



## 2025-26 Board of Directors

**Board Members:** Erin Cramer, Mackenzie Strawn Mike Wagner, Mark Henderson,  
Coral Ford, Alisha Oliver & Brunk Conley

**Student Representatives to the Board,** Rylie Worcester & Amalia Bell

**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,** Melissa Glover

**Director of Nutrition Services,** John Barnes

**Director of Facilities,** Dave Parsons

**Superintendent/School Board Executive Assistant,** Tonia Whisman

### Regular Session

Thursday, April 18, 2024 ~ 6:00 PM

Sublimity Elementary Library

431 E Main St

Sublimity, OR 97385

<https://youtube.com/live/TUf6CsQOq04?feature=share>

### 1. CALL REGULAR SESSION TO ORDER

6:00-6:05 (times for agenda items are estimated)

*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 12:00 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 nature to follow the proper administrative process in Board policy KL (Public Complaints). This information is available near the room entrance and on the District website.*

ACKNOWLEDGMENT OF BOARD MEMBERS PRESENT: Mackenzie Strawn

PLEDGE OF ALLEGIANCE: Mackenzie Strawn

### 2. AGENDA APPROVAL

Changes to the agenda after posting on April 12, 2024 will be acknowledged:

**Added Attachments-**

- \*6.0-Debt Service
- \*11.1-02.21.24 Regular Session Minutes-DRAFT
- \*14.2-April 2024 Enrollment Totals 04.12.24

**Revised Agenda Items-**

- \*15 - addition of 192.660(2)(f) to Executive Session

**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.

**3.1. Teacher Appreciation Week Resolution**

8

6:05-6:10

Teacher Appreciation Week is May 6-10, 2024. The Board will vote to approve a resolution honoring their commitment and dedication.

**RECOMMENDED MOTION-RES #041824A**

*Be it resolved that the NSSD expresses its deep appreciation of its Licensed staff by adopting Resolution #041824A proclaiming May 6-10, 2024 to be TEACHER APPRECIATION WEEK.*

Teacher Appreciation Week RESOLUTION 041824A

8

**3.2. Sublimity School**

9

6:10-6:40

Principal Ryan Westenskow will lead his team in reporting on the great things happening at Sublimity School

2024 Sublimity School Board Presentation

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**4. STUDENT BUSINESS: Benjamin Perez/Lucas Joyce**

6:40-6:50

This standing agenda item is for monthly reports from the NSSD Student Reps. to the Board and for other requests/reports from students. **Both Reps. have scheduling conflicts and will not be in attendance. A summary of their reports has been included.**

**Lucas**

\*Baseball is 6-9, and is playing tonight at home against Philomath.

\*Softball is 9-4 overall, and 4-1 in league! They are playing in Newport.

\*Both golf teams have competed in two meets so far this season. The boys have two left in Marshfield (4/29 and 5/6-7). The girls have three, one of which is on the 29th at home in Stayton.

\*Tennis only has a few matches left, but they have a dual meet vs. Estacada at home on 4/30 @4:00 PM.

\*Additionally, this year, SHS has its first-ever official Male Volleyball club team! They are playing a match at home tonight against South Albany. It is awesome to see new sports clubs having opportunities in our school!

**Benjamin**

\*Homegoing week: traditions such as powderpuff, staff vs senior kickball and male cheerleading!

\*Summer kickoff: From 4-7pm at Stayton High school on the last day of school! Will have catering options, games and several activities

\*Teacher Appreciation Week: Serving breakfast for all staff Monday of that week. Also, we will be giving gifts and thank you cards written by students!

\*Academic Awards night: May 24th

\*STUDENT REP. APPLICANT UPDATE: 7 students are still expressing high interest. We are now in the process of distributing applications and offering time for them to ask more questions about the position.

#### **5. SUPERINTENDENT'S REPORT: Lee W. Loving**

6:50-7:10

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

#### **6. BUSINESS & FISCAL SERVICES REPORT: Rhonda Allen**

**19**

7:10-7:20

This standing agenda item is for the Board to receive the monthly financial report from the Director of Business & Fiscal Services and other information relating to that department.

Financials Board Report\_March2024

19

Debt Service.xlsx

27

#### **7. NUTRITION SERVICES REPORT: John Barnes**

**30**

7:20-7:30

The Director of Nutrition Services will give an update on the effects of all schools in the district qualifying for free meals under the Community Eligibility Provision as of January 1, 2024.

April Board Presentation

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#### **8. LICENSED/CLASSIFIED UNION REPORTS: Union Reps.**

7:30-7:35

This standing agenda item is to receive regular reports from Licensed and/or Classified Union representatives.

#### **9. CITY COUNCIL LIAISON REPORTS:**

7:35-7:50

This standing agenda item is for reports from the Stayton, Sublimity and Lyons City Council Liaisons:

Stayton: David Patty

Sublimity: Tass Morrison/Michael Taylor

Lyons: Mike Wagner

#### **10. PUBLIC COMMENT**

7:50-8:10

*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 room's entrance and on the District's website. Those who have completed an Intent to Submit Public Comment form 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](#)

## **11. CONSENT AGENDA**

8:10-8:15

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 before a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.

### **11.1. Action: Approval of Meeting Minutes** **37**

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

03.07.24 Regular Session Minutes-DRAFT 37

03.07.24 Special Session Minutes-DRAFT 44

3.21.24 Regular Session Minutes-DRAFT 46

### **11.2. Action: Approval of New Hires** **53**

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)**

Grace Bromley-SIMS/Counselor

Katelyn Thomson-SUB/LA

#### **Resignations**

Benjamin Barker- ML/LA & SS

Charles Carter- SHS/LA

Elizabeth Dark- SUB/LRC

#### **Leave of Absence**

Brooke Smith- SES/ 8/24-11/24

April 2024 Licensed Staff Report 53

### **11.3. 2024 Licensed Contract Amendments** **54**

The following amendments were made to Licensed contracts after being approved by the Board on March 7, 2024.

GLOVER, KELSIE - FTE 1.0 STAYTON HIGH SCHOOL

Was listed as Probationary Year 1, Recommend Probationary Year 2

Amendment: Probationary Year 2 Recommend Probationary Year 3

STUTZMAN, RONALD - FTE 1.0 STAYTON HIGH SCHOOL

Was listed as Probationary Year 2 Recommend Probationary Year 3  
Amendment: Probationary Year 3 Recommend Year 1 of a 2-year contract (2024-26)  
2024 Licensed Contract Renewals\_Extensions Amendment 54

**11.4. Action: Approval of Consent Agenda**

**RECOMMENDED MOTION-CONSENT AGENDA**

*I move that the Board approve the Consent Agenda as [presented] [modified].*

**12. STRATEGIC PLANNING UPDATE: Laura Wipper/Alisha Oliver 55**

8:15-8:25

This standing agenda item is for the board to receive status updates on the district's Strategic Planning Process.

Status Report - Strategic Plan - 2024-04-18 55

**13. BOARD REFLECTIONS/ANNOUNCEMENTS**

8:25-8:35

This standing agenda item allows the Board to collectively reflect upon statements made during public comment or topics covered during the meeting and to share announcements or reports of their board-related activities.

Board Greeter for Next Month:

**14. INFORMATION ONLY**

8:35-8:40

**14.1. Field Trip Report: 58**

A list of the field trips taken and/or scheduled since the start of the school year has been included.

April 2024 Fieldtrips Board Report 58

**14.2. Student Enrollment: 70**

Current enrollment is listed below. Refer to the attachment for a breakdown by grade at each location and totals from previous months in the school year.

Mari-Linn: 159

Sublimity: 352

Stayton Elementary: 352

Stayton Intermediate/Middle: 432

Stayton High: 611

Locust Street Academy: 61

Stayton Virtual Academy: 85

Total: 2052

April 2024 Enrollment Totals 04.12.24 70

**14.3. Future Agenda Items: 72**

A list of possible future agenda items is attached. Board members may request that additional items be posted to this list.

Agenda Items Annual Calendar rev 01.24

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#### **14.4. Upcoming Board Events & Activities:**

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

April 27, 2024 - FFA Banquet

5:00-8:00 ~ Historic Heater Farm

May 9, 2024 - NSSD Budget Committee Meeting

6:00-8:00 pm ~ District Office/Santiam Meeting Room

May 16, 2024-Regular Session Board Meeting (note change in start time)

4:00 pm ~ Stayton High School

June 20, 2024 - Budget Hearing & Regular Session Board Meeting

5:30 pm ~ District Office/Santiam Meeting Room (Budget Hearing)

6:00 pm ~ District Office/Santiam Meeting Room (Regular Session)

#### **15. RECESS INTO EXECUTIVE SESSION PER ORS ORS 192.660(2)(i) and 192.660(2)(f)**

The Board of Directors will now meet in executive session pursuant to ORS 192.660(2)(i) -To review and evaluate the employment-related performance of the chief executive officer and 192.660(2)(f)- To consider information or records that are exempt by law from public inspection. Representatives of the news media and designated staff shall be allowed to attend the executive session [other than those held relating to labor negotiations or student records]. All other members of the audience are asked to leave the room and the audio/video will be turned off for those viewing virtually.

No board action may be taken in executive session. At the end of the executive session, the Board will return to open session and welcome the audience back into the meeting.

(if present) Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session except to state the general subject of the session as previously announced.

#### **16. RECONVENE TO OPEN SESSION**

#### **17. ADJOURN**

9:30 (estimated)

#### **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.*





**RESOLUTION #041824A**

**WHEREAS**, teachers mold future citizens through guidance and education; and

**WHEREAS**, teachers encounter students of widely differing backgrounds; and

**WHEREAS**, our country's future depends upon providing quality education to all students; and

**WHEREAS**, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

**WHEREAS**, our community recognizes and supports its teachers in educating the children of this community.

**NOW, THEREFORE, BE IT RESOLVED** that the North Santiam School District Board of Directors proclaims May 6–10, 2024 to be TEACHER APPRECIATION WEEK; and

**BE IT FURTHER RESOLVED** that the North Santiam School Board of Directors strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

Adopted this 18th day of April, 2024

Signed:

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Board Vice-Chair, Mackenzie Strawn

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Superintendent, Lee W Loving

# Sublimity School

## 2023 Board Presentation

# Introducing...

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Mandi Elmer - 1st Grade Teacher

John King - 3rd Grade Teacher

Danielle Angus - Reading Specialist

# Sublimity School Highlights

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1. Career Awareness and Exploration
2. Academic Intervention



# Sublimity Staff Mission & Guiding Principles

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## Mission Statement

**To help students reach their full potential and develop into productive citizens.**

## Guiding Principles

1. Create an environment that is safe, welcoming, positive, and inclusive.
  2. Build relationships based on kindness, respect, and trust.
  3. Provide instruction that is organized, rigorous, and engaging.
  4. Be intentionally joyful and have fun.
  5. Teach the whole child (physical, emotional, social, intellectual).
6. Model and teach character traits like citizenship, service, empathy, and integrity.
  7. Take care of students' basic needs first.
  8. Help students explore careers and set goals for the future.
9. Be great teammates - listen, collaborate, and utilize the strengths of others.
10. Communicate proactively and positively with all members of our community.

# College & Career Awareness

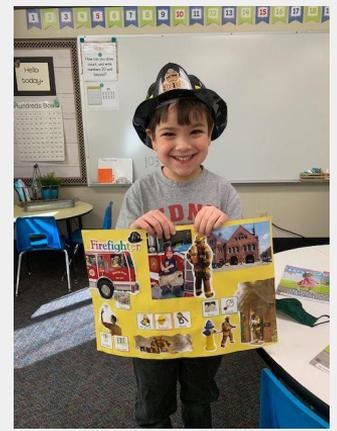
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What activities do students do to begin thinking about and preparing for life after high school?

[Sublimity School CCR Pathway](#)

# College & Career Awareness

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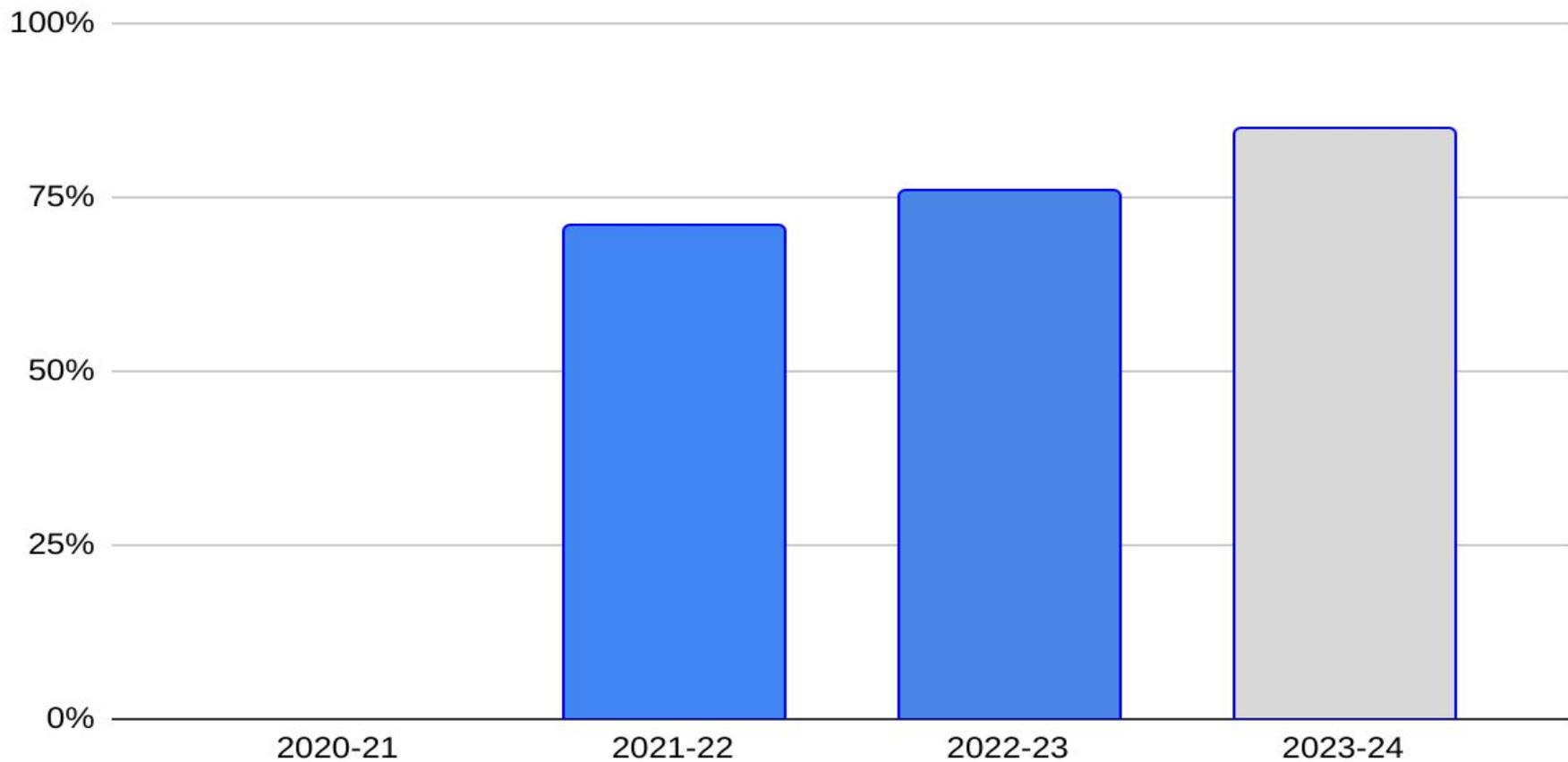


# Reading Intervention

- Data team meets quarterly to review data entered by classroom teachers
  - Goal: service all red and yellow zone students
- Reading specialist rotates in weekly PLC meetings to stay in constant communication with teachers about student progress
- Example: Using kinder data to utilize high-dosage tutor hours

15

Instructional Level- BAS		
Oct	Jan	June
A	C/D	G
C/D	E/F	I
J	L	N+
F	I	K/L
G	I	L
N	O	P
C	D	J
H	K	M/N
M	O	P
A	A	C
M	N	P
R	S	T
H	K	M
K	M	O
L	N	P
K	M	O
D	G/H	J
L+	M+	N+
J/K	L	M
G, H, I	I, J, K	J, K, L
Below G	Below I	Below J

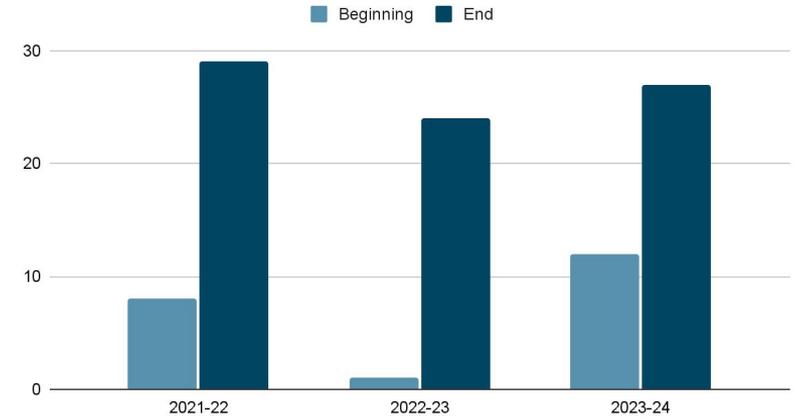


16

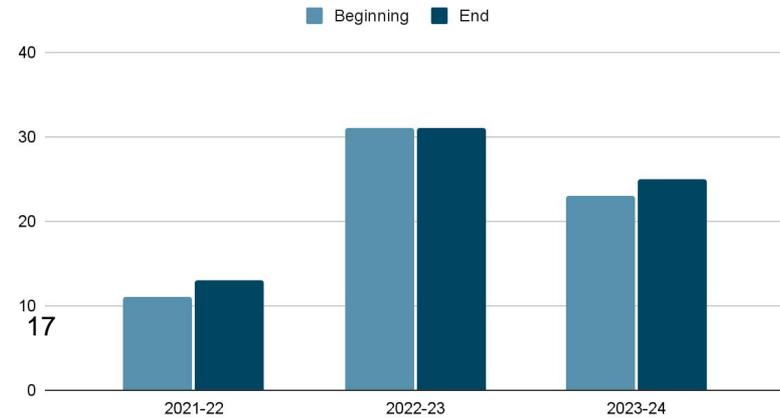
**% of K-2 Students Reading Proficiently by End-of-Year**

# Tracking Reading Growth

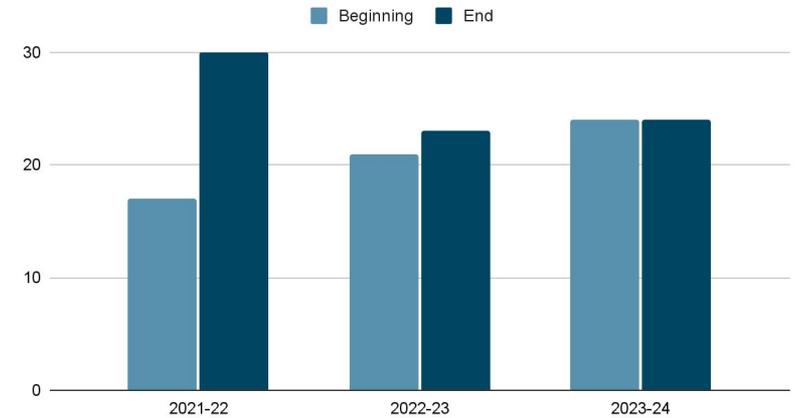
## Kindergarten



## 1st Grade



## 2nd Grade



# Math Intervention Plan

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- Fact Fluency Focus
- Assessments (F, W, S)
- Master Schedule Adjustments
- Grades 3-8 - Daily Intervention Time (30 min, T-F)
- Rotate Students/Skills Every 2-4 Weeks for Booster Class
- Send Home Flashcards

Pilot - 6th Grade Math Fluency Data

2024 Math Fluency Intervention Plan

# **FISCAL REPORT**

## **March 2024**

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**FY2023-24 FISCAL REPORT AS OF 3-31-2024**

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**Superintendent  
Lee W. Loving**



**1155 N 3<sup>rd</sup> Avenue  
Stayton, Oregon 97383**

**Phone: 503.769. 6924  
Fax: 503.769. 3578**

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April 10, 2024

TO: North Santiam SD Board of Directors  
FROM: Rhonda Allen, Director of Business and Fiscal Services  
RE: March 31, 2024, Financial Statements

Board Members,

Attached are the 2023-24 financial statements through March 31, 2024. 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, total Appropriations for the year, and Grant Fund balances.

The General Fund statements include the actual revenues and expenditures from July 1, 2023, through March 31, 2024, and projections through June 30, 2024. The estimated General Fund Ending Fund Balance is \$4,488,745. Contingency and Unappropriated Ending Fund Balance equal \$2,015,662 of the Fund Balance total.

North Santiam's investments are held in the Local Government Investment Pool. Assets total \$19,294,228, yielding 5.20% through March 31, 2024.

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

**North Santiam Schools ~ We Change Kids' Lives!**  
[www.nisantiam.k12.or.us](http://www.nisantiam.k12.or.us)  
[communications@nsantiam.k12.or.us](mailto:communications@nsantiam.k12.or.us)

**North Santiam School District 29J**  
**General Fund: Statement of Revenue Budget Vs. Actual**  
**Fiscal Year 2023-24, As of 03/31/2024**

	2023-24 Budget	Actual YTD Rev. 3/31/2024	Projected Revenue 6/30/2024	Total Estimated 2023-24	(Over)/Under Budget
<b>1000 Revenue From Local Sources</b>					
1111 Current Year's Taxes	7,202,430	7,016,808	401,695	7,418,503	(216,073)
1112 Prior Year's Taxes	150,000	131,826	15,174	147,000	3,000
1114 Payments in Lieu of Property Taxes	-	1,398	-	1,398	(1,398)
1200 REV from Local Gov't Unit Other Than Districts	-	1,879	-	1,879	(1,879)
1510 Interest on Investments	100,000	648,446	339,865	988,311	(888,311)
1700 Fees	3,836	25,634	4,366	30,000	(26,164)
1910 Rentals	-	1,352	3,810	5,162	(5,162)
1920 Contributions and Donations	-	-	-	-	-
1960 Recovery of Prior Year Funds	-	1,021	-	1,021	(1,021)
1980 Fees Charged to Grants	100,000	455	99,545	100,000	-
1990 Miscellaneous	2,500	41,988	-	41,988	(39,488)
<b>Total Revenue From Local Sources</b>	<b>\$ 7,558,766</b>	<b>7,870,806</b>	<b>864,456</b>	<b>8,735,262</b>	<b>(1,176,496)</b>
<b>2000 Revenue from Intermediate Sources</b>					
2101 County School Funds	55,000	13,989	41,011	55,000	-
2102 General Education Service District Funds	405,573	-	457,705	457,705	(52,132)
2199 Intermediate Rev Heavy Equipment Tax	10,000	-	-	-	10,000
2800 Heavy Equipment Rent Tax	-	4,840	-	4,840	(4,840)
<b>Total Revenue from Intermediate Sources</b>	<b>\$ 470,573</b>	<b>18,829</b>	<b>498,716</b>	<b>517,545</b>	<b>(46,972)</b>
<b>3000 Revenue From State Sources</b>					
3101 State School Fund—General Support	17,224,157	14,348,140	3,438,707	17,786,847	(562,690)
3103 Common School Fund	245,000	145,323	135,316	280,639	(35,639)
3104 State Managed County Timber	250,000	89,124	-	89,124	160,876
3105 STATE SCH FUND PRIOR YRS ADJ	-	-	-	-	-
3107 State School Fund High Cost Disability	50,000	-	100,000	100,000	(50,000)
<b>Total Revenue From State Sources</b>	<b>\$ 17,769,157</b>	<b>14,582,587</b>	<b>3,674,023</b>	<b>18,256,610</b>	<b>(487,453)</b>
<b>4000 Revenue From Federal Sources</b>					
4801 Federal Forest Fees	10,000	-	10,000	10,000	-
<b>Total Revenue From Federal Sources</b>	<b>\$ 10,000</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>5000 Revenue From Other Sources</b>					
5110 Bond Proceeds	-	-	-	-	-
5400 Beginning Fund Balance	5,521,992	5,521,992	-	5,521,992	-
<b>Total Revenue From Other Sources</b>	<b>\$ 5,521,992</b>	<b>5,521,992</b>	<b>-</b>	<b>5,521,992</b>	<b>-</b>
<b>Total Resources</b>	<b>\$ 31,330,488</b>	<b>\$ 27,994,214</b>	<b>\$ 5,047,195</b>	<b>33,041,408.99</b>	<b>(1,710,920.99)</b>
				<b>\$ 28,552,664</b>	
				<b>\$ 4,488,745</b>	
				<b>\$ 2,015,662</b>	
				<b>\$ 2,473,083</b>	

**North Santiam School District 29J**  
**General Fund: Statement of Expenditures Budget Vs. Actual**  
**Fiscal Year 2023-24, As of 03/31/2024**

Expenditure Functions	2023-24 Budget	Actual YTD EXP 3/31/2024	Projected Expenditures 6/30/2024	Total Estimated 2023-24	(Over)/ Under Budget
<b>1000 Instruction</b>					
1111 Elementary, K-5 or K-6	4,995,253	2,793,535	1,954,478	4,748,014	247,239
1120 AVID Instruction	5,800	1,516	1,447	2,963	2,837
1121 Middle/Junior High Programs	2,676,039	1,526,625	1,025,896	2,552,522	123,517
1122 Middle/Junior High School Extracurricular	163,891	112,821	30,372	143,193	20,698
1127 After School Program	15,000	-	5,488	5,488	9,513
1131 High School Programs	3,212,302	1,872,025	1,249,872	3,121,897	90,405
1132 High School Extracurricular	640,981	481,416	118,031	599,447	41,534
1220 Restrictive Pgms for Students w/Disabilities	2,032,724	977,115	1,055,412	2,032,527	197
1250 Programs for Students w/Severe Disabilities	858,879	453,384	493,741	947,125	(88,246)
1271 Remediation	326,045	312,182	185,738	497,920	(171,875)
1272 Title I-A	42,750	62,682	41,660	104,342	(61,592)
1281 Alternative Education High School	70,000	89,893	17,501	107,394	(37,394)
1285 District Options Academy	389,997	276,159	238,030	514,189	(124,192)
1289 Other Alternative Programs	-	-	-	-	-
1291 English Second Language Programs	570,040	281,171	197,589	478,760	91,280
1292 Teen Parent Program	6,100	-	-	-	6,100
1460 Summer School, Middle/Jr High	14,805	8,911	-	8,911	5,894
<b>Total Instruction</b>	<b>\$ 16,020,606</b>	<b>\$ 9,249,436</b>	<b>\$ 6,615,255</b>	<b>\$ 15,864,690</b>	<b>\$ 155,916</b>
<b>2000 Support Services</b>					
2110 Attendance and Social Work Services	-	-	-	-	-
2111 Safety and Security Service Area Direction	64,558	50,356	16,934	67,290	(2,732)
2113 Social Work Services	-	-	165	165	(165)
2115 Student Safety	35,800	11,055	10,244	21,299	14,501
2120 Guidance Services	210,180	126,913	114,527	241,440	(31,260)
2134 Nurse Services	252,070	170,809	58,065	228,874	23,196
2139 Other Health Services	-	600	-	600	-
2143 Psychological Counseling Services	79,927	9,879	61,685	71,565	8,362
2152 Speech Pathology Services	172,503	69,023	52,021	121,045	51,458
2160 Other Student Treatment Services	99,797	8,064	89,409	97,473	2,324
2190 Service Direction, Student Support Services	230,841	121,478	82,634	204,112	26,729
2210 Improvement of Instruction Services	45,586	-	61,202	61,202	(15,616)
2211 Teaching and Learning Service Area Direction	247,470	200,399	63,452	263,852	(16,382)
2213 Curriculum Development	178,956	101,478	45,432	146,909	32,047
2219 Other Improvement of Instruction Svcs	159,645	114,427	137,167	251,594	(91,949)
2220 Educational Media Services	279,406	173,003	106,161	279,164	242
2230 Assessment and Testing	105,885	69,745	57,904	127,649	(21,764)
2240 Instructional Staff Development	20,000	19,815	482	20,296	(296)
2310 Board of Education Services	102,500	59,559	12,893	72,452	30,048
2320 Executive Administration Services	397,757	282,032	138,047	420,079	(22,322)
2420 Office of the Principal Services	2,452,596	1,683,071	769,525	2,452,596	-
2510 Direction of Business Support Services	216,093	162,511	48,444	210,955	5,138
2520 Fiscal Services	371,480	289,633	84,257	373,890	(2,410)

**North Santiam School District 29J**  
**General Fund: Statement of Expenditures Budget Vs. Actual**  
**Fiscal Year 2023-24, As of 03/31/2024**

Expenditure Functions	2023-24 Budget	Actual YTD EXP 3/31/2024	Projected Expenditures 6/30/2024	Total Estimated 2023-24	(Over)/ Under Budget
2528 Risk Management Services	290,840	296,702	-	296,702	(5,862)
2540 Operation and Maintenance of Plant Services	-	-	-	-	-
2541 Maintenance & Facilities Service Area Direction	253,736	190,781	61,405	252,187	1,549
2542 Care and Upkeep of Buildings Services	2,481,843	1,586,603	527,084	2,113,687	368,156
2543 Care and Upkeep of Grounds Services	138,099	98,634	25,965	124,599	13,500
2549 Other Operation and Maintenance Services	9,639	5,952	2,721	8,673	966
2550 Student Transportation Services	1,068,250	478,684	596,178	1,074,861	(6,611)
2558 Special Education Transportation Services	252,000	128,845	111,155	240,000	12,000
2626 Grant Writing Services	-	-	-	-	-
2630 Information Services	68,539	47,982	25,734	73,716	(5,177)
2633 Public Information Services	-	-	-	-	-
2640 Staff Services	240,419	181,928	65,530	247,458	(7,039)
2641 Human Resources Service Area Direction	212,027	159,459	52,058	211,517	510
2649 Employee Liabilities	-	2,320	-	2,320	(2,320)
2660 Technology Services	875,922	463,314	255,926	719,239	156,683
2661 IT Service Area Direction	83,805	-	-	-	83,805
2680 Interpretation and Translation	351	209	125	335	16
<b>Total Support Services</b>	<b>\$ 11,698,520</b>	<b>\$ 7,365,262</b>	<b>\$ 3,734,533</b>	<b>\$ 11,099,795</b>	<b>\$ 599,325</b>
<b>3000 Enterprise and Community Services</b>	<b>-</b>				
3360 Welfare Activities Services	10,700	2,756	424	3,179	7,521
<b>Total Enterprise and Community Services</b>	<b>\$ 10,700</b>	<b>\$ 2,756</b>	<b>\$ 424</b>	<b>\$ 3,179</b>	<b>\$ 7,521</b>
<b>5000 Other Uses</b>					
5110 Long Term Debt Service	-	-	-	-	-
5200 Transfers of Funds	1,585,000	1,585,000	-	1,585,000	-
5400 PERS Ual Lump Sum Payment to PERS	-	-	-	-	-
<b>Total Other Uses</b>	<b>\$ 1,585,000</b>	<b>\$ 1,585,000</b>	<b>\$ -</b>	<b>\$ 1,585,000</b>	<b>\$ -</b>
<b>6000 Contingencies</b>					
6110 Operating Contingency	1,085,000	-	-	-	1,085,000
<b>Total Contingencies</b>	<b>\$ 1,085,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,085,000</b>
<b>7000 Unappropriated Ending Fund Balance</b>					
7000 Unappropriated Ending Fund Balance	930,662	-	-	-	930,662
<b>Total Unappropriated Ending Fund Balance</b>	<b>\$ 930,662</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 930,662</b>
<b>GENERAL FUND EXPENDITURES GRAND TOTAL</b>	<b>\$ 31,330,488</b>	<b>\$ 18,202,454</b>	<b>\$ 10,350,211</b>	<b>\$ 28,552,664</b>	<b>\$ 2,778,424</b>

**North Santiam School District 29J**  
**Food Service Fund: Statement of Revenues and Expenditures Budget Vs. Actual**  
**Fiscal Year 2023-24, As of 03/31/2024**

	<b>2023-24 Budget</b>	<b>Actual as of 3/31/2024</b>	<b>Encumbered as of 3/31/2024</b>	<b>Total Estimated 2023-24</b>	<b>(Over)/Under Budget</b>
<b>REVENUE</b>					
1610/1620 Daily Sales	117,319	85,526	40,000	125,526	(8,207)
1630 Special Functions	-	-	-	-	-
1940 Services Provided Other LEA's	6,200	-	8,527	8,527	(2,327)
1960 Recovery of Prior Yr Funds	-	300	-	300	-
1990 Miscellaneous Revenue	8,000	2,316	1,684	4,000	4,000
3102 SSF - School Lunch Match	-	-	-	-	-
3299 State Breakfast/Lunch SSA	110,626	115,325	-	115,325	(4,699)
4500 Farm to School Grant	-	3,256	-	3,256	(3,256)
4513 NSLP Breakfast	300,000	80,245	118,000	198,245	101,755
4515 NSLP Lunch	515,000	383,239	348,000	731,239	(216,239)
4519 Farm to School	15,000	-	14,430	14,430	570
4525 Summer Lunch	20,000	10,685	-	10,685	9,315
4910 USDA Commodities	90,000	-	99,000	99,000	(9,000)
4526 Federal Revenue Summer Lunch	1,500	-	-	-	1,500
5200 Interfund Transfers	-	-	10,200	10,200	(10,200)
5400 Beginning Fund Balance	400,000	221,388	-	221,388	178,612
<b>TOTAL REVENUE</b>	<b>\$ 1,583,645</b>	<b>\$ 902,280</b>	<b>\$ 639,841</b>	<b>\$ 1,542,122</b>	<b>\$ 41,823</b>
<b>EXPENDITURES</b>					
<b>Enterprise and Community Services</b>					
3100-100 Salaries	414,011	279,897	159,488	439,385	(25,374)
3100-200 Payroll Costs	358,384	196,022	122,768	318,790	39,594
3100-300 Contracted Services	24,750	1,597	1,000	2,597	22,153
3100-410 Supplies and Materials	24,000	31,106	5,176	36,282	(12,282)
3100-411 Fuel	1,000	190	810	1,000	-
3100-415 USDA Commodities	90,000	-	99,000	99,000	(9,000)
3100-450 Food	605,529	367,433	99,353	466,786	138,743
3100-460 Non-Consumable	36,471	7,556	5,861	13,417	23,054
3100-470 Computer Software	4,000	4,695	-	4,695	(695)
3100-480 Computer Hardware	1,500	-	-	-	1,500
3100-540 Equipment Replacement	15,000	-	25,456	25,456	(10,456)
3100-640 Dues and Fees	9,000	8,963	-	8,963	37
<b>TOTAL EXPENDITURES</b>	<b>1,583,645</b>	<b>\$ 897,459</b>	<b>\$ 518,912</b>	<b>\$ 1,416,371</b>	<b>\$ 167,274</b>
				<b>FOOD SERVICE EST EFB</b>	<b>\$ 125,751</b>

**North Santiam School District 29J**  
**Appropriations: Budget Vs. Actual**  
**Fiscal Year 2023-24, As of 03/31/2024**

<b>General Fund (100)</b>	<b>Appropriations</b>	<b>YTD</b>	<b>Encumbrances</b>	<b>Totals</b>	<b>Resolutions</b>	<b>(Over)/Under Budget</b>
1000 Instruction	15,785,712	9,249,436	5,875,271	15,124,707	234,894	895,899
2000 Support Services	11,498,520	7,365,262	2,863,121	10,228,383	200,000	1,470,137
3000 Community Services	10,700	2,756	424	3,179	-	7,521
5100 Debt Service	-	-	-	-	-	-
5200 Transfers	185,000	1,585,000	-	1,585,000	1,400,000	-
6000 Contingency	1,085,000	-	-	-	-	1,085,000
<b>Sub Total</b>	<b>\$ 28,564,932</b>	<b>\$ 18,202,454</b>	<b>\$ 8,738,816</b>	<b>\$ 26,941,269</b>	<b>\$ 1,834,894</b>	<b>\$ 3,458,557</b>
<b>Special Revenue Funds (200)</b>						
1000 Instruction	3,987,577	1,322,634	714,743	2,037,377	-	1,950,200
2000 Support Services	2,816,849	1,539,698	437,457	1,977,154	606,005	1,445,700
3000 Community Services	223,122	69,716	24,064	93,780	-	129,342
4000 Facilities Acquisition	200,000	16,000	-	16,000	-	184,000
5200 Transfers	135,000	-	-	-	-	135,000
5300 Apportionment of Funds by ESD	24,304	-	-	-	-	24,304
6000 Contingency	1,791,792	-	-	-	400,000	2,191,792
<b>Sub Total</b>	<b>\$ 9,178,644</b>	<b>\$ 2,948,047</b>	<b>\$ 1,176,264</b>	<b>\$ 4,124,311</b>	<b>\$ 1,006,005</b>	<b>\$ 6,060,338</b>
<b>Food Service Funds (299)</b>						
3000 Community Services	1,583,645	897,459	419,912	1,317,371	-	266,274
<b>Sub Total</b>	<b>\$ 1,583,645</b>	<b>\$ 897,459</b>	<b>\$ 419,912</b>	<b>\$ 1,317,371</b>	<b>\$ -</b>	<b>\$ 266,274</b>
<b>PERS Bond Debt Service (310.321.375)</b>						
5100 Debt Service	4,935,560	751,029	3,529,800	4,280,829	-	654,731
6000 Contingency	1,851,935	-	-	-	-	1,851,935
<b>Sub Total</b>	<b>\$ 6,787,495</b>	<b>\$ 751,029</b>	<b>\$ 3,529,800</b>	<b>\$ 4,280,829</b>	<b>\$ -</b>	<b>\$ 2,506,666</b>
<b>Facilities (400,401,420,425,426,430,448)</b>						
1000 Instruction Services	100,000	-	-	-	-	100,000
2000 Support Services	404,600	105,389	41,082	146,471	-	258,129
4000 Facilities Acquisition	1,649,340	179,476	1,800	181,276	500,000	1,968,064
5110 Debt Service	40,260	40,531	-	40,531	500	229
5200 Transfers	75,000	75,000	-	75,000	-	-
6000 Contingency	1,422,390	-	-	-	-	1,422,390
<b>Sub Total</b>	<b>\$ 3,691,590</b>	<b>\$ 400,396</b>	<b>\$ 42,882</b>	<b>\$ 443,278</b>	<b>\$ 500,500</b>	<b>\$ 3,748,812</b>
<b>Internal Service Funds (600)</b>						
2000 Support Services	80,900	1,656	210	1,866	150,000	229,034
6000 Contingency	261,205	-	-	-	128,000	389,205
<b>Sub Total</b>	<b>\$ 342,105</b>	<b>\$ 1,656</b>	<b>\$ 210</b>	<b>\$ 1,866</b>	<b>\$ 150,000</b>	<b>\$ 618,239</b>
<b>Trust and Agency Fund (700)</b>						
2000 Support Services	25,869	5,000	-	5,000	-	20,869
<b>Sub Total</b>	<b>\$ 25,869</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 20,869</b>
<b>Total Appropriations</b>	<b>50,174,280</b>	<b>23,206,041</b>	<b>13,907,884</b>	<b>37,113,925</b>	<b>3,491,399</b>	<b>16,679,754</b>
<b>Total Unappropriated</b>	<b>930,662</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>930,662</b>
<b>APPROPRIATION TOTAL</b>	<b>\$ 51,104,942</b>	<b>\$ 23,206,040.80</b>	<b>\$ 13,907,883.82</b>	<b>\$ 37,113,924.62</b>	<b>\$ 3,491,399.00</b>	<b>\$ 17,610,416</b>

**North Santiam School District 29J**  
**Special Revenue Funds**  
**Fiscal Year 2023-24, As of 03/31/2024**

Special Revenue Funds: MISC	Allocation	Beginning Fund Bal	YTD Revenue	YTD Exp/Enc	Fund Balance
201: Board Reserve	\$ -	\$ 1,001,791	\$ -	\$ -	\$ 1,001,791
202: Textbook Reserve	\$ -	\$ 915,000	\$ 222,000	\$ 770	\$ 1,136,230
205: CTE Construction House	\$ -	\$ 13,093	\$ 75,000	\$ 47,684	\$ 40,409
206: CTE SHS Grants	\$ -	\$ 4,985	\$ -	\$ 3,689	\$ 1,296
211: United Way	\$ -	\$ 3,716	\$ -	\$ 2,786	\$ 930
216: Misc Grants	\$ -	\$ 8,017	\$ -	\$ 4,630	\$ 3,387
230: Technology Services	\$ -	\$ 12,102	\$ 357	\$ -	\$ 12,459
231: After School Grant	\$ -	\$ 28,340	\$ -	\$ 15,000	\$ 13,340
240: E-Rate Category 1	\$ -	\$ 42,284	\$ 20,842	\$ -	\$ 63,126
241: Nike Grant	\$ -	\$ 12,390	\$ -	\$ 12,316	\$ 74
243: District Grants	\$ -	\$ 1,567	\$ 1,619	\$ 1,480	\$ 1,706
244: E-Rate Category 2	\$ -	\$ (5,987)	\$ 5,987	\$ 19,634	\$ (19,634)
249: SB 1149	\$ -	\$ 63,851	\$ 51,574	\$ -	\$ 115,425
278: Communication/Community Engagement	\$ -	\$ -	\$ 41,689	\$ -	\$ 41,689
280: Homeless Support	\$ -	\$ 322	\$ 400	\$ 722	\$ 0
281: PERS Increase Reserve	\$ -	\$ 375,000	\$ 400,000	\$ -	\$ 775,000
284: SHS Athletic Improvement Fund	\$ -	\$ 17,447	\$ 3,212	\$ 1,241	\$ 19,418
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ 2,493,918</b>	<b>\$ 822,680</b>	<b>\$ 109,952</b>	<b>\$ 3,206,647</b>

Special Revenue Funds: GRANTS	Allocation	Beginning Fund Bal	YTD Revenue	YTD Exp/Enc	Grant Balance
204: ARP HCY I	\$ 26,928	\$ -	\$ 10,204	\$ 22,635	\$ 4,293
209: ESSER III	\$ 98,378	\$ -	\$ 34,923	\$ 53,899	\$ 44,479
215: Title IV	\$ 60,914	\$ -	\$ 17,551	\$ 29,588	\$ 31,326
219: Title III	\$ 28,428	\$ -	\$ 9,495	\$ 18,687	\$ 9,741
221: IDEA 611	\$ 1,094,349	\$ -	\$ 355,979	\$ 626,093	\$ 468,256
222: Carl Perkins CTE	\$ -	\$ (1,268)	\$ 1,084	\$ 1,252	\$ (1,252)
224: HB3499 EL Transformation	\$ 125,000	\$ -	\$ 51,518	\$ 120,108	\$ 4,892
225: IDEA 611 ARP	\$ 24,581	\$ -	\$ 24,581	\$ 24,581	\$ (0)
227: Title I-A	\$ 473,518	\$ -	\$ 197,637	\$ 397,630	\$ 75,888
228: Title II-A	\$ 96,525	\$ -	\$ 30,515	\$ 43,200	\$ 53,325
232: Outdoor School	\$ 65,818	\$ (28,105)	\$ 28,105	\$ 63,460	\$ 2,358
247: IDEA 619	\$ 6,594	\$ -	\$ 6,275	\$ 6,594	\$ (0)
251: Student Investment Act	\$ 2,015,076	\$ 598,176	\$ 1,511,307	\$ 1,476,067	\$ 539,009
252: High School Success	\$ 647,085	\$ -	\$ 217,786	\$ 363,267	\$ 283,818
255: Preschool Promise	\$ 502,500	\$ -	\$ 137,754	\$ 356,759	\$ 145,741
259: Career Pathways Program	\$ 60,500	\$ -	\$ -	\$ 2,000	\$ 58,500
274: SIA - EHS	\$ 6,208	\$ -	\$ -	\$ 6,208	\$ 0
275: Oregon Community Foundation	\$ 22,229	\$ -	\$ 22,229	\$ 22,229	\$ -
276: OSU Grant	\$ 395	\$ -	\$ 395	\$ 235	\$ 160
277: TAP Grants	\$ 25,000	\$ -	\$ 14,850	\$ 22,650	\$ 2,350
279: Early Literacy Grant	\$ 147,501	\$ -	\$ -	\$ 36,775	\$ 110,726
282: Oregon Extended Assessment	\$ 549	\$ -	\$ -	\$ 103	\$ 446
283: PEEK Grant	\$ 65,000	\$ -	\$ -	\$ 55,019	\$ 9,981
299: Breakfast After the Bell	\$ 3,158	\$ -	\$ -	\$ -	\$ 3,158
299: Farm to CNP Base AY25	\$ 14,430	\$ -	\$ -	\$ -	\$ 14,430
299: Local Food for Schools (LFS)	\$ 10,319	\$ -	\$ -	\$ -	\$ 10,319
<b>TOTALS</b>	<b>\$ 5,620,984</b>	<b>\$ 568,803</b>	<b>\$ 2,672,188</b>	<b>\$ 3,749,039</b>	<b>\$ 1,871,945</b>

Fund 375		General Obligation Bond 2023			
Date	Principal	Interest	Total	Annual Total	Outstanding Balance
06/30/2024	1,405,000.00	731,500.00	2,136,500.00	365,750.00	14,630,000.00
06/30/2025	1,540,000.00	661,250.00	2,201,250.00	2,201,250.00	13,225,000.00
06/30/2026	1,740,000.00	584,250.00	2,324,250.00	2,324,250.00	11,685,000.00
06/30/2027	1,900,000.00	497,250.00	2,397,250.00	2,397,250.00	9,945,000.00
06/30/2028	1,075,000.00	402,250.00	1,477,250.00	1,477,250.00	8,045,000.00
06/30/2029	1,175,000.00	348,500.00	1,523,500.00	1,523,500.00	6,970,000.00
06/30/2030	1,275,000.00	289,750.00	1,564,750.00	1,564,750.00	5,795,000.00
06/30/2031	1,385,000.00	226,000.00	1,611,000.00	1,611,000.00	4,520,000.00
06/30/2032	1,505,000.00	156,750.00	1,661,750.00	1,661,750.00	3,135,000.00
06/30/2033	1,630,000.00	81,500.00	1,711,500.00	1,711,500.00	1,630,000.00
<b>Total</b>	<b>14,630,000.00</b>	<b>3,979,000.00</b>	<b>18,609,000.00</b>	<b>16,838,250.00</b>	

Funds 310/321		2003/2021 PERS Pension Bonds			Outstanding
Date	Principal	Interest	Total	Annual Total	Balance
06/30/2024	2,025,000.00	770,558.80	2,795,558.80	2,301,028.00	22,165,000.00
06/30/2025	2,240,000.00	682,047.30	2,922,047.30	2,922,047.30	20,140,000.00
06/30/2026	2,470,000.00	580,287.10	3,050,287.10	3,050,287.10	17,900,000.00
06/30/2027	2,715,000.00	465,845.50	3,180,845.50	3,180,845.50	15,430,000.00
06/30/2028	1,645,000.00	337,553.50	1,982,553.50	1,982,553.50	12,715,000.00
06/30/2029	680,000.00	270,677.50	950,677.50	950,677.50	11,070,000.00
06/30/2030	725,000.00	259,069.90	984,069.90	984,069.90	10,390,000.00
06/30/2031	770,000.00	245,969.16	1,015,969.16	1,015,969.16	9,665,000.00
06/30/2032	820,000.00	231,439.26	1,051,439.26	1,051,439.26	8,895,000.00
06/30/2033	870,000.00	214,735.86	1,084,735.86	1,084,735.86	8,075,000.00
06/30/2034	925,000.00	195,534.96	1,120,534.96	1,120,534.96	7,205,000.00
06/30/2035	985,000.00	173,732.70	1,158,732.70	1,158,732.70	6,280,000.00
06/30/2036	1,050,000.00	149,531.26	1,199,531.26	1,199,531.26	5,295,000.00
06/30/2037	1,120,000.00	122,892.76	1,242,892.76	1,242,892.76	4,245,000.00
06/30/2038	1,195,000.00	90,468.76	1,285,468.76	1,285,468.76	3,125,000.00
06/30/2039	1,270,000.00	55,873.50	1,325,873.50	1,325,873.50	1,930,000.00
06/30/2040	660,000.00	19,107.00	679,107.00	679,107.00	660,000.00
<b>Total</b>	<b>22,165,000.00</b>	<b>4,865,324.82</b>	<b>27,030,324.82</b>	<b>26,535,794.02</b>	

Fund 448		Shaff Road Improvement			
Date	Principal	Interest	Total	Annual Total	Outstanding Balance
06/30/2024	35,855.92	4,395.50	40,251.42	40,251.42	181,131.39
06/30/2025	36,845.11	3,406.31	40,251.42	40,251.42	140,879.97
06/30/2026	37,861.58	2,389.84	40,251.42	40,251.42	100,628.55
06/30/2027	38,906.09	1,345.33	40,251.42	40,251.42	60,377.13
06/30/2028	19,853.75	272.00	20,125.75	20,125.75	19,853.75
<b>Total</b>	<b>169,322.45</b>	<b>11,808.98</b>	<b>181,131.43</b>	<b>181,131.43</b>	

# CEP for All NSSD Students(Update)



# Financial Impact Projection 12/23

- Expect at least 5% increase in total monthly revenue (\$29,000 for remainder of SY)
- Expect a similar increase monthly next year as well



# Financial Impact Actual

- Expect at least 5% increase in total monthly revenue(\$29,000 for remainder of SY)

Currently \$53,000 increase over last year with April, May and June still to come



# Sublimity

## 2023 Breakfast

January-769

February-675

March-770

**Total-2214**

## 2023 Lunch

January-3483

February-2862

March-3327

**Total-9672**

## 2024 Breakfast

January-1001

February-1190

March-970

**Total-3161**

## 2024 Lunch

January-3543

February-3708

March-3391

**Total-10642**



# Stayton High School

## 2023 Breakfast

January-1668

February-1914

March-1647

**Total-5229**

## 2023 Lunch

January-3414

February-2660

March-3157

**Total-9231**

## 2024 Breakfast

January-1925

February-2410

March-2503

**Total-6838**

## 2024 Lunch

January-4071

February-5281

March-4678

**Total-14030**



# District Wide Impact

- Increased meal participation by 24% District wide
- Increased USDA claim dollars by \$53,000
- Reduced between meal snack needs



# Kudos

Huge shout out to Lou, Dawn and CeCe at SHS  
Sara and Amber at Sublimity and Jennifer in my  
office for all the work that's gone into making  
this a success with the extra volumes!!





**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, March 7, 2024 ~ 6:00 PM**

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

**[https://www.youtube.com/live/rBpM6NE7-Xw?si=Z9fXUffJR7SUzE\\_2](https://www.youtube.com/live/rBpM6NE7-Xw?si=Z9fXUffJR7SUzE_2)**

**Minutes-DRAFT**

**1. CALL REGULAR SESSION TO ORDER**

The Board Chair called the meeting to order at 6:00 pm. He noted that Alisha Oliver, Coral Ford, Mike Wagner, and Mark Henderson were present and that Mackenzie Strawn and Laura Wipper were absent with notice.

**2. APPROVAL OF THE AGENDA**

There were no changes to the agenda after posting on March 1, 2024.

**MOTION-AGENDA**

*Motion that the Board approves the meeting agenda as modified.*

**Motion Made By: Alisha Oliver**

**Vote: 5-0**

**It was later noted that Laura Wipper had technical difficulties with the meeting link and was listening by phone.**

**3. APPROVAL OF LICENSED CONTRACTS**

The Director of Human Resources, Danielle Blackwell, provided a list of contract extensions and renewals of administrative and licensed staff for Board approval. The list has been attached to the meeting minutes.

**4. PUBLIC COMMENT**

The was no public comment.

**5. ACTION ON LICENSED CONTRACTS**

**MOTION-CONTRACT EXTENSIONS/RENEWALS**

*Motion that the Board extend and/or renew contracts for the individuals and time periods as proposed by the Superintendent.*

**Motion Made By: Mike Wagner**

**Vote: 6-0 (Laura's vote was verified by phone by the Executive Assistant)**

**6. ADJOURN**

The Board Chair adjourned the meeting at 6:13 pm.

EQUAL OPPORTUNITY EMPLOYER



## North Santiam School District

### 2024 Licensed Contract Renewals/Extensions

#### Administrators:

##### Temporary

<i>Name</i>	<i>FTE</i>	<i>Location</i>	<i>Notes</i>
Shryock, Darren	1	SHS	Retired Working back - rehire

##### Currently Probationary Year 1

##### Recommend Probationary Year 2

<i>Name</i>	<i>FTE</i>	<i>Location</i>	<i>Hire Date</i>
Bradley Emmert	1	SHS/Options Academy	7/1/2023
Sophia Duerst	1	ML	7/1/2023

##### Administrative Contract Extension 2024-2027

<i>Name</i>	<i>FTE</i>	<i>Location</i>	<i>Hire Date</i>
Moore, Wendy	1	SES	7/24/2013
Olson, Matthew	1	SIMS	7/1/2014
Proctor, Michael	1	SIMS	9/12/2005
Storey, Vicky	1	SHS	8/25/1997
Traeger, Joseph	1	SHS	7/29/2021
Westenskow, Ryan	1	SUB	7/1/2021

## Licensed:

### Probationary Licensed Year 1 - worked less than 135 days in 2023-24

<i>Name</i>	<i>FTE</i>	<i>Location</i>
RUDISHAUSER, JOEL	1.0	STAYTON HIGH SCHOOL
PROCTOR, DARCI	0.37	SUBLIMITY SCHOOL

### Currently Probationary Year 1

#### Recommend Probationary Year 2

<i>Name</i>	<i>FTE</i>	<i>Location</i>
HOLCOMB, DAVID J	1.0	ISST
BIXLER, DANIEL S	1.0	OPTIONS ACADEMY
CLARK, SHOW-MEI	1.0	STAYTON ELEMENTARY
MCKIBBON, DANIELLE	1.0	STAYTON ELEMENTARY
OLSON, JULI ANN	0.5	STAYTON ELEMENTARY
PURNELL, JULIANA	1.0	STAYTON ELEMENTARY
SMITH, BROOKE	1.0	STAYTON ELEMENTARY
BOOCK, CORRIE	1.0	STAYTON HIGH SCHOOL
CARTER, CHARLES K	1.0	STAYTON HIGH SCHOOL
FOLGER, MICHAEL	1.0	STAYTON HIGH SCHOOL
GLOVER, KELSIE	1.0	STAYTON HIGH SCHOOL
KENNEDY, NEILA	1.0	STAYTON HIGH SCHOOL
NEWQUIST, MEGAN	1.0	STAYTON HIGH SCHOOL
O'NEILL, DARYL DUANE	1.0	STAYTON HIGH SCHOOL
ROSE, RONALD	1.0	STAYTON HIGH SCHOOL
STAHL, MARY KATHARYN	1.0	STAYTON HIGH SCHOOL
KING, BRYAN	1.0	STAYTON MIDDLE SCHOOL
MEDLEY, NICOLE	1.0	STAYTON MIDDLE SCHOOL
PRUETT, MADISYN	1.0	STAYTON MIDDLE SCHOOL
FRITZ, JOSIAH	1.0	SUBLIMITY SCHOOL
LOVING, KYLIE E	1.0	SUBLIMITY SCHOOL

### Currently Probationary Year 2

#### Recommend Probationary Year 3

<i>Name</i>	<i>FTE</i>	<i>Location</i>
GJONNES, TERESA	1.0	MARI-LINN SCHOOL
MARTIN, EMMA	1.0	MARI-LINN SCHOOL
HOLM, DODI J	1.0	STAYTON ELEMENTARY
PHILLIPS, KATHRIN	1.0	STAYTON ELEMENTARY
CONNOLLY, SARAH	1.0	STAYTON HIGH SCHOOL
GARBER, DEVON	0.5	STAYTON HIGH SCHOOL
GERASIMOVA, ELENA	1.0	STAYTON HIGH SCHOOL
GONZALEZ, ALONSO	1.0	STAYTON HIGH SCHOOL
HENDRICKS, EMILY J	1.0	STAYTON HIGH SCHOOL
LAVELLE, LINDSEY	1.0	STAYTON HIGH SCHOOL

MORENO, BERTHA	1.0	STAYTON HIGH SCHOOL
OFSTEAD, HEATH	1.0	STAYTON HIGH SCHOOL
ROBERTSON, MELISSA	1.0	STAYTON HIGH SCHOOL
STUTZMAN, RONALD C	1.0	STAYTON HIGH SCHOOL
TAIT, EVAN	1.0	STAYTON HIGH SCHOOL
BAXTER, AMY L	1.0	STAYTON MIDDLE SCHOOL
BEITEL, BROOKE A	1.0	STAYTON MIDDLE SCHOOL
BIVIANO, CAITLYN ALAYNE	1.0	STAYTON MIDDLE SCHOOL
MANN, SARAH	1.0	STAYTON MIDDLE SCHOOL
PARADIS, MARIA	1.0	STAYTON MIDDLE SCHOOL
PURNELL, KENNETH	1.0	STAYTON MIDDLE SCHOOL
UPCHURCH, JENNIFER	1.0	STAYTON MIDDLE SCHOOL
GARBER, DEVON	0.5	STAYTON MIDDLE SCHOOL
ARASE, KAYCEE	1.0	SUBLIMITY SCHOOL

**Currently Probationary 3**

**Recommend year 1 of 2-year contract 2024-26**

<b><i>Name</i></b>	<b><i>FTE</i></b>	<b><i>Location</i></b>
COBLENTZ, YARA K	1.0	MARI-LINN SCHOOL
GILBRETH, RENEE	1.0	MARI-LINN SCHOOL
ROGERS, JULIE A	1.0	MARI-LINN SCHOOL
ANFILOFIEFF, OLEMPIADA A	1.0	STAYTON HIGH SCHOOL
BOYD, REBECCA	1.0	STAYTON HIGH SCHOOL
GROSS, KINDRA	1.0	STAYTON HIGH SCHOOL
JONES, MATTHEW S	1.0	STAYTON HIGH SCHOOL
NYQUIST, WENDI L	1.0	STAYTON HIGH SCHOOL
PLATT, JASON	1.0	STAYTON HIGH SCHOOL
FREDRICKS, MORGAN I	1.0	STAYTON MIDDLE SCHOOL
HAUCK, SAMANTHA	1.0	STAYTON MIDDLE SCHOOL
McCAHILL, STELLA	1.0	STAYTON MIDDLE SCHOOL
SOUTHERTON, TAMRA	1.0	STAYTON MIDDLE SCHOOL
HILL, ALIYAH B	1.0	SUBLIMITY SCHOOL
REGNIER, ALLEN	1.0	SUBLIMITY SCHOOL
SPARKS, ULRIKE	1.0	SUBLIMITY SCHOOL

**Contract Licensed Staff currently in year 1**

**Recommended- Year 2 of a 2-year contract 2023-25**

<b><i>Name</i></b>	<b><i>FTE</i></b>	<b><i>Location</i></b>
GROSSEN, KATHLEEN	1.0	ISST
CARLILE, HOLLIE	1.0	MARI-LINN SCHOOL
MILLS, NICHOLAS A	1.0	MARI-LINN SCHOOL
RASMUSSEN, ANDREW T	1.0	MARI-LINN SCHOOL
REIFSCHNEIDER, CRYSTAL R	1.0	MARI-LINN SCHOOL

ROONEY, GINA L	1.0	MARI-LINN SCHOOL
SCHLIEVERT, CHRIS M	1.0	MARI-LINN SCHOOL
BREITLING, STEFANIE	1.0	OPTIONS ACADEMY
SHEPPARD, SHANNON M	1.0	OPTIONS ACADEMY
ABLES, MARGARET A	1.0	STAYTON ELEMENTARY
ALDERSON, ERIKA	0.5	STAYTON ELEMENTARY
CARL, EMERSON J	1.0	STAYTON ELEMENTARY
CARTER, TEAL	1.0	STAYTON ELEMENTARY
COOPER, SHEALON L	1.0	STAYTON ELEMENTARY
DANIELS, RUTH M	0.5	STAYTON ELEMENTARY
ERWIN, AMY M	1.0	STAYTON ELEMENTARY
FLEMMING, KRISTI J	1.0	STAYTON ELEMENTARY
HILL, ALLISON	1.0	STAYTON ELEMENTARY
JOHNSON, CAMERON	1.0	STAYTON ELEMENTARY
LARIMER, CHARLES B	1.0	STAYTON ELEMENTARY
LAUGLE, JULIE M	1.0	STAYTON ELEMENTARY
MITCHELL, ASHLEY S	1.0	STAYTON ELEMENTARY
ROBBINS, LARISSA	0.5	STAYTON ELEMENTARY
RORMAN, KIMBERLY A	1.0	STAYTON ELEMENTARY
SCHAFFER, RACHEL A	1.0	STAYTON ELEMENTARY
STARK, CASSANDRA	0.5	STAYTON ELEMENTARY
FARRIS, WHITNEY N	1.0	STAYTON HIGH SCHOOL
FLOOD, DANIELLE E	1.0	STAYTON HIGH SCHOOL
FULKS, STEPHEN M	0.5	STAYTON HIGH SCHOOL
KRIEGER, RACHEL L	1.0	STAYTON HIGH SCHOOL
MUHIC, AARON S	1.0	STAYTON HIGH SCHOOL
NEVES, ELIJAH W	1.0	STAYTON HIGH SCHOOL
NYQUIST, RANDALL N	1.0	STAYTON HIGH SCHOOL
PETERSON, STUART G	1.0	STAYTON HIGH SCHOOL
ROBINSON, CHRISTINA R	1.0	STAYTON HIGH SCHOOL
SCHIEDLER, MEGAN E	1.0	STAYTON HIGH SCHOOL
SHAFER, NICOLE	1.0	STAYTON HIGH SCHOOL
SHIELDS, CHRISTOPHER T	1.0	STAYTON HIGH SCHOOL
SHOEMAKER, LAURA B	1.0	STAYTON HIGH SCHOOL
STUTZMAN, JENNIFER L	1.0	STAYTON HIGH SCHOOL
SZRAMEK, KATHRYN J	1.0	STAYTON HIGH SCHOOL
CORDRY, NEAL T	1.0	STAYTON MIDDLE SCHOOL
DANIELS, KATRINA	1.0	STAYTON MIDDLE SCHOOL
DAYTON, MICHELLE L	1.0	STAYTON MIDDLE SCHOOL
FULKS, STEPHEN M	0.5	STAYTON MIDDLE SCHOOL
HALLIN, KELSEY	1.0	STAYTON MIDDLE SCHOOL
HAWKINS, CLIFTON W	1.0	STAYTON MIDDLE SCHOOL

HILL, ERIN K	1.0	STAYTON MIDDLE SCHOOL
HOLM, ERIN	1.0	STAYTON MIDDLE SCHOOL
KOEKOEK, BRENT A	1.0	STAYTON MIDDLE SCHOOL
LINDSEY, ROBERT WAYNE	1.0	STAYTON MIDDLE SCHOOL
MANNIX, MICHAEL J	1.0	STAYTON MIDDLE SCHOOL
ROTH, JESSICA	1.0	STAYTON MIDDLE SCHOOL
SERRY, SHAYLEE R	1.0	STAYTON MIDDLE SCHOOL
SMITH, THOMAS S	1.0	STAYTON MIDDLE SCHOOL
WOLF, ELIZABETH	1.0	STAYTON MIDDLE SCHOOL
ANGUS, DANIELLE M	1.0	SUBLIMITY SCHOOL
BADDELEY, ROCKELLE J	1.0	SUBLIMITY SCHOOL
DARK, ELIZABETH J	1.0	SUBLIMITY SCHOOL
ELMER, MANDI N	1.0	SUBLIMITY SCHOOL
HAWKINS, JOHN SCOTT	1.0	SUBLIMITY SCHOOL
HOCKMAN, ANDREW F	1.0	SUBLIMITY SCHOOL
ION, KATELYNN G	1.0	SUBLIMITY SCHOOL
KING, JOHN D	1.0	SUBLIMITY SCHOOL
KISER, JOSEPH A	1.0	SUBLIMITY SCHOOL
LIME, PAULIE A	1.0	SUBLIMITY SCHOOL
MITCHELL, REBECCA S	1.0	SUBLIMITY SCHOOL
RUIZ, DANNIE	1.0	SUBLIMITY SCHOOL
SMITH BROMLEY, MERYL J	1.0	SUBLIMITY SCHOOL

**Resignation Received or Not Included for Renewal**

<i>Name</i>	<i>FTE</i>	<i>Location</i>	
BARKER, BENJAMIN D	1	MARILINN	Resigned
MAHURIN, LENA R	1	STAYTON ELEMENTARY	Resigned
DONALDSON, AMY	1	STAYTON ELEMENTARY	Resigned
HUGHES, KYLE	1	STAYTON HIGH SCHOOL	Non-renew
WOLFE, BENJAMIN	1	STAYTON MIDDLE SCHOOL	Non-renew

**Informational Only:**

**Temporary Contract - Ends 6/14/2024**

<i>Name</i>	<i>FTE</i>	<i>Location</i>	<i>Notes</i>
VOTH, BETHANY A	1.0	ISST	Eligible to apply for open position
LOAR, ASPEN	1.0	STAYTON ELEMENTARY	Eligible to apply for open position
PEPLER, JAYME	1.0	SUBLIMITY SCHOOL	Eligible to apply for open position
SIEWELL, GENEVIEVE	1.0	SUBLIMITY SCHOOL	Eligible to apply for open position



**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

**Special Session**

**Thursday, March 7, 2024 ~ 4:00 PM**

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

[https://www.youtube.com/live/f9vFOjFsIVQ?si=mffKD5qIBE7P4\\_Tn](https://www.youtube.com/live/f9vFOjFsIVQ?si=mffKD5qIBE7P4_Tn)

**Minutes-DRAFT**

**1. CALL SPECIAL SESSION TO ORDER**

Board member Alisha Oliver called the meeting to order at 4:06. She noted the following:

PRESENT: Coral Ford and Mark Henderson

PRESENT VIA ZOOM: Laura Wipper

ABSENT WITH NOTICE: Mackenzie Strawn, Erin Cramer & Mike Wagner (*both Erin & Mike were expected to arrive late*)

She then led everyone in the pledge of allegiance.

\*Nicole Duncan, Director of Teaching & Learning, was also present. Supt. Loving was expected to arrive late due to a scheduling conflict.

**2. APPROVAL OF THE AGENDA**

There were no changes to the agenda after posting on March 1, 2024.

**MOTION**

*Motion that the Board approves the meeting agenda as modified.*

**Made By: Coral Ford**

**Vote: 4-0**

**3. EQUITY COLLABORATIVE PRESENTATION**

Jamie Almanzan and Jessica Gammell from The Equity Collaborative presented Session #3 of #4, entitled *Creating Belonging in Schools*. Their presentation can be viewed under this agenda item via the link below or by viewing the meeting at the live stream link included on page 1 of this document. The primary focus of this presentation was on the formation of a group of students at Stayton High School called *Student 6*, which includes grades 9-11. The goal is to gain feedback from students to help teachers understand what strategies help their (students) learning and sense of belonging.

Attachments:

NSSD Board Session March 7, 2024

Draft NSSD Belonging Lens

*\*Erin Cramer arrived at 4:30 pm*

*\*Supt. Loving arrived at 4:55 pm*

*\*Mike Wagner arrived at 5:15 pm*

**4. ADJOURN**

The Board Chair adjourned the meeting at 5:25 pm

EQUAL OPPORTUNITY EMPLOYER



### 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, March 21, 2024 ~ 6:00 PM

Mari-Linn School Cafeteria, 641 5th St, Lyons, OR 97358

<https://www.youtube.com/live/AvL9CsUhEJY?si=g2glvzwiKCI2YE5>

### Minutes-DRAFT

#### 1. CALL REGULAR SESSION TO ORDER

The Board Chair called the meeting to order at 6:00 pm. He noted that all board members were present except Mark Henderson, who was absent with notice. He then led everyone in the pledge of allegiance.

*\*Student Representative Lucas Joyce was also absent with notice.*

#### 2. AGENDA APPROVAL

Changes to the agenda after posting on March 15, 2024 were acknowledged:

**Added Attachment:**

18.1-March 2024 Fieldtrips Board Report (failed to upload at the original posting)

**Revised Attachment:**

12.1- 02.22.24 meeting minutes-DRAFT (corrections to agenda items 9.0 and 18)

#### MOTION-AGENDA APPROVAL

*Motion that the Board approve the agenda as modified.*

**Motion Made By: Mike Wagner**

**Vote: 6-0, motion passed**

### 3. [SPOTLIGHT: MARI-LINN SCHOOL](#)

Mari-Linn Principal, Sophia Duerst, opened the presentation by expressing her appreciation for the school district and the local community as she navigated her first year in NSSD as the Mari-Linn principal. She also shared that the school is excited to welcome a new staff member after spring break. His name is Robert Small and he will be working as a Student Success Coach. He will provide support with student behaviors and school-wide systems.

Principal Duerst was joined by teacher Andy Rasmussen and some of his 8th-grade students to talk about the efforts of Stayton High School staff to build connections with them this year so they will feel confident about moving to the high school campus next year. SHS staff visit Mari-Linn monthly for learning and bonding activities. The following students shared their experiences; Sawyer Hilton, Brylee Valentine, Andrew Schlievert, Cheyenne Johnson-Carroll, and Ellie Foltz. Then, a few students from Renee Gilbreth's 4th-grade class shared their tribal history dioramas. In addition, the PTA put together a presentation about some of their activities this year.

The presentation can be accessed at the link below, and the meeting can be viewed by clicking on the YouTube link under the meeting details on page 1 of this document.

[23-24 Mari-Linn Board Meeting PPT](#)

### 4. [STUDENT BUSINESS: Benjamin Perez](#)

Highlights from the Stayton High School report included:

- springs sports update (including the introduction of a boys' volleyball club)
- Staff vs Student Dodgeball fundraiser for the Make-A-Wish Foundation. There was a great turnout and they plan to repeat it next year. There will also be a volleyball tournament fundraiser with students from SHS and Cascade HS competing against each other on April 5th.
- Election speeches and voting for ASB officer positions occurred on Monday. This year, there was an increase in interest in running for elected positions, including four Freshman! They hope to announce the positions on the following day.
- ASB gifted all of SHS classified staff members a bag of goodies that included snacks, customized water bottles, and thank you cards signed by students.
- ASB is currently restructuring its focus for future years to adapt to changing student needs.
- Prom will be on Friday, April 12th at Zenith Vineyards. They are currently in the process of crowning the prom court members via individual and unique surprises.
- Homegoing week is May 27th-31st. They have begun the event planning and logistics for all activities such as PowderPuff, Male Cheerleading, Water Balloon Fight, Staff VS Senior Kickball and more!
- Academic Honors Night (started by Benjamin last year) is dedicated to teacher-specific awards for those students who do not typically receive scholarships or other recognition for their efforts will be happening soon (date TBA).
- Benjamin has distributed a Google form to seek students who may be interested in serving as student reps. to the board next year.

### 5. [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:

- Teachers, staff & administrators are working hard to support students & families.

- Summer School Update: HB4082 was passed and provides \$30M to school districts & charter schools. The state assigned a priority ranking based on percentages of focal student groups. They funded the first 72 school districts that applied. NSSD is number 128 and, therefore, is unlikely to receive any funding to operate summer school.
- 2024-25 budget planning is underway, and the process is on schedule
- Additional enrollment is anticipated this spring/fall as a result of the 200 new rental units in Stayton.
- The Human Resources Department is working hard to recruit highly effective candidates. They are focusing on teaching & classified positions in Special Education which have been difficult to fill this year.
- Creation/Addition of licensed positions to address positions of need:
  - Mari-Linn - Dean of Student Success (repurposed FTE)
  - SES - Grade Level Teacher
  - SIMS - School Counselor (repurposed FTE), Grade Level Teacher.
- Ty Hart Memorial Fitness Center Update: progress is moving so swiftly and effectively that the building will likely be ready for students for the 2024-25 school. This is two years ahead of schedule.
- Ongoing planning and discussing regarding the safe and purposeful staff & student use of Generative Artificial Intelligence (AI)

#### 6. **TEACHING & LEARNING REPORT: Nicole Duncan**

This standing agenda item is for the Board to receive regular reports from the Director of Teaching & Learning regarding the Student Success Act, Curriculum, Instruction, Professional Development, Grants and other topics relating to student services. This month included a report from the Teaching & Learning Coordinator, David Holcomb. He spoke about NSSD's review of the student learning interim assessment practices used district-wide.

In the early stages of the review, they discovered the benchmark scores to be considered proficient with the district's reading and math assessments (STAR) were set lower (by default) than the state assessment tool (SBAC). STAR's metrics considered a student who scored at 40% on assessments to be proficient, while the state's benchmark is 65%. This explains the discrepancy between how our teachers believed some of their students were performing versus their actual test scores. As a result, more students will be identified for math and reading interventions, although it is too early to know if these interventions will have significant impacts on the 2023-24 SBAC scores.

The presentation can be accessed at the link below, and the meeting can be viewed by clicking on the link under the meeting details on page 1 of this document.

[ISST Board Report March 2024.docx](#)

#### 7. **BUSINESS & FISCAL SERVICES REPORT: Rhonda Allen**

This standing agenda item is for the Board to receive the monthly financial report from the Director of Business & Fiscal Services and other information relating to that department. The presentation can be accessed at the link below, and the meeting can be viewed by clicking on the link under the meeting details on page 1 of this document.

[Financials Board Report Feb2024](#)

## 8. [SAFETY & SECURITY REPORT: Gary Rychard](#)

The Director of Safety, Security & Health Services gave a brief report on recent security enhancements. These included:

- improvements to exterior lighting at Stayton Elementary School
- a new phone system that greatly improved access to outside areas
- locked entrances at all school buildings

He also provided preliminary information on a product that could be applied to existing doors and windows at all campuses to make them more bullet-resistant. There will be a live demo in Stayton on April 11th. The presentation can be accessed at the link below, and the meeting can be viewed by clicking on the link under the meeting details on page 1 of this document.

[Full Product Catalog](#)

## 9. [LICENSED/CLASSIFIED UNION REPORTS: Union Reps.](#)

This standing agenda item is to receive regular reports from Licensed and/or Classified Union representatives. There was no report from union representatives.

## 10. [CITY COUNCIL LIAISON REPORTS:](#)

This standing agenda item is for reports from the Stayton, Sublimity, and Lyons City Council Liaisons:

**Stayton:** David Patty (not present)

**Sublimity:** Tass Morrison

- Tass and Michel Taylor participated in the city council strategic planning forum conducted by NSSD
- Mayor Kingsbury helped facilitate a field trip for Sublimity School the day prior. It included a walk around the city, visits to places like the fire department and post office, and some explanations about city governance.
- the city has applied for grants to improve city parks
- the city has approved a bid for the new electronic sign, which will be placed on the corner of Starr and Johnson streets

**Lyons:** Mike Wagner

- Safe Routes to School grant is progressing, which will result in some new/improved sidewalks and crosswalks
- Lyons scholarship is available for SHS seniors who live within the Lyons area

## 11. [PUBLIC COMMENT](#)

Jennifer Rowan, Stayton - concerns regarding the turnover and working conditions of Special Education staff

Morgan Pence, Stayton - concerns regarding the turnover and working conditions of Special Education staff

## 12. [CONSENT AGENDA](#)

### *12.1 Action: Approval of Meeting Minutes*

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

#### [Attachments](#)

02.08.24 Special Session minutes-DRAFT

02.22.24 meeting minutes-DRAFT2

### ***12.2 Action: Approval of New Hires***

#### **New Hires (Board Action Required)**

Kevin Wise: ML/TOSA-Student Intervention Coach

#### **Resignations**

Amy Donaldson: SES/Reading Specialist

Alyssa Kuenzi: SES/Teacher (not returning from LoA for 2023-24)

Lena Mahurin: SES/Behavior Specialist

Ben Barker: ML/Teacher

#### **Retirements**

Marie Ptacek: SUB/Teacher (work-back remainder of 2023-24)

[March 2024 Licensed Staff Report](#)

### ***12.3 Action: Approval of Consent Agenda***

#### **MOTION-CONSENT AGENDA**

***Motion that the Board approve the Consent Agenda as presented.***

**Motion Made By: Coral Ford**

**Vote: 6-0, motion passed**

## **13. SCHOLARSHIP COMMITTEE BOARD REPRESENTATION**

The Board continued discussing electing a representative to participate in the decision of the recipient of the NSSD Board Scholarship. Coral Ford, Alisha Oliver, and Laura Wipper offered to participate. Once the date is determined, the participant who is available will attend the selection meeting.

## **14. POLICY UPDATES/SECOND READING**

These policies were presented for a first reading last month and were presented for a second reading and possible adoption.

### **BDDH- Public Comment at Board Meetings**

***Motion to approve as submitted - Laura Wipper, Vote: 6-0, motion passed***

### **GCBDA/GDBDA - Family Medical Leave**

***Motion to approve as submitted - Coral Ford, Vote: 6-0, motion passed***

### **JEBA - Early Entrance (edited from 1st reading)**

***Motion to approve as submitted - Alisha Oliver, Vote: 6-0, motion passed***

### **KH- Public Gifts/Donations to the District (edited from 1st reading)**

***Motion to approve as submitted - Alisha Oliver, Vote: 6-0, motion passed***

#### **Attachments**

BDDH Public Comment at Board Meetings 2.22.24

GCBDA\_GDBDA Family Medical Leave 2.22.24

JEBA - Early Entrance D2 3.21.24

KH -Public Gifts to the District, proposed 3.21.24

## **15. ADMINISTRATIVE REGULATION UPDATES**

Administrative Regulations (identified with an -AR) are detailed directions, based upon board policies, governing the operation of schools and do not require board approval.

### **KH-AR - Delete from Board Policy**

#### **Attachments**

KH-AR1 Application for Acceptance of Gift-DELETE

Acknowledgment of Gift-Donation (replacement)

*There was a recommendation to change the name of “District Office” to District-Level*

There was a discussion regarding how best to inform board members of donations by the public and ways to help ensure schools benefit equitably.

#### **16. STRATEGIC PLANNING UPDATE: Laura Wipper/Alisha Oliver**

This standing agenda item is for the board to receive status updates on the district’s Strategic Planning Process. There was concern that an extended timeline would keep the goals as they currently exist. In initial goals/vision discussions, the board agreed they wished to change the wording in the goal statements. There was some concern that leaving them in place for more extended periods of time could hinder a redirection of focus by district leadership. There was a reassurance that, barring unexpected delays, the plan is to have the strategic plan formalized in July. This will necessitate additional board work sessions prior to then.

The report can be viewed under this agenda item via the link below:

[Status Report - Strategic Plan 2024-03-21](#)

*The Board Chair called for a recess at 8:36 and called the meeting back to order at 8:43 pm.*

#### **17. BOARD REFLECTIONS/ANNOUNCEMENTS**

This standing agenda item allows the Board to collectively reflect upon statements made during public comment or topics covered during the meeting and to share announcements or reports of their board-related activities. Highlights included:

- FFA Banquet is April 27, 2024 and all board members are encouraged to attend
- Remembrance of all the children (approx. 11,000) who’ve been killed in Gaza
- Interest in learning more about the challenges in attracting and retaining special ed. staff
- Excitement at seeing 4th-grade students who are so comfortable with the idea of 3-D printing
- Encouragement in the understanding of what caused last year’s state test scores to vary significantly from the district interim assessments and in the process to adjust for better student outcomes
- Acknowledgment that comments/complaints can be difficult to hear in a public setting and while they are important, and not to be discouraged, that Supt. Loving has their support and they believe he will work to find resolutions as appropriate.

Board Greeter for Next Month: Alisha Oliver

#### **18. INFORMATION ONLY**

The attachments for each topic can be viewed under this agenda item via this [link](#)

##### **18.1 Field Trip Report:**

A list of the field trips taken and/or scheduled since the start of the school year was included.

##### **18.2 Student Enrollment:**

Current enrollment is listed below.

Mari-Linn: 159

Sublimity: 351

Stayton Elementary: 354

Stayton Intermediate/Middle: 427

Stayton High: 621  
Locust Street Academy:60  
Stayton Virtual Academy: 79  
Total: 2029

### **18.3 Future Agenda Items:**

A list of possible future agenda items was included.

### **18.4 Upcoming Board Events & Activities:**

It was noted that two dates were omitted from the list of upcoming events.

April 18, 2024 - Regular Session Board Meeting  
Sublimity School Library

May 9, 2024 - NSSD Budget Committee Meeting  
6:00-8:00 pm ~ District Office/Santiam Meeting Room

### **19. RECESS INTO EXECUTIVE SESSION PER ORS 192.660(2)(i)**

The Board of Directors met in executive session at 9:00 pm pursuant to ORS 192.660(2)(i)- for the annual evaluation of the performance of the superintendent.

### **20. RECONVENE TO OPEN SESSION**

The Board Chair reconvened the meeting to open the session at 10:43 pm.

### **21. BOARD REP(S). FOR SUPT. CONTRACT NEGOTIATIONS**

The Board selected members to work directly with Supt. Loving on their behalf during the negotiation of the extension of his contract.

#### **MOTION-BOARD REPS. FOR NEGOTIATIONS**

*Motion to select the board chair and vice-chair as the negotiation team for the Superintendent's evaluation/contract.*

**Motion Made By: Alisha Oliver**

**Vote: 6-0, motion passed**

### **22. ADJOURN**

The Board Chair adjourned the meeting at 10:44 pm.

EQUAL OPPORTUNITY EMPLOYER





## North Santiam School District

### 2024 Licensed Contract Renewals/Extensions

#### Licensed:

Was listed as currently Probationary Year 1 Recommend Probationary Year 2

Amendment: **Currently Probationary Year 2 Recommend Probationary Year 3**

<i>Name</i>	<i>FTE</i>	<i>Location</i>
GLOVER, KELSIE	1.0	STAYTON HIGH SCHOOL

Was listed as currently Probationary Year 2 Recommend Probationary Year 3

Amendment - **Currently Probationary Year 3 Recommend Year 1 of a 2-year contract 2024-26**

<i>Name</i>	<i>FTE</i>	<i>Location</i>
STUTZMAN, RONALD C	1.0	STAYTON HIGH SCHOOL

# STRATEGIC PLAN STATUS REPORT



**Report Date:** 04/18/2024

**Report Provided By:** Alisha Oliver & Laura Wipper

## HIGHLIGHTS

- Building Admin Interviews.
  - All completed.
- Student Engagement.
  - SMS 6th - 8th.
  - SHS leveraging Student 6/7 work.
  - SUB 6th - 8th.
  - Mari-Linn 7th - 8th as reported last month.
- Parent/Family Engagement.
  - SUB - attended Book Fair during conferences, shared QR code for survey. Minimal responses at this point. Laura “worked the room” with short conversations.
- Union/Staff Feedback.
  - Met with small group of SHS staff.
  - Classified Union employees received survey and volunteered for focus group at future date.
- Faith-Based Feedback.
- Business Feedback.
  - Survey has been shared through Chamber e-blasts, but yet to get any responses.
  - However, we were able to gather feedback when the district hosted Chamber Business Network.
- Superintendent Interview.
- Compilation is beginning in preparation for 5/23/24 Board Work Session.

## UPCOMING

- Parent Engagement.
  - SHS plan to gather Student 6/7 families.
  - SMS plan to gather VOICES families.
  - Juntos! families scheduled.
  - Considering survey to district families.

- Board work sessions.
  - 5/23/24
  - (2) in June
- Certified staff engagement - Questionnaires in process. Hosting an in-person forum 4/4/24 at 3:15pm at SHS Library for those who choose to attend.

## TIMELINE UPDATE

Timing	Component
April	Conversations and surveys wrapped up.
May & June	<p>(3) Board Work Sessions for 2 - 3 hours each.</p> <p>Session 1:</p> <ul style="list-style-type: none"> <li>● Sharing of themes.</li> <li>● Understanding of themes.</li> <li>● Prioritize themes.</li> </ul> <p>Session 2:</p> <ul style="list-style-type: none"> <li>● Mission, Vision, Values.</li> <li>● Early strategies.</li> </ul> <p>Session 3:</p> <ul style="list-style-type: none"> <li>● Putting the pieces together (to inform draft plan).</li> </ul>
July	Drafting phase (Laura & Alisha).
August	Input on Draft 1.
September	Public and internal review and feedback.
October	Revise plan based on feedback.
November - December	Adopt and publish plan.



## April 2024 Field Trip Report

**New trips since last report are highlighted in yellow. Overnight & out-of-state trips are indicated in red**

Trip ID/Name	Trip Destination	Building	Trip Date(s)	Depart & Return Times	Pupils	Adults	Educational Objectives	Organization	Status
233676 - Erwin/Robbins/Olson/Ables walking field trip to Star Cinemas	Star Cinemas 350 N 3rd Ave Stayton,	Stayton Elementary School	6/12/2024	12:00pm - 2:00pm	50	4	To culminate the end of our ocean unit and kindergarten year students will watch Finding Nemo	n/a	pending
227755 - SHS Graduation - Band	Salem Armory 2310 17th St NE Salem	Stayton High School	6/7/2024	5:00pm - 9:30pm	45	1	Perform in the 2024 graduation ceremony	n/a	approved
227754 - SHS Graduation Practice	Salem Armory 2310 17th St NE Salem	Stayton High School	6/7/2024	8:00pm - 12:30pm	45	1	Practice to perform in the 2024 graduation ceremony	n/a	approved
233021 - Sublimity Star Theater, Grades 3-5 and Lifeskills	Star Cinemas 350 N 3rd Ave Stayton,	Sublimity School	6/6/2024	11:45am - 2:15pm	131	9	We are celebrating our year of hard work and completing state testing. We will discuss careers involved with owning a small business (movie theater/concessions) and the history of the theater in our small community.	Curriculum	pending
233582 - Elementary AgFest	Chemeketa Ag. Complex 4000 Lancaster Dr NE, Salem	Stayton Elementary School	6/6/2024	9:00am - 1:30pm	97	20	Connects with science units on plant life cycles/pollination as well as our nutrition unit in health and our regions of Oregon unit in social studies.	n/a	pending
230035 - Library Field Trip	Stayton Public Library 515 N First Ave, Stayton	Sublimity School	6/5/2024	10:15am - 1:00pm	34	10	Students will visit the Library so they can learn about the summer reading program and get a library card.	Curriculum	pending
231210 - SUB 8th Grade Field Trip	Oaks Park 7805 SE Oaks Park Way, Portland	Sublimity School	6/5/2024	8:15am - 2:30pm	47	6	At amusement parks, students can test physical science and physics concepts or determine the speed of zooming rollercoasters through self guided activities.	Curriculum	pending
233813 - Third Grade Swimming Lessons	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Stayton Elementary School	6/3/2024	12:55pm - 2:20pm	25	4	Connects to health (safety) and physical education standards	n/a	pending
233814 - SES Third Grade Swimming Lessons	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Stayton Elementary School	6/3/2024	12:10pm - 1:35pm	23	3	Connects to health (safety) and physical education standards	n/a	pending
233401 - SES Kindergarten to Stayton Library	Stayton Library 515 N First Ave. Stayton	Stayton Elementary School	6/3/2024	9:30am - 1:00pm	80	10	Promote summer reading by seeing the library and meeting the librarians.	n/a	pending

233764 - Sublimity 8th Grade Dairy Fieldtrip	The Dairy Farm 12481 Marion Rd SE Turner	Sublimity School	5/31/2024	9:30am - 2:15pm	46	2	AVID Career Research	AVID	pending
233261 - 1st grade zoo trip Mari-Linn	Oregon Zoo 4001 SW Canyon Rd Portland	Mari-Linn School	5/30/2024	7:30am - 2:15pm	18	6	Students will be learning about the inheritance and variation of traits by observing young plants and animals with their offsprings.	n/a	pending
233790 - Third Grade Swimming Lessons - Hill	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Stayton Elementary School	5/28/2024	12:55pm - 2:20pm	23	2	Connects to health (safety) and physical education standards	n/a	pending
233791 - 3rd Grade Swimming Lessons-Clark	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Stayton Elementary School	5/28/2024	12:10pm - 1:35pm	23	2	Connects to health (safety) and physical education standards	n/a	pending
230494 - Band/Choir Disneyland Trip	California (includes airline travel, for more info see objectives)	Stayton High School	5/24/24 - 5/27/24	2:00am - 10:30pm	40	10	Students will be participating in a recording studio session at Disneyland. They will learn what it is to be a professional musician through rehearsal techniques, use of recording equipment, and seeing how the music they perform is added to movie scenes. Students will fly to Los Angeles, CA and stay in a hotel with night time security and travel by charter bus. They will spend 2 days at Disneyland, 1 day at a baseball game and dinner, and 1 day at Knottsberry Farm.	Curriculum	pending
232794 - 5th Grade Oregon Garden Field Trip	Oregon Garden 879 W Main St, Silverton	Sublimity School	May 23, 2024	8:45am - 9:45am	31	10	Using interactive science lessons, students learn about the relationships between plants, herbivores, carnivores and decomposers in different habitats. Use track molds, animal signs, and other visual aids to identify signs of wildlife and then venture into the Rediscovery Forest to find the real thing. Identify and model a food web in the forest ecosystems. Use science inquiry to observe and collect data about decomposers, consumers, and producers in different forest types.	Curriculum	pending
232969 - SUB 3rd Grade Swimming Lessons	Stayton Pool 400 W Virginia St Stayton	Sublimity School	5/17/2024	12:30pm - 2:30pm	38	3	Swim Lessons	n/a	pending
229893 - 2nd Grade SES Oregon Coast Aquarium	Oregon Coast Aquarium 2820 SE Ferry Slip Rd, Newport	Stayton Elementary School	5/17/2024	8:00am - 4:00pm	96	37	Students will be able to apply their learning of animal and plant habitats as well as changes to land connected to our science units.	Curriculum	pending

232968 - SUB 3rd Grade Swimming Lessons	Stayton Pool 400 W Virginia St Stayton	Sublimity School	5/16/2024	12:30pm - 2:30pm	38	3	Swim Lessons	n/a	pending
233658 - 1st and 2nd grade Zoo Field Trip	Oregon Zoo 4001 SW Canyon Rd Portland	Sublimity School	5/16/2024	8:00am - 2:00pm	73	26	To learn more about animals for our informational unit.	n/a	pending
232967 - SUB 3rd Grade Swimming Lessons	Stayton Pool 400 W Virginia St Stayton	Sublimity School	5/15/2024	12:30pm - 2:30pm	38	3	Swim Lessons	n/a	pending
233410 - Zoo Field Trip	Oregon Zoo 4001 SW Canyon Rd Portland	Stayton Elementary School	5/15/2024	8:15am - 2:15pm	72	30	Our educational goal is to tie the trip into our learning about animals, traits and their offspring.	n/a	pending
232966 - SUB 3rd Grade Swimming Lessons	Stayton Pool 400 W Virginia St Stayton	Sublimity School	5/14/2024	12:30pm - 2:30pm	38	3	Swim Lessons	n/a	pending
232965 - SUB 3rd Grade Swimming Lessons	Stayton Pool 400 W Virginia St Stayton	Sublimity School	5/13/2024	12:30pm - 2:30pm	38	3	Swim Lessons	n/a	pending
233807 - OSAA State Band Championship	Oregon State University LaSells Center 875 SW 26th St. Corvallis	Stayton High School	5/9/2024	11:00am - 9:30pm	57	1	Students will be performing for the state band championship. They'll also be listening to other bands at their level from across the state, and hearing and seeing what they can take for their playing.	n/a	pending
233768 - WOU- Education Field Trip	Western Oregon University 345 N Monmouth Ave. Monmouth	Stayton High School	5/6/2024	9:00am - 2:00pm	12	1	Students will visit Western Oregon University to learn about their education program part of the CTE program.	n/a	pending
231974 - SIS 5th Grade to JA Biz Town	JA Biz Town 7830 SE Foster Rd Portland	Stayton Middle School	5/3/2024	7:30am - 2:00pm	88	10	To give students real-world applications of career readiness through a combination of in-class learning and an in-person simulation. Students will learn all about what it means to be career ready and apply that learning to applying for a job, working at a job, and then managing personal finances and budgets.	Curriculum	pending

232996 - SHS Connections/School Culture field trip	Hopscotch Portland & Salt & Straw 1020 SE 10th Ave. Portland	Stayton High School	5/2/2024	10:30am - 4:30pm	36	5	School culture enhancement and student connection/experiences	n/a	pending
233415 - Peterson Cat Technician Training Program	Peterson Cat 5450 NE Five Oaks Dr. Hillsboro	Stayton High School	4/30/2024	8:00am - 3:00pm	14	1	Meets the district's objective to provide job opportunities to outgoing Seniors and Juniors. This is a free tour of the Peterson Cat Shop to showcase the "Think Big Technician Training Program"	n/a	pending
233348 - SMS Pentagames	Cascade Junior High 10226 Marion Rd SE Turner	Stayton Middle School	4/26/2024	7:45am - 2:00pm	20	2	Pentagames is an opportunity to extend students' analytical and concept skills by challenging them with multiple higher order thinking opportunities to apply the concepts they have been studying this year in their 8th grade math classes. It is also an excellent opportunity to challenge our TAG students beyond the classroom.	n/a	approved
233466 - ML 5th Grade Movie/Park Field Trip	Stayton Star Cinema 350 N 3rd Ave Stayton John Neal Park 900 N 13th St Lyons	Mari-Linn School	4/25/2024	9:00am - 1:45pm	21	3	Students recently finished reading Harry Potter in class. Since they earned a field trip by the PTA for winning the Penny War Fundraiser, Mrs. Martin thought it would be a great idea to use this opportunity to watch Harry Potter to incorporate the book. Lunch at the local park gives them time to enjoy the outdoors and discuss the forrest while bringing another opportunity to discuss the forrest in the book.	n/a	pending
233656 - LBCC Welding competition	Linn - Benton Community College 6500 Pacific Blvd. SW Albany	Stayton High School	4/25/2024	8:00am - 3:00pm	8	1	This trip provides our students access to the LBCC Welding School and provides a friendly competition to see who has the right stuff.	n/a	pending
232002 - Outdoor School @ OMSI - Hancock Field Station	OMSI - Hancock Field Station 39472 OR-218, Fossil	Mari-Linn School	4/23/2024 - Apr 26, 2024	8:00am - 4:00pm	18	6	Outdoor School gives students a chance to get outside and learn about the world while forging connections with their teachers, parents, and classmates. With a menu of classes, we can tailor this multi-day, overnight experience for each school group.	Curriculum	pending

233414 - SkillsUSA State Leadership and Skills Conference (Day 2)	Knife River Training Center 35973 Kennel Rd SE Albany	Stayton High School	4/20/2024	7:00am - 6:00pm	15	1	SkillsUSA Yearly State Leadership and Skills Conference	n/a	pending
233413 - SkillsUSA State Leadership and Skills Conference (Day 1)	Knife River Training Center 35973 Kennel Rd SE Albany	Stayton High School	4/19/2024	7:00am - 6:00pm	15	1	SkillsUSA Yearly State Leadership and Skills Conference	n/a	pending
232970 - SUB 4th Grade Trip to the Willamette Career Academy	Willamette Career Academy 1200 Lancaster Drive Salem	Sublimity School	4/17/2024	8:00 - 11:15am	52	14	This trip ties to our college and career readiness goals as well as exposing kids to one of their future educational opportunities at North Santiam School District	n/a	pending
233019 - ML 3rd Grade Swim Lessons	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Mari-Linn School	4/16/2024	12:00pm - 2:15pm	17	3	Swimming Lessons are Tuesday - Friday, April 16-19. The one hour class begins at 12:45pm. Life saving skills in and around water.	n/a	approved
233103 - Dairy Cattle Judging	Meadowood Dairy 4910 Cook Rd SE Turner	Stayton High School	4/9/2024	8:15am - 3:30pm	10	1	CED's and LDE's help students develop the abilities to think critically, communicate clearly, and perform effectively in a competitive job market.	n/a	approved
232033 - Kinder Gilbert House	Gilbert House Children's Museum 116 Marion St NE, Salem	Mari-Linn School	4/4/2024	9:15am - 1:45pm	13	7	Students will have STEAM hands-on experiences about various career opportunities	Curriculum	approved
230752 - Third Grade Charlottes Web Play	Elsinore Theatre 170 High St SE, Salem	Stayton Elementary School	4/2/2024	9:00am - 12:00pm	105	15	Literacy: related to a book study in our classrooms	Curriculum	approved
228825 - AVID9 field trip	Salem Ropes Course - YWAM campus 7085 Battle Creek Rd SE Salem	Stayton High School	4/1/2024	8:30am - 1:00pm	35	2	AVID team-building	AVID	approved
231188 - FFA State Convention	Deschutes County Fair & Expo Center 3800 SW Airport Way, Redmond	Stayton High School	3/21/24 - 3/24/24	9:00am - 5:30pm	13	1	Oregon State FFA Convention helps FFA members develop leadership, personal growth and career success through participation in Career Development Events, motivational workshops and sessions. Delegates to the State FFA Convention establish policy and elect State FFA Officers.	FFA	approved

231980 - SIMS 4th Grade to Newell Pioneer Village	Newell Pioneer Village 8089 Champoeg Rd NE, St. Paul	Stayton Middle School	3/21/2024	8:45am - 2:30pm	85	10	To meet social studies standards 4.12, 4.13, and 4.16 the students will go to the Newell Pioneer Village to hear about content such as Oregon's Earliest Settlers, Hudson's Bay Company, Westward Expansion, Provisional Government, Donation Land Claim Law, Oregon Territory, Oregon Becomes A State, American Heritage and People, Catastrophic Area Wide Floods, Children's Responsibilities and Lifestyles During the Settler Era, as well as experience the life of new settlers through candle making, bread kneading, washing laundry, using a quill, and jewelry making.	Curriculum	approved
228070 - 2nd Grade to OMSI	OMSI 1945 SE Water Ave, Portland	Stayton Elementary School	3/21/2024	8:15am - 2:30pm	95	30	Students will be able to obtain first hand experience with scientific elements, including changes to land.	Curriculum	approved
231844 - Sublimity 3rd Grade Tour	Sublimity City Hall, St. Boniface Museum, Sublimity Fire Department, Sublimity Post Office, etc	Sublimity School	3/20/2024	8:15am - 2:00pm	33	6	Our third grade curriculum standards include learning about our community, its citizens, its culture, its history, and its government. By touring these places in our community we will learn about how our citizens work together to maintain our community, participate in its culture, and learn about the history specific to our town. We will also learn about various careers available in our community which ties in to our Avid goals.	Curriculum	approved
231938 - OMEA District 11 Choir Festival	W Albany High School 2100 SW Elm St, Albany	Stayton High School	3/19/2024	9:00am - 2:30pm	11	1	Constructive feedback on performance of concert pieces for Choir Festival.	Curriculum	approved
232119 - SMS Honor Band to Molalla HS	Molalla HS 357 Frances St, Molalla	Stayton Middle School	3/18/2024	8:00am - 9:00am	13	1	Honor band performance	Curriculum	approved
231648 - Oregon Music Education Association Middle School Honor Band Competition	Molalla High School 357 Frances Street, Molalla	Mari-Linn School	3/18/2024	7:30am - 8:00pm	11	2	Middle School Band Competition	Curriculum	approved
231848 - McMinnville High School Welding Competition 63	McMinnville High School	Stayton High School	3/16/2024	7:00am - 7:00pm	8	1	To increase the interest in the CTE trades	Curriculum	approved

232166 - Clackamas Community College Jazz Festival	615 NE 15th Street, McMinnville	Stayton High School	3/15/2024	2:00pm - 11:00pm	24	1	Students will be performing for state qualifying score, and competing. They will also get feedback from judges and a clinician to improve their playing ability.	Curriculum	approved
227863 - 1st Grade Willamette Heritage Center Field Trip	Willamette Heritage Center 1313 Mill St SE, Salem	Sublimity School	3/8/2024	9:15am - 1:00pm	34	12	To learn how manufactured goods are produced and sold.	Curriculum	approved
231185 - Sublimity Middle School Band Walking Field Trip	Marian Estates 590 SE Conifer Cir, Sublimity	Sublimity School	2/29/2024	1:30pm - 2:30pm	19	2	Live performance experience with set up and tear down, learning the conventions of performance, culmination of individual practice, and group rehearsal.	Curriculum	approved
231741 - OWC League Jazz Festival	Cascade High School 10226 Marion Rd SE, Turner	Stayton High School	2/29/2024	8:30am - 1:45pm	24	1	Students will be competing in our conference league jazz festival. They will be listening to other groups perform, and seeing the process they go through in their playing.	Curriculum	approved
231382 - SHS Seniors to Chemeketa	Chemeketa Community College 4000 Lancaster Dr. NE; Salem	Stayton High School	2/28/2024	8:15am - 1:15pm	50	3	Seniors attending Chemeketa next year will do a campus tour and learn about Chemeketa Scholars.	Curriculum	approved
230391 - Experience WCA Day	Willamette Career Academy 1200 Lancaster Drive NE, Salem	Stayton High School	2/26/2024	7:45am - 11:15am	20	2	For sophomores who are interested in learning more about WCA and potentially enrolling in WCA next year.	Curriculum	approved
230003 - Biomedical Students Visit Santiam Memorial Hospital	Santiam Memorial Hospital 1401 N 10th Ave, Stayton	Stayton High School	2/16/2024	8:45am - 12:00pm	50	1	Students studying biomedicine will get to tour a healthcare facility, interact with medical professionals, and engage with a speaker panel of medical professionals. This will complement our biomedical studies and highlight future career options for students.	Curriculum	approved
230027 - SHS Student Experiences : Portland Trailblazers Basketball Game	Moda Center 1 N Center Ct St Portland	Stayton High School	2/14/2024	5:00pm - 11:00pm	75	8	Providing opportunities for student connection with peers and trusted adults.	Curriculum	approved
230487 - Hoodoo Ski/Snowboard Trip	Hoodoo ski area/lodge 27400 Big Lake Road, Sisters	Stayton High School	2/10/2024	7:00am - 4:00pm	19	4	To provide a unique opportunity to learn or improve upon a skill while forming connections with peers.	Curriculum	approved

230283 - ML 6th Grade Portland Trip	Newmark Theatre 1111 SW Broadway, Portland	Mari-Linn School	2/8/2024	7:45am - 2:15pm	17	6	We are reading Percy Jackson for ELA. We will be watching the theatrical production of it for the first part of the trip. We will then ride the Portland Streetcar to visit Powell's City of Books to deepen our understanding of aspects of the book and explore college/career pathways.	Curriculum	approved
230025 - Oregon FBLA Regional Skills Conference Willamette Chapter	Central High School: 1530 Monmouth St, Independence	Stayton High School	2/3/2024	7:00am - 4:00pm	9	2	FBLA Co-Curricular and CTE	FBLA	approved
230144 - Knife River Training Center	Knife River Training Center 35973 Kennel Rd SE, Albany	Stayton High School	2/1/2024	9:00am - 2:30pm	20	2	Providing opportunities to our graduating student in the construction industries.	Curriculum	approved
229030 - Third Grade Trip to A-Dec	A-DEC, 2601 Crestview Drive, Newberg	Sublimity School	1/17/2024 (reschedule to 1/25/24 due to weather)	8:00am - 2:00pm	33	8	Exposing students to various career fields and the educational pathways to prepare them for the careers. It also incorporates STEM standards.	AVID	approved
229352 - Tree of Giving Shopping Trip	Albany Walmart 1330 Goldfish Farm Road Albany	Stayton High School	12/14/2023	9:30am - 1:00pm	25	4	Consumer Math course (budgeting, shopping) also social-emotional learning (serving others).	Curriculum	approved
229385 - Adaptive PE to Lakeshore Lanes	Lakeshore Lanes 5432 Pacific Blvd SW Albany	Stayton High School	12/13/2023	8:30am - 11:30am	21	5	Alternative physical activity for Life Skills students	Curriculum	approved
228834 - AVID11 to UO	U of O/Matthew Knight - 1390 Villard St, Eugene	Stayton High School	12/8/2023	8:00am - 2:00pm	15	2	AVID Elective Opportunity - campus visit	AVID	approved
228363 - 1st Grade Air and Space Field Trip  65	Evergreen Aviation & Space Museum 500 NE Captain Michael King Smith Way, McMinnville	Stayton Elementary School	12/7/2023	8:15am - 2:00pm	65	20	We have been using our science curriculum and are finishing the unit and the trip will help further their learning of sun, shadows, moon phases and star constellations.	Curriculum	approved

228158 - 2nd Grade to Storybook Land	Cascade Livestock Building Linn County Fairgrounds 3700 Knox Butte Rd E Albany	Sublimity School	12/7/2023	8:15am - 11:45am	37	12	Enhances classroom studies on fairy tales and nursery rhymes through a recreation of many classic nursery rhymes and fairy tales. Encourages STEM process through the building of each story in various booths.	Curriculum	approved
228633 - K-3 Storybook Land and Carousel	Cascade Livestock Building, 3700 Knox Butte Rd E, Albany then Historic Carousel & Museum	Mari-Linn School	12/6/2023	8:45am - 1:00pm	80	24	Describe the overall structure of a story, including describing how the beginning introduces the story, how the middle progresses the action and the ending concludes the action	Curriculum	approved
226913 - 2nd Grade to Storybook Land	Linn County Fairgrounds - Albany	Stayton Elementary School	12/05/23	8:30am - 11:45am	98	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
226967 - Beavers Beyond the Classroom	Gill Coliseum, Oregon State Univ. Corvallis	Sublimity	11/29/23	9:00am - 2:15pm	33	2	College readiness	AVID	approved
227426 - OSU Women's Basketball Game	Gill Coliseum, Oregon State Univ. Corvallis	Mari-Linn School	11/29/23	9:00am - 2:15pm	35	7	Connect youth with OSU Athletics. As role models in the community, OSU Womens Basketball team strives to make positive impressions and to promote the importance of higher education in Oregon. This program emphasizes the college experience and encourages youth to excel in the classroom.	AVID	approved
227842 - SUB 4-5 grade Beavers Beyond the Classroom	Gill Coliseum 660 SW 26th St. Corvallis	Sublimity	11/29/23	9:00am - 2:00pm	81	20	College readiness	AVID	approved
226199 - SHS Fine Arts Western Oregon University Creative Arts Day	Western Oregon University - Monmouth	Stayton High School	11/17/2023	7:30am-3:00pm	30	1	Western Oregon University Creative Arts Day is a day where theater, music, choir, band, and visual arts students have the opportunity to take workshops with WOU staff and faculty in things such as stage makeup, stage dialect, music production, and more.	Curriculum	approved

227675 - Willamette Valley Ag Expo	Linn County Expo Center 3700 Knox Butte Rd. Albany	Stayton High School	11/15/2023	9:15am - 3:00pm	14	1	Students are able to connect with students from other schools as well as industry professionals. These connections can help make class and FFA chapter ideas more relevant as well as help them to understand why what we are learning about is important in todays world and workforce. This can also open jobs and get them excited about future careers or hobbies and see how vast the world of agriculture really is.	FFA	approved
227623 - National Apprenticeship Week	Central Electrical Training Center (CETC) & LBCC	CETC- 33309 OR- 99E.Tangent LBCC- 6500 Pacific Blvd SW. Albany	11/13/2023	8:00am - 3:00pm	10	1	To introduce future electricians to the IBEW 290(electrician union) training center in Tangent Oregon. Students will get to learn about their program, tour their facility and do some hands-on activities. LBCC will present. Students will get to see the apprenticeship programs that LBCC offers.	Curriculum	approved
227148 - SHS Leadership Class - Oregon Association of Student Councils Conference	Location TBA - Seaside	Stayton High School	11/-4/23 / 11/6/23	2:00 pm/ 12:00 pm	15	2	ASB leadership students networking with high school ASB groups from across Oregon - professional development for ASB groups.	Curriculum	approved
227867 - LSA to Freres Lumber Co	40519 Cedar Mill Road, Lyons	Stayton High School	11/2/2023	11:30am - 3:00pm	26	3	Environmental Science. Hands-on learning component regarding reusable energy. Possible career opportunities.	Curriculum	approved
226791 - OSU Discovery Days and Tour	Dixon Recreation Center, Oregon State University - Corvallis	Sublimity School	10/31/2023	8:00am - 2:00pm	34	10	Part of AVID focus is to introduce students to post-K-12 options. Tour will include several locations so students can learn about what is offered there. They will participate in OSU Discovery Days, which is STEM-based with many hands-on science activities for the students to do.	AVID	approved
226818 - K-2 Pumpkin Patch	Greens Bridge Gardens - Jefferson	Mari-Linn School	10/24/2023	8:30am - 1:30pm	58	20	Use observations to describe patterns of what plants and animals (and humans) need to survive. Make observations to construct an evidence-based account that young plants and animals are similar, but not exactly like, their parents	Curriculum	approved

227012 - SIS 4th Grade to EZ Orchards	EZ Orchards - Salem	Stayton Intermediate School	10/23/2023	11:00am-1:30pm	84	20	To connect the experience with our writing. We have been focusing on adding sensory details to our personal narratives. We are also connecting it to community connection, agriculture, and SEL for how to act in public.	Curriculum	approved
226655 - SES Stayton Walking Field Trip	Stayton Post Office, Stayton Library, Star Cinema, Brown House, Police Station, Pioneer Park	Stayton Elementary School	10/20/2023	8:45am-2:15pm	95	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
226953 - Cascade College & Career Fair	Cascade High School - Aumsville	Stayton High School	10/19/2023	10:15am-11:45am	35	2	Exposure to college & career opportunities	AVID	approved
226615 - SES Kindergarten Pumpkin Patch 2023	Fordyce Farm inc. - Salem	Stayton Elementary School	10/12/2023	9:00am-1:30pm	80	20	agriculture - AVID career readiness science life cycle	Curriculum	approved
226816 - SUB K-1 Pumpkin Patch Field Trip	EZ Orchards - Salem	Sublimity School	10/11/2023	9:15am - 1:00pm	65	26	Hands on experience for farming/plants science unit	Curriculum	approved
226440 - FFA: District Soils Competition	North Willamette Research and Extension Center - Aurora	Stayton High School	10/5/2023	8:30am-4:00pm	12	1	FFA soil judging contests are excellent for teaching high school students about soils and how to manage them and for reaching out to potential future soil scientists and conservationists by sharing information about career opportunities.	FFA	approved
226427 - AVID12 to Oregon State University	Oregon State University - Corvallis	Stayton High School	10/4/2023	8:00am-1:45pm	15	2	AVID seniors visiting OSU before application season.	AVID	approved
226574 - Salmon watch day 2	Packsaddle County Park - Gates	Stayton High School	10/3/2023	9:00am-2:45pm	75	8	At Salmon Watch, students gain hands on experience with Salmon biology and life cycle Macroinvertebrates -Students collect and identify these aquatic organisms and learn about their role in the watershed. Water quality - Students test water samples for temperature, turbidity, dissolved oxygen, and pH. Riparian ecology - Students learn about riparian functions, measure canopy cover, hunt for elements of riparian area.	Curriculum	approved
226547 - Salmon Watch Field Trip	Packsaddle County Park - Gates	Stayton High School	10/2/2023	9:00am-2:45pm	72	8		Curriculum	approved

226260 - Sublimity OMSI Outdoor School	Coastal Discovery Center at Camp Gray - Newport	Sublimity School	09/25/23-09/27/23	9:45 am/2:45 pm	44	9	Outdoor School	Curriculum	approved
226084 - SMS Outdoor School	Camp Tadmor - Lebanon	Stayton Middle School	09/25/23-09/29/23	9:00 am/10:00 am	100	5	Outdoor School	Curriculum	approved
226394 - SMS Outdoor School Counselors	Camp Tadmor - Lebanon	Stayton High School	09/24/23-09/29/23	9:45 am/2:45 pm	20	5	SHS students (Counselors) to Outdoor School	Curriculum	approved
226243 - Capital District FFA Leadership Camp	Aldersgate Camps & Retreats - Turner	Stayton High School	09/24/23-09/25/23	10:00 am/2:00 pm	8	1	The FFA Member Leadership Series will empower students with new knowledge and skills they need to be confident and capable leaders both in the chapter and in all of their future endeavors. They will be challenged to develop critical thinking skills and effective decision-making skills, foster teamwork and promote communication while recognizing the value of ethical competition and individual achievement.	FFA	approved

**NSSD Enrollment Totals as of 04/12/24**

School Name	Grade	Jun '23	Sept '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24
MARI-LINN	KG	20	14	14	14	14	14	15	13	13		
MARI-LINN	1	25	19	18	18	18	18	19	18	18		
MARI-LINN	2	20	24	25	25	25	24	23	24	24		
MARI-LINN	3	15	19	19	19	19	19	20	17	17		
MARI-LINN	4	20	15	15	14	14	14	15	14	14		
MARI-LINN	5	16	20	20	20	20	21	21	21	21		
MARI-LINN	6	19	17	17	17	17	17	16	15	15		
MARI-LINN	7	21	18	18	18	18	18	17	18	18		
MARI-LINN	8	20	20	20	20	20	19	18	19	19		
<b>MARI-LINN</b>	<b>ALL</b>	<b>176</b>	<b>166</b>	<b>166</b>	<b>165</b>	<b>165</b>	<b>164</b>	<b>164</b>	<b>159</b>	<b>159</b>		
SUBLIMITY	KG	32	31	31	31	31	31	31	31	31		
SUBLIMITY	1	40	34	34	34	34	34	33	33	34		
SUBLIMITY	2	31	37	37	37	37	36	36	37	37		
SUBLIMITY	3	45	33	33	33	33	33	33	33	33		
SUBLIMITY	4	36	48	49	49	50	50	51	52	52		
SUBLIMITY	5	43	37	36	37	35	35	34	35	35		
SUBLIMITY	6	38	47	47	47	47	47	48	49	49		
SUBLIMITY	7	51	36	36	35	35	35	34	33	33		
SUBLIMITY	8	42	49	49	50	48	48	48	48	48		
<b>SUBLIMITY</b>	<b>ALL</b>	<b>358</b>	<b>352</b>	<b>352</b>	<b>353</b>	<b>350</b>	<b>349</b>	<b>348</b>	<b>351</b>	<b>352</b>		
OA-VIRTUAL ACADEMY	KG	1	1	1	1	1	0	0	0	0		
OA-VIRTUAL ACADEMY	1	0	0	1	0	1	1	1	1	1		
OA-VIRTUAL ACADEMY	2	1	0	1	0	0	0	0	0	0		
OA-VIRTUAL ACADEMY	3	1	0	0	0	0	0	0	0	0		
OA-VIRTUAL ACADEMY	4	1	0	0	1	2	2	1	1	1		
OA-VIRTUAL ACADEMY	5	1	1	1	1	1	1	2	2	2		
OA-VIRTUAL ACADEMY	6	2	1	1	1	2	2	3	4	3		
OA-VIRTUAL ACADEMY	7	5	1	1	2	2	3	3	3	3		
OA-VIRTUAL ACADEMY	8	7	4	3	4	6	8	9	8	9		
OA-VIRTUAL ACADEMY	9	11	2	6	7	9	8	9	11	12		
OA-VIRTUAL ACADEMY	10	26	10	12	13	15	15	17	16	19		
OA-VIRTUAL ACADEMY	11	32	37	19	19	19	17	17	15	16		
OA-VIRTUAL ACADEMY	12	53	45	15	15	12	11	15	18	19		
<b>OA-VIRTUAL ACADEMY</b>	<b>ALL</b>	<b>141</b>	<b>102</b>	<b>61</b>	<b>64</b>	<b>70</b>	<b>68</b>	<b>77</b>	<b>79</b>	<b>85</b>		
OA-LOCUST ST ACADEMY	10							4	8	8		
OA-LOCUST ST ACADEMY	11	included above		18	20	18	16	22	24	26		
OA-LOCUST ST ACADEMY	12	included above		31	31	26	25	29	27	27		
<b>OA-LOCUST ST ACADEMY</b>	<b>ALL</b>			<b>49</b>	<b>51</b>	<b>44</b>	<b>41</b>	<b>55</b>	<b>60</b>	<b>61</b>		

>students attending Options Academy online have been separated from those attending in-person at Locust St Academy

School Name	Grade	Jun '23	Sept '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24
STAYTON ELEMENTARY	PreK	30	33	30	31	30	30	30	30	29		
STAYTON ELEMENTARY	KG	74	67	69	69	69	67	66	69	68		
STAYTON ELEMENTARY	1	83	75	73	74	74	69	71	68	70		
STAYTON ELEMENTARY	2	91	87	87	87	87	90	92	91	89		
STAYTON ELEMENTARY	3	83	100	96	96	97	97	98	96	96		
<b>STAYTON ELEMENTARY</b>	<b>ALL</b>	<b>361</b>	<b>362</b>	<b>355</b>	<b>356</b>	<b>357</b>	<b>353</b>	<b>357</b>	<b>354</b>	<b>352</b>		
STAYTON INTERMEDIATE	4	97	86	84	83	80	79	82	80	81		
STAYTON INTERMEDIATE	5	93	98	96	95	94	92	87	86	87		
STAYTON MIDDLE	6	87	100	101	99	98	95	96	94	97		
STAYTON MIDDLE	7	74	95	95	95	95	97	97	92	91		
STAYTON MIDDLE	8	105	80	80	77	75	72	76	75	76		
<b>SIS/SMS TOTAL</b>	<b>ALL</b>	<b>456</b>	<b>459</b>	<b>456</b>	<b>449</b>	<b>442</b>	<b>435</b>	<b>438</b>	<b>427</b>	<b>432</b>		
STAYTON HIGH	9	194	195	186	185	181	182	179	177	173		
STAYTON HIGH	10	170	189	186	183	182	180	175	170	166		
STAYTON HIGH	11	135	158	154	151	149	146	141	139	138		
STAYTON HIGH	12	134	134	123	122	122	120	115	114	113		
Early College (off campus)		16	16	16	16	16	16	16	16	16		
Transitions (post-grad SPED)				5	5	5	5	5	5	5		
<b>STAYTON HIGH</b>	<b>ALL</b>	<b>649</b>	<b>692</b>	<b>670</b>	<b>662</b>	<b>655</b>	<b>649</b>	<b>631</b>	<b>621</b>	<b>611</b>	<b>0</b>	<b>0</b>
<b>NSSD</b>	<b>TOTAL</b>	<b>2141</b>	<b>2133</b>	<b>2101</b>	<b>2100</b>	<b>2083</b>	<b>2059</b>	<b>2070</b>	<b>2051</b>	<b>2052</b>		
# Registered w/ WESD to homeschool		<b>118</b>	<b>118</b>	<b>122</b>	<b>125</b>	<b>125</b>	<b>123</b>	<b>117</b>	<b>117</b>	<b>113</b>		
# Enrolled in Virtual Charter Schools		<b>84</b>	<b>80</b>	<b>83</b>	<b>86</b>	<b>85</b>	<b>86</b>	<b>86</b>	<b>85</b>	<b>82</b>		
<b>3% of total NSSD student population= 76.2 ~ 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</b>												
Notes												
NSSD receives Preschool Promise Grant monies for preschool grades but does not receive state funding as it does for grades K-12												



North Santiam School District  
**BOARD OF DIRECTORS**

**SCHOOL YEAR ANNUAL AGENDA ITEMS CALENDAR**

Updated 1/2024

**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
  - Teaching & Learning Report
  - Licensed Union Rep. Report
  - City Council Liaison Reports
  - Informational Reports including: field trips, enrollment & upcoming events
3. Consent Agenda: Approval of Meeting Minutes & Licensed Staff Changes
4. First and/or second readings of updates to NSSD board policies
5. Board Reflections/Announcements

**These items will appear as needed but do 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**

According to [ORS 255.335](#), each district board shall hold a regular organizational meeting following the regular district election and not later than the last day of July of that year.

According to [ORS 332.040](#), No later than at the next regular meeting following July 1, the district school board shall meet and organize by electing a chairperson and a vice chairperson from its members.

*During election years when there are no newly elected board members, items 2-6 may be approved in June if the Board chooses to hold a work session in July (no business items) or skip the July meeting all together. During election years when new members are seated, the organizational meeting will occur in July. During non-election years, the meeting can occur in July or August (7/31 deadline does not apply so items don't need to be approved in June)*

**Traditional Location: Santiam Room**

**Annual Agenda Items:**

1. Oath of office for newly elected members
2. Approve Board Goal Strategies for upcoming year (done annually)
3. (Next Applicable in 2023) Approve Board/District Goals – every three years
4. Supt. Evaluation Document Approval
5. Approval of Board Operating Protocol
6. Board members choose their “buddy school”
7. Annual Organizational Agenda Items (list copied from OSBA website)  
*(in an election year, the Annual Organizational Items must be approved before July 31)*

- Elect chair and vice-chair (incumbent chair presides until a successor is elected). No member of the Board may serve as chair more than two years in succession unless the Board approves an extension of this period by a motion in June.
- Designate the following positions:
  - 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.
  - Civil Rights Coordinator
- Designate the 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)
- Designate the Board as the Local Public Contract Review Board as per policy DJC
- Approve contracts for payment (ORS 332.075(2-3) (e.g. transportation contract, contracts related to bond projects)
- Establish depository(ies) for school funds. (ORS 328.441, 294.805-294.895)
- Establish dates, time and place of regular monthly board meetings.
- Appoint members of standing committees
- Appoint board member to participate on the district negotiation team (as board representative)

**Other annual reports or approvals as require by law or per NSSD policy/practice**

- Receive English Learners In Oregon Annual Report (distributed by ODE in June)
- Approve list of low-impact pesticides for use according to the integrated pest management plan ORS 634.705 (5)
- Approve Excise Tax annual adjustment for the upcoming school year
- Approve list of third-party alternative education programs

**Other Activities/Events**

- SummerFest (last Saturday in July)

**August**

**Traditional Location: Santiam Room**

**Regular Session Annual Agenda Items:**

1. Projected Student Enrollment

2. Oaths of Office of newly re-elected members, including any student representatives (if not done in July)

### **Other Activities/Events**

- Leadership Team Goal Workshop (2<sup>nd</sup> week in August)
- OSBA Annual Conference (Salem)
- 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. OSES (Oregon Statewide Educator Survey) Survey Results

### **Other Activities/Events**

- Safe Schools Training on Mandatory Reporting-due to be completed this month
- **National School-Related/Staff Appreciation Days This Month-** I.T. Professionals Day, Arts in Education Week

## October

### **Traditional Location: Santiam Room**

#### **Annual Agenda Items:**

1. Stayton Booster Club Report (projects, membership, etc.) - Club President (may vary depending on status of current projects)
2. Division 22 Report- Director of Teaching & Learning
3. Professional Development Report – Director of Teaching & Learning or designee
4. 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
- **National School-Related/Staff Appreciation Days This Month**-Custodial Workers, School Bus Safety Week, Farm to School Month, Walk to School Day, Coaches Day, School Lunch Week, Red Ribbon Week, Bullying Prevention Month, School Principal Month

## November

### **Traditional Location: Santiam Room**

#### **Annual Agenda Items:**

1. Exit Interview Survey Results (Oct or Nov)- Director of Human Resources
2. OSBA Elections
3. Master Facilities Plan Review and Revisions—Director of Facilities
4. State/District Report Cards-Director of Teaching & Learning (Nov or Dec)
5. TAG Program Report
  - a. Number of Student Identified and the screening process
  - b. Supports/Programs offered

#### **Other Activities/Events**

- OSBA Annual Conference (Portland)
- **National School-Related/Staff Appreciation Days This Month**-School Psychologist Week, School Resource Officer Day, Education Support Professionals Day, Substitute Educators Day

## December

### **Traditional Location: Santiam Room**

#### **Annual Agenda Items:**

1. School Spotlight – Options Academy
2. District-wide AVID Report – District AVID Coordinator
3. Special Education Report - Director of Special Services
  - a. Must include the Abbreviated School Day Notice & Acknowledgement (see ISST)
4. Integrated Guidance Annual Report-Director of Teaching & Learning
5. Superintendent’s Goals/Evaluation Check-in (Exec. Session)

#### **Board Secretary Tasks:**

1. Distribute copies of NSSD audit report to board members so they can review before the January meeting.

#### **Other Activities/Events**

**National School-Related/Staff Appreciation Days This Month**- Special Education Day,

## 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, next due 2025)-Superintendent
4. Audit Review- Director of Business & Fiscal Services (may be joined by rep. from auditing firm)
5. School Board Student Representative Recruitment Strategies
6. Annual report of all pesticide applications from the previous year-IPM Program Coord

#### **Other Activities/Events**

- Classified In-Service Day

#### **Board Secretary Tasks:**

- File notice of district board election, next due 2025 ([see Marion Co Calendar for deadline](#))
- Provide filing information to anyone seeking election/re-election (next due 2025)

## February

### **Traditional Location: Stayton Elementary School**

#### **Annual Agenda Items:**

1. School Spotlight-School Admin
2. Proclamation for Classified Appreciation Week (occurs in March)
3. Integrated Guidance Application Review
4. Approval of Budget Committee Members and Calendar- Director of Business & Fiscal Services
5. Superintendent's Goals/Evaluation Check-in

#### **Other Activities/Events**

- Board members complete annual superintendent evaluation forms
- Licensed In-Service Day
- Stayton Sublimity Chamber of Commerce Awards Banquet (schedule may vary)
- Booster Club Annual Auction
- **National School-Related/Staff Appreciation Days This Month**-School Bus Driver Appreciation Day

## March

**\*Prior to March meeting, the individual scores from the Supt Eval must be compiled so they can be reviewed during the meeting\* - Board Volunteer or Board Secretary**

**Meeting #1 Traditional Location: District Office/Santiam Room**

**Special Session: (first Thursday in March)**

1. Renewal of Contracts (Licensed/Administrative)

**Meeting #2 Traditional Location: Mari-Linn School**

**Regular Session Annual Agenda Items:**

1. School Spotlight-School Admin
2. School Calendar Adoption
3. Review Consolidated Scores on the annual Superintendent Evaluation (Board only/Exec session)
4. Approve Board Chair & Vice-Chair (or designees) to negotiate contract extension on behalf of whole board.

**Board Secretary Tasks:**

- Provide Reminder of Board Elections Filing Due Date (if applicable)
- **National School-Related/Staff Appreciation Days This Month**-Music in our Schools Month and Classified School Employee's Week

**After March Meeting**

The Board Chair and Vice Chair (or designee) review Salary/Benefits comparisons with the Director of Human Resources. Then they review the compiled scores/comments from the evaluation with Superintendent and negotiate the extension of the contract prior to April meeting.

## April

**Traditional Location: Sublimity School**

**Annual Agenda Items:**

1. School Spotlight-School Admin
2. Adopt resolution for Teacher Appreciation Week (first week of May)
3. Review Board Goal Strategies/Schedule work session (if needed) to revise in order to be adopted in July
4. (Next Applicable 2026) Review Board/District Goals and schedule work session (if needed) to revise in order to be adopted in July.
5. Review Supt. Evaluation as a group with the Superintendent (Board only/Exec Session)
6. Approve contract extension of Superintendent

## **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 1<sup>st</sup>.
- **National School-Related/Staff Appreciation Days This Month-** School Library Month, Administrative Professional Day

## May

**\*NSSD Budget Committee traditionally meets in the second week of May\***

**Traditional Location: Stayton High School**

### **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 Director of Business & Fiscal Services
5. Establish the number of student transfer requests into the District for coming year
6. Review results of annual parent survey (if available)

## **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 1<sup>st</sup>.
- **National School-Related/Staff Appreciation Days This Month-**Teacher Appreciation Week, Principal’s Day, School Lunch Hero Day, School Nurse Day, Speech Pathologists Day

## June

**Traditional Location: Santiam Room**

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

Review of Budget Documents/Resolutions: Director of Business & Fiscal Services

### **Regular Session Annual Agenda Items:**

1. Resolutions to adopt budget- Director of Business & Fiscal Services
2. Professional Development Report – Director of Teaching & Learning
3. Annual Restraint & Seclusion Report – Director of Special Programs
4. Acknowledge student reps. for service on the board
5. Select student representative to the school board for following year (June-Aug)