;
5. Describes how the district provides parents an opportunity to discuss and to provide input on programs and services for their child;
6. Describes how the district will evaluate progress of the plan; and
7. States the name and contact information for the district's talented and gifted coordinator.¹

The district shall submit such plan to the Oregon Department of Education (ODE) as directed.

The plan will be provided at the school or the district office, when requested, and will be published on the district's website. The district website shall provide the name and contact information of the district's coordinator of special education and programs for talented and gifted. The district will annually report the name and contact information of the district's TAG coordinator to ODE.

The district may also identify and provide programs for students who demonstrate outstanding ability or potential in creative ability in using original or nontraditional methods in thinking and producing; ~~abilities,~~ leadership ability in motivating the performance of others in educational or noneducational settings; and/or ability in the ~~abilities or unusual abilities in~~ visual or performing arts, such as dance, music or art.

¹ For the list of complete requirements of the plan, see ORS 343.397(1).

Complaints regarding programs and/or services can be filed in accordance with Board Policy KL – Public Complaints, beginning at Step 2. The superintendent or designee may choose to convene a committee in making a decision. ~~[the procedure in the accompanying administrative regulation, IGBB-AR – Complaints Regarding the Talented and Gifted Program and/or Services.]~~

END OF POLICY

Legal Reference(s):

[ORS 343.391 - 343.401](#)
[ORS 343.407 - 343.413](#)

[OAR 581-022-2325](#)
[OAR 581-022-2330](#)

[OAR 581-022-2370](#)
[OAR 581-022-2500](#)

If the Board accepts the recommended changes to policy IGBB and IGBBA, the District supports OSBA’s suggestion to delete the policies shown below:

North Santiam School District

Code: IGBBC Adopted: 7/16/98

Revised/Readopted: 10/19/17; 3/01/18

Orig. Code(s): IGBBC

Talented and Gifted - Programs and Services DELETE**

(Note: if adopting the recommended changes to the other TAG policies, OSBA recommends deleting this policy)

A district written plan will be developed for programs and services beyond those normally offered by the regular school program. All required written course statements shall identify the academic instructional programs and services to be provided which accommodate the assessed levels and accelerated rates of learning in identified talented and gifted students. The superintendent will remove any administrative barriers that may exist, which restrict a student’s access to appropriate services, and will develop program and service options.

The Board has established an appeal process for a parent or guardian to utilize if he/she is dissatisfied with the programs and services recommended for his/her student that has been identified as talented and gifted, and wish to request reconsideration. The appeal process is identified in administrative regulation IGBBAAR - Appeal Procedure for Talented and Gifted Student Identification and Placement.

The Board has established a complaints procedure to utilize if a person who resides in the district or a parent or guardian of a student attending school in the district has a complaint regarding the appropriateness of programs and services provided for a student identified as talented and gifted. This complaint procedure, IGBBC-AR - Complaints Regarding the Talented and Gifted Program, is available at the district’s administrative office and on the home page of the district’s website.

END OF POLICY

Legal Reference(s):

OAR 581-002-0040
OAR 581-022-2325
OAR 581-022-2330

OAR 581-022-2370
OAR 581-022-2500

Cross Reference(s): IGBBA - Identification - Talented and Gifted Students

Complaints Regarding the Talented and Gifted Program ~~DELETE~~ or ~~RECODE~~

The following procedure will be utilized when complaints arise regarding the district’s talented and gifted programs and services (TAG).

All complaints regarding TAG will be reported to the superintendent. The complainant will be given the Talented and Gifted Standards Complaint Form, which must be filled out and submitted to the superintendent’s office, before further consideration can be given to the complaint.

1. Upon receipt of a TAG complaint, the superintendent or designee shall arrange for a review committee consisting of the building and district TAG coordinators, and others deemed appropriate by the superintendent.
2. The review committee shall meet within 10 working days of when the superintendent received the written complaint and review all pertinent information. A recommendation from the review committee will be submitted to the superintendent within 20 working days of receiving the original complaint.
3. The review committee may recommend that:
 - a. The programs or services are appropriate; or
 - b. The programs or services are not appropriate.
4. The superintendent shall report the recommendations of the review committee to the Board at the next regularly scheduled Board meeting.
5. After consideration of the recommendations, if any, issued by the review committee, the Board will make a decision, and issue a decision within 20 days of the Board meeting. The Board’s decision will be final and will address each allegation in the complaint and contain reasons for the Board’s decision. The Board’s final decision will be issued in writing or electronic form.
6. If the complainant is a student, a parent or guardian of a student who attends school in the district or is a person who resides in the district and remains dissatisfied and has exhausted local procedures, an appeal may be filed with the Deputy Superintendent of Public Instruction and is subject to the appeal procedure identified in Oregon Administrative Rule (OAR) 581-002-0040. The district shall provide a copy of the appropriate OAR upon request.

The complaint procedure set out above will not be longer than 90 days from the filing date of the original complaint with the superintendent or designee.¹

¹ The timelines may be extended upon written agreement between both parties.

1155 N 3rd Avenue, Stayton, OR 97383-1801
TALENTED AND GIFTED STANDARDS COMPLAINT FORM

Name: _____

Address: _____

Phone (Daytime): _____ (Evenings): _____

1. What is the nature of your complaint? _____

2. What is the district currently doing? _____

3. In your opinion, in what way is this situation a violation of state standards?

4. What do you feel the district should be doing? _____

5. Other pertinent comments: _____

Complainant's Signature

Date

Received by: _____	Date: _____
Appealed to: _____	Date: _____
Appealed to: _____	Date: _____

EXPLANATION FOR SUGGESTED EDITS

TALENTED AND GIFTED

Summary

There have been some additional rule changes passed for talented and gifted programs. As a result, OSBA policy staff worked to reduce the number of policies and administrative regulations (AR) to two, and **both remaining ARs are optional**. Further, the district could choose to use the general complaint procedure in board policy KL to support these programs and services, if desired, instead of using the accompanying ARs.

Collective Bargaining Impact

None

Local District Responsibility

Review the recommendations suggested to revise and update TAG-related policies and administrative regulations. Essentially, policies IGBB and IGBBC have been merged, deleting IGBBC and leaving revised IGBB, and IGBBC-AR has been recoded to IGBB-AR.

Policy(ies) and ARs Impacted by these Revisions

IGBB – Talented and Gifted Program and/or Services, Required

IGBB-AR – Complaints Regarding the Talented and Gifted Program and/or Services, Optional

IGBBA – Talented and Gifted Students - Identification, Required

IGBBA-AR – Appeal Procedure for Talented and Gifted Student Identification and Placement, Optional

IGBBC - Talented and Gifted – Programs and Services, Recommend delete in lieu of other revisions

IGBBC-AR - Complaints Regarding the Talented and Gifted Program, Recommend delete or recode to IGBB-AR and revise as recommended or per district practice

North Santiam School District

Code: IGBBA
Adopted: 7/16/98
Readopted: 10/19/17
Orig. Code: IGBBA

Identification - Talented and Gifted Students**

In order to serve ~~academically~~-talented and ~~intellectually~~-gifted (“TAG”) students in grades K through -12, the district directs the superintendent or designee to establish ~~an~~-written identification process. This process of identification shall include ~~at~~as a minimum:

1. Use of ~~evidence-research~~-based ~~best~~-practices that include a variety of tools and procedures to determine if a student demonstrates a pattern of exceptional ~~identify talented and gifted students from under-represented populations such as ethnic minorities, students with disabilities, students who are culturally and/or linguistically diverse or economically disadvantaged.~~
2. Behavioral, learning and/or performance and/or achievement that is relevant to ~~information;~~
- 3.1. ~~A nationally standardized mental ability test for assistance in the identification of TAG~~intellectually gifted students under ORS 343.395.;
- 4.2. Collection and use of multiple modes and methods of qualitative and quantitative evidence to allow appropriate members of a student’s identification team to make a determination about the identification and eligibility of the students for TAG services, supports and/or programs; with no single test or piece of evidence eliminating a student from eligibility.
- 5.3. Use of methods and practices that minimize or seek to eliminate the effects of bias in assessment and identification of students from historically underrepresented populations including, but not limited to:
 - a. Students who are racially/ethnically diverse;
 - b. Students experiencing disability;
 - c. Students who are culturally and/or linguistically diverse;
 - d. Students experiencing poverty; and
 - e. Students experiencing high mobility.
- 6.4. Incorporate assessments, tools and procedures that will inform the development of an appropriate plan of instruction for students who are identified as TAG and describe how information from the assessments, tools and procedures used in the identification for TAG students will be used to support development of the plan of instruction.
- 7.5. Identify how the educational record under ORS 326.565 of the student being considered will document and reflect the record of the team’s decision and the procedures and data used by the team to make the decision.

The district will provide professional development for staff assigned the responsibility for identification of talented and gifted students.

The identification team may use sources of evidence described in OAR 581-022-2325(3) to provide students with multiple opportunities to demonstrate a pattern or preponderance of evidence of talent or giftedness.

Academic evidence reviewed shall align to the full depth, breadth, and complexity of Oregon’s content standards and benchmarks. Standardized assessments used for academic/achievement-based identification shall include technical documentation demonstrating alignment or documentation of intended use for the purpose of TAG identification. Standardized assessments used for intellectually gifted identification shall include technical documentation demonstrating alignment to research-based best practices inclusive of students from underrepresented populations.

When a student is identified for TAG, the district shall inform parents of the programs and services available to their student and provide an opportunity for parents to provide input to, and discuss TAG instruction proposed for their student. The instruction provided shall be designed to accommodate the student’s assessed levels of learning and accelerated rates of learning. Parents may request the withdrawal of their student from TAG at any time.

~~8. — A nationally standardized academic achievement test of reading or mathematics or a test of total English Language Arts/Literacy or total mathematics on the Smarter Balanced Assessment for assistance in identifying academically talented students.~~

~~Identified students shall score at or above the 97th percentile on one of these tests. Other students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted, may be identified.~~

If a parent is dissatisfied with the identification process or placement of their student, they may submit an appeal ~~the decision~~ through Board policy KL - Public Complaints and begin at Step 2 with the superintendent or designee ~~[the accompanying administrative regulation, IGBBA AR—Appeal Procedure for Talented and Gifted Student Identification and Placement**].~~ ~~After exhausting the district’s appeal procedure and receiving a final decision, a parent may appeal the decision to the State Superintendent of Public Instruction.~~

After exhausting the district’s appeal procedure and receiving the district’s final decision, a parent may appeal the decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-002-0001 – 581-002-0023. The district shall provide a copy of the OARs upon request.

END OF POLICY

Legal Reference(s):

ORS 343.395	ORS 343.411	OAR 581-022-2370
ORS 343.407	ORS 581-021-0030	OAR 581-022-2500
ORS 343.409	OAR 581-022-2325	
	OAR 581-022-2330	

Cross Reference(s):

IGBBC - Programs and Services - Talented and Gifted

If the Board accepts the recommended changes to policy IGBB and IGBBA, the District supports OSBA’s suggestion to delete the policy shown below:

North Santiam School District

Code: IGBBA-AR

Revised/Reviewed: 10/19/17

Appeal Procedure for Talented and Gifted Student Identification and Placement** **DELETE**

The Board has established an appeal process for a parent to utilize if they are dissatisfied with the identification process and/or placement of their student in the district program for talented and gifted (TAG) students, and wish to request reconsideration. The district's desire and intent is to reach satisfactory solutions during the informal process:

Informal Process

1. A parent will contact the building's TAG coordinator to request reconsideration.
2. The building's TAG coordinator will confer with the parent and may include any additional appropriate persons (e.g., principal, counselor, teacher, etc.). At this time, information pertinent to the selection or placement will be shared.
3. If an agreement cannot be reached, the parent may initiate the Formal Process.

Formal Process

1. A parent shall submit a written request for reconsideration of the identification and/or placement to the district's TAG coordinator.
2. The district's TAG coordinator shall acknowledge in writing the receipt of the request within five working days and shall forward copies of the request and acknowledgment to the district's TAG coordinator.
3. The district's TAG coordinator and other appropriate administrator shall review the student's file and earlier decisions within 10 working days of the original request. Additional data may be gathered to support or change the earlier decision.
4. The parent may be provided an opportunity to present additional evidence.
5. If deemed necessary, a formal hearing will be conducted by the district hearings officer utilizing the appropriate procedures.
6. A decision will be made within 20 working days after receipt of the written request for reconsideration. The parent shall be notified of the decision in writing and the decision shall be forwarded to the superintendent.
7. The decision may be appealed to the Board.
8. If the parent is still dissatisfied, an appeal to the State Superintendent of Public Instruction following the procedures outlined in the Oregon Administrative Rules (OAR) may be used. The district shall provide a copy of the appropriate OAR upon request.

EXPLANATION FOR SUGGESTED EDITS

ALTERNATIVE EDUCATION PROGRAMS

Revisions to model policy IGBHA - Alternative Education Programs** and its administrative regulation are made to better align and update with ODE's rule governing alternative education programs.

Collective Bargaining Impact

None

Local District Responsibility

Review and readopt policy and administrative regulation (this AR should be adopted) with recommended revisions.

Policy(ies) and ARs Impacted by these Revisions

IGBHA – Alternative Education Programs**, Required

North Santiam School District

Code: IGBHA
Adopted: 9/19/02
Readopted: 3/20/08; 10/19/17
Orig. Code: IGBHA

Alternative Education Programs**

The Board is dedicated to providing educational options for all students. It is recognized there will be students in the district whose needs and interests are best served by participation in an alternative education program.

“Alternative education program” means a school or separate class group designed to best serve students’ educational needs and interests and assist students in achieving the academic standards of the school district and the state.

A list of **third-party** alternative education programs will be approved by the Board annually. The superintendent may provide for the involvement of staff, parents or guardians and the community in recommending alternative education programs for Board approval, and in the development of related Board policy and an administrative regulation. Annual evaluation of alternative education programs will be made in accordance with Oregon Revised Statute (ORS) 336.655 and Oregon Administrative Rule (OAR) 581-022-2505-1350. The superintendent will develop administrative regulations as necessary to evaluate the district’s alternative education programs. ~~implement this requirement.~~

Third-party alternative education programs will consist of instruction or instruction combined with counseling. These programs may be public or private. A private ~~Private~~ alternative education

program~~programs~~ shall be registered with the Oregon Department of Education. Alternative education programs must meet all the requirements set forth in state law ~~ORS 336.625, ORS 336.631~~ and rules, and federal law, as applicable. [~~336.637~~-A qualified district may contract with a qualified private alternative education program to provide services to a qualified home-schooled child.].

Students, after consultation with ~~upon~~ parent or guardian ~~request~~, may be placed in an alternative education program if the district determines that the placement serves the student’s educational needs and interests, and ~~assists~~~~assist~~ the student in achieving district and state academic content standards. Such placement must have the approval of the student’s resident district and, as appropriate, the attending district. The district will also consider and propose alternative education programs for students prior to expulsion or leaving school as required by law.

The district shall pay the actual ~~cost~~ of an alternative education program ~~cost~~ or an amount equal to 80 percent of the district’s estimated current year’s average per-student net operating expenditure, whichever is less. When contracting ~~The district will enter into a written contract with a district-approved~~ private alternative education program, the district’s contract will meet the requirements of law.~~programs.~~

END OF POLICY

Legal Reference(s):

[ORS 329.485](#)

[ORS 339.250](#)

[OAR 581-022-2320](#)

[ORS 332.072](#)

[OAR 581-022-2505](#)

[ORS 336.014](#)

[OAR 581-021-0045](#)

[OAR 581-023-0006](#)

[ORS 336.175](#)

[OAR 581-021-0065](#)

[OAR 581-023-0008](#)

[ORS 336.615 - 336.665](#)

[OAR 581-021-0070](#)

[ORS 339.030](#)

[OAR 581-021-0071](#)

Cross Reference(s):

IGBHB - Establishment of Alternative Education Program

IGBHC - Alternative Education Notification

JGEA - Alternative Educational Programs

EXPLANATION FOR SUGGESTED EDITS

ALTERNATIVE EDUCATION PROGRAMS

Revisions to model policy IGBHA - Alternative Education Programs** and its administrative regulation are made to better align and update with ODE's rule governing alternative education programs.

Collective Bargaining Impact

None

Local District Responsibility

Review and readopt policy and administrative regulation (this AR should be adopted) with recommended revisions.

Policy(ies) and ARs Impacted by these Revisions

IGBHA – Alternative Education Programs**, Required

OSBA Model Sample Policy - PROPOSED REPLACEMENT

Code: IGBHA-AR(1) > this policy currently exists with this code. OSBA recommends completely replacing the [old policy](#) (click link) with the new version shown immediately below.

Adopted:

Evaluation of Alternative Education Programs

(For use by the alternative education program coordinator)

Date _____

Dear Alternative Education Program Coordinator:

In accordance with Oregon Administrative Rule (OAR) 581-022-2505, the district is required to evaluate alternative education programs annually. Please provide the documentation required below and return to the [] District office at [] no later than []. Please include the program name, program coordinator and telephone number. A copy of the district's written evaluation shall be provided to the program coordinator.

Staff

1. Have criminal records checks requirements been met?

* Provide list of individuals subject to criminal records checks and copy of Form 581-2283-M from the Oregon Department of Education (ODE).

Curriculum

1. Are students receiving instruction in the state academic content standards and earning diploma credits?
 - * Attach supportive documentation including such evidence as program overview, curriculum guide, course syllabi or other material that demonstrates that program curriculum is aligned with standards.
2. Are statewide assessments administered and the results reported annually to students, parents and the district?
 - * Attach copy of summary report and sample of information reported to student, parents and the district.
3. Are students receiving, at least annually, a report of academic progress?
 - * Attach copy of report used.
4. Does the program meet the physical education requirements of Oregon Revised Statute (ORS) 329.496?
 - * Attach the document that supports the physical education requirements.

Discrimination

1. Does the program comply with nondiscrimination requirements of law? (Program does not discriminate based on age, disability, national origin, sexual orientation, gender identity, race, color, marital status, religion or sex)
 - * Attach student enrollment/withdrawal summary based on above criteria.

Registration (Private alternative education programs only)

1. Is the program registered with the ODE?
 - * Attach copy of the approval from ODE (including the institution identification number assigned by ODE).

Site Evaluation

1. Does the program comply with health and safety statutes and rules?
 - * Attach copy of appropriate documentation, including first aid, emergency procedures plan, healthy and safe schools plan, radon testing plan, such as staff/student handbooks, in-service agenda, plans, fire marshal's report, safety inspection reports, etc.

Tuition and Fees

1. Does the program comply with Oregon Revised Statutes regarding tuition and fees (ORS 337.150, 339.141, 339.147, 339.155)?

- * Attach list of any fees required and explanation.

Contract

1. The program complies with any statute, rule or district policy specified in the contract with the [public or] private alternative education program.
 - * Attach as applicable.
2. Does the contract with the [public or] private alternative education program state that noncompliance with a rule or statute may result in termination of the contract?
 - * Contract on file with district and program, as applicable.

Expenditures

1. Does the program comply with Oregon Revised Statutes regarding expenditures (ORS 336.635(4))?
 - * Attach annual statement of expenditures.

Advertising

1. Does the program meet the advertising requirements of ORS 339.122?
 - * Attach a copy of the program description. Is it a virtual public school and is it advertised as such?

Superintendent

Dated

- * Compliance indicators are intended as examples only. District may modify, as appropriate.

-----END OF PROPOSED POLICY-----

-----**CURRENT STATUS OF IGBHA-AR**-----

Code: **IGBHA-AR**
Adopted: 8/22/02
Revised/Readopted: 5/21/11; 10/19/17
Orig. Code(s): IGBHA-AR

Evaluation of Alternative Education Programs

In accordance with OAR 581-022-1350, the district is required to evaluate alternative education programs no later than August 1 of each school year.

The following information is needed as part of the evaluation to be completed by the administrator that oversees the program.

Staff

1. Criminal history records checks on all staff.
2. List of individuals subject to criminal records checks and copy of Form 2283 from the Oregon Department of Education.
3. List of licensed staff and license information including endorsements and subjects/grade levels taught.
4. Copies of policies and procedures which show compliance with non-discrimination practice in hiring procedures.
5. Copies of policies and procedures for staff evaluation and staff development.

Curriculum

1. Documents which show students are receiving instruction in the state content standards to prepare them to meet appropriate benchmark levels.
2. Documents which include of program overview, curriculum guides, course syllabi, school improvement plan and other material that demonstrates that program curriculum is aligned with standards.
3. Proof the Oregon Statewide Assessments are administered and the results reported annually to students, parents and the resident district.
4. Copies of assessments and reporting documents used to report to students, parents and resident district.
5. Listing of resources available to students, i.e., library books, computers, texts, science equipment and furniture.
6. Documentation of ability and program availability to serve special education, 504, or TAG students.

Discrimination

1. Program compliance with nondiscrimination requirements of law – no discrimination based on age, disability, national origin, race, marital status, religion sex or sexual orientation.
2. Attach student enrollment/withdrawal summary based on above criteria..

Registration (Private alternative education programs only)

Proof the program is registered with the Oregon Department of Education.

Site Evaluation

Does the program comply with health and safety statutes and rules?

Tuition and Fees

Does the program comply with Oregon Revised Statutes regarding tuition and fees (ORS 337.150, 339.141, 339.147, 339.155)?

Contract

1. The program complies with any statute, rule or district policy specified in the contract with the public or private alternative education program.
2. Does the contract with the public or private alternative program state that noncompliance with a rule or statute may result in termination of the contract?

Expenditures

Does the program comply with Oregon Revised Statutes regarding expenditures (ORS 336.635 (4))?

Superintendent _____

**EVALUATION OF ALTERNATIVE EDUCATION PROGRAMS
ADMINISTRATIVE SUMMARY FORM**

The district’s alternative education programs administrator should complete the following and submit to the superintendent by August 1st of each year.

Program Name: _____ Date: _____

Program Administrator: _____

Staff

- Meets criteria
- Does not meet criteria

Comments:

Curriculum

- Meets criteria

- Does not meet criteria

Comments:

Discrimination

- Meets criteria
- Does not meet criteria

Comments:

Registration

- Meets criteria
- Does not meet criteria

Comments:

Site Evaluation

- Meets criteria
- Does not meet criteria

Comments:

Tuition and Fees

- Meets criteria
- Does not meet criteria

Comments:

Contract

- Meets criteria
- Does not meet criteria

Comments:

Expenditures

- Meets criteria
- Does not meet criteria

Comments:

Alternative Education Administrator Signature

Date

Superintendent's Signature

Date

Jan. 2023 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	Pupils	Adults	Educational Objectives	Organization	Status
216904 - 2nd Grade to OMSI	OMSI 1945 SE Water Ave, Portland	Stayton Elementary School	March 22, 2023, 8:00am	March 22, 2023, 2:30pm	100	30	Students will be able to obtain first hand experience with scientific elements, including changes to land.	Curriculum	pending
217446 - Cascade Career Wheel	Cascade HS	Stayton High School	Feb.9, 2023, 10:15am	Feb. 9, 2023, 11:30am	45	3	Career Exploration	Curriculum	pending
217427 - 80% Club	Star Cinema 350 N Third Ave, Stayton	Mari-Linn School	Jan. 31, 2023, 11:15am	Jan. 31, 2023, 2:00pm	66	5	Positive incentive program for the 2nd quarter.	Curriculum	approved
217144 - Locust St Zoo Trip	Portland Zoo, 4001 SW Canyon Blvd, Portland	Options/ Locust St Academy	Jan. 23, 2023, 9:15am	Jan. 23, 2023, 2:45pm	25	4	Connection with zoology class for LSA students, including observations/assignments	Curriculum	pending
217141 - Northwest Agricultural Show	Oregon State Fair and Expo Center in Salem	Stayton High School	Jan. 19, 2023, 8:30am	Jan. 19, 2023, 2:15pm	25	1	Career Fair	FFA	approved
216863 - 2nd Grade Caroling Field Trip	2201 N 3rd Ave, Stayton	Stayton Elementary School	Dec 15, 2022, 10:15am	Dec 15, 2022, 11:50am	91	25	This will teach students the importance of connecting with their community and that service can be done in many different ways.	Curriculum	approved
216778 - 2nd Grade to Storybook Land	Linn County Fairgrounds 3700 Knox Butte Rd E Albany	Stayton Elementary School	Dec 8, 2022, 8:30am	Dec 8, 2022, 11:45am	94	24	Students will be able to obtain first hand knowledge of design engineering AND fairytales by seeing their favorite stories come to life in animated displays. They will be able to take that knowledge and apply it to their fairytale/engineering unit.	Curriculum	approved
216776 - 4-5 grade OSU Beavers Beyond the Classroom	Oregon State University-Gill Coliseum Corvallis	Sublimity School	Dec 1, 2022, 9:15am	Dec 1, 2022, 2:00pm	75	17	College Going Experience	AVID	approved
216696 - 6-8 grade OSU Beavers Beyond the Classroom 112	Oregon State University-Gill Coliseum Corvallis	Sublimity School	Dec 1, 2022, 9:00am	Dec 1, 2022, 2:15pm	90	4	College Going Experience	AVID	approved

216639 - 4-5 grades Annual Beavers Beyond The Classroom	Oregon State University-Gill Coliseum Corvallis	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	approved
216764 - ML Grades 6-8 Chemeketa Planetarium and Campus Tour	Chemeketa Community College	Mari Linn School	Dec 1, 2022, 9:00am	Dec 1, 2022, 2:15pm	67	77	To learn about college career options and Learn about the solar system.	Curriculum	approved
216898 - 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	approved
216862 - Western Oregon University Creative Arts Day	Western Oregon university	Stayton High School	Nov. 18, 2022, 8:00am	Nov. 18, 2022, 2:45pm	30	3	Students will be learning about various performing arts programs and what they can do for careers in the performing arts.	Curriculum	approved
216722 - Quarter 1 Middle School Incentive Trip	Lakeshore Lanes 5432 Pacific Blvd Albany	Mari Linn School	Nov. 16, 2022, 10:00am	Nov. 16, 2022, 2:15pm	60	7	This is a PBIS reward trip for our middle school, This is also part of the Middle School PE standards	Curriculum	approved
216897 - Agriculture Expo- Linn County	Linn County Fairgrounds	Stayton High School	Nov. 16, 2022, 9:15am	Nov. 18, 2022, 2:15pm	20	2	Agriculture for FFA	FFA	approved
216697 - OASC Fall Conference	River Inn at Seaside, 531 Avenue A, Seaside	Stayton High School	Nov. 6, 2022, 8:00am	Nov. 7, 2022, 2:30pm	24	3	ASB Leadership class to attend OASC Fall Conference, offering learning and networking opportunities for both students and staff advisors.	ASB	approved
216683 - Day of Dead Celebration	Albany, OR 97321	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	approved
216761 - Cascade High School	Cascade HS	Stayton High School	Nov. 3, 2022, 10:30am	Nov. 18, 2022, 11:15am	15	1	AVID	AVID	approved
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	approved
216637 ¹¹³ - 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	approved
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	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 114	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 01/13/23

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	22	23	23					
MARI-LINN	1	21	17	25	25	26	26	26					
MARI-LINN	2	23	15	19	19	19	20	20					
MARI-LINN	3	25	17	14	14	14	14	14					
MARI-LINN	4	29	17	21	21	21	21	20					
MARI-LINN	5	26	18	16	17	17	17	17					
MARI-LINN	6	23	22	21	21	21	21	21					
MARI-LINN	7	26	24	20	22	23	22	22					
MARI-LINN	8	22	18	24	24	24	24	24					
MARI-LINN	ALL	216	173	185	185	187	188	187					
OPTIONS ACADEMY	KG	N/A	1	1	0	0	1	1					
OPTIONS ACADEMY	1	N/A	2	0	0	0	0	0					
OPTIONS ACADEMY	2	N/A	2	0	0	0	0	0					
OPTIONS ACADEMY	3	N/A	2	0	0	0	0	0					
OPTIONS ACADEMY	4	N/A	4	0	0	0	0	0					
OPTIONS ACADEMY	5	N/A	2	1	1	1	1	1					
OPTIONS ACADEMY	6	N/A	5	0	1	0	1	1					
OPTIONS ACADEMY	7	N/A	4	2	2	2	5	5					
OPTIONS ACADEMY	8	N/A	6	0	0	0	1	4					
OPTIONS ACADEMY	9	N/A	12	2	2	4	5	4					
OPTIONS ACADEMY	10	N/A	20	8	12	11	15	14					
OPTIONS ACADEMY	11	N/A	29	15	19	20	21	23					
OPTIONS ACADEMY	12	N/A	47	43	46	45	52	50					
OPTIONS ACADEMY	ALL		136	72	83	83	102	103					
STAYTON ELEMENTARY	PreK-3	N/A	5	4	4	9	9	9					
STAYTON ELEMENTARY	PreK-4	N/A	13	10	11	16	16	16					
STAYTON ELEMENTARY	KG	90	85	71	74	74	74	74					
STAYTON ELEMENTARY	1	112	82	83	84	86	83	84					
STAYTON ELEMENTARY	2	90	84	82	85	85	89	90					
STAYTON ELEMENTARY	3	86	97	83	81	82	82	82					
STAYTON ELEMENTARY	ALL	378	366	333	339	352	353	355					
STAYTON HIGH	9	189	182	205	203	201	203	200					
STAYTON HIGH	10	201	152	185	185	187	187	186					
STAYTON HIGH	11	168	136	147	149	147	146	145					
STAYTON HIGH	12	163	135	143	145	147	144	142					
Early College (off campus)		28	14	4	15	15	15	16					
STAYTON HIGH	ALL	721	619	684	697	697	695	689					

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	92	93	92					
STAYTON INTERMEDIATE	5	102	72	92	93	93	93	94					
STAYTON INTERMEDIATE	ALL	185	158	183	184	185	186	186					
STAYTON MIDDLE	6	138	67	87	84	85	86	88					
STAYTON MIDDLE	7	108	105	70	71	71	70	72					
STAYTON MIDDLE	8	136	116	114	110	111	109	108					
STAYTON MIDDLE	ALL	382	288	271	265	267	265	268					
SIS/SMS TOTAL	ALL	567	446	454	449	452	451	454					
SUBLIMITY	KG	45	33	33	32	33	33	33					
SUBLIMITY	1	36	23	40	40	40	40	39					
SUBLIMITY	2	43	45	32	32	32	32	31					
SUBLIMITY	3	42	31	46	46	46	46	45					
SUBLIMITY	4	42	42	38	38	38	38	38					
SUBLIMITY	5	42	39	44	44	45	45	43					
SUBLIMITY	6	45	43	38	37	37	37	38					
SUBLIMITY	7	57	40	52	52	51	51	51					
SUBLIMITY	8	34	41	42	42	42	42	42					
SUBLIMITY	ALL	386	337	365	363	364	364	360					
NSSD	TOTAL	*2296	2077	2093	2116	2135	2153	2148					
Students registered w/ WESD to homeschool			148	144	154	138	141	136					
Students Enrolled in Virtual Public Charter Sch.			86	72	79	79	84	84					
3% of total NSSD student population= 80.52 ~ 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.

NSSD receives Preschool Promise Grant monies for preschool grades but does not receive state funding like grades K-12/Transitions



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)