



2024-25 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, Lucas Joyce & Haley Butenschoen

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 Safety, Security and Health Services, Gary Rychard

Director of Facilities, Dave Parsons

Superintendent/School Board Executive Assistant, Tonia Whisman

Regular Session

Thursday, June 20, 2024 ~ 6:00 PM

NSSD District Office/Santiam Room

1155 N 3rd Ave

Stayton, OR 97383

<https://youtube.com/live/IaGGF0JxyDs?feature=share>

1. CALL REGULAR SESSION TO ORDER

6:00-6:05 (all times 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: Erin Cramer

PLEDGE OF ALLEGIANCE: Erin Cramer

2. AGENDA APPROVAL

Changes to the agenda after posting on June 14, 2024 will be acknowledged:

Added Attachments-

- *11.1-05.16.24 meeting minutes-draft
- *12.0-Financial Board Report-May 2024
- *19.2-June 2024 Enrollment Totals 06.05.24

RECOMMENDED MOTION-AGENDA APPROVAL

I move that the Board approve the agenda as modified.

3. STUDENT BUSINESS

6:05-6:15

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

3.1. Activities Report: Lucas Joyce

3.2. Student Rep. Recognition: Erin Cramer

4. 2024-25 STUDENT REP. APPLICATIONS

6:15-6:25

The Board will review the two applications received to be the student representatives to the Board for the 2024-25 school year. (possible motion to approve)

5. CITY COUNCIL LIAISON REPORTS:

6:25-6:40

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

6. SUPERINTENDENT'S REPORT: Lee W. Loving

6:40-6:55

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

7. TEACHING & LEARNING REPORT: Nicole Duncan

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6:55-7:25

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, the curriculum adoption committees will present recommendations for a new math curriculum for grades K-5 and a new English Language Development (ELD) for grades K-12.

Teaching and Learning Board Report June 2024.docx

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7.1. Math Curriculum Recommendation

15

RECOMMENDED MOTION-MATH ADOPTION

Motion that the Board accepts the math committee's recommendation and adopts the math curriculum McGraw Hill: Reveal for grades K-5, and OpenStax: College Algebra.

June Teaching and Learning Math Instructional Materials Adoption Board Presentation

15

7.2. English Language Development	21
RECOMMENDED MOTION-ELD ADOPTION	
<i>Motion that the Board accepts the English Learner committee's recommendation and adopts the English Language Development curriculum Vista Learning: Get Ready! for grades K-3 and HMH: English 3D for grades 4-12.</i>	
EL Instructional Materials Adoption Board Presentation	21

8. LICENSED/CLASSIFIED UNION REPORTS: Union Reps.

7:25-7:30

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

9. BOARD STATEMENT

7:30-7:35

The Board Chair will read a prepared statement on behalf of the entire NSSD board.

10. PUBLIC COMMENT

7:35-7:55

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

7:55-8:00

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	31
The minutes from the previous month's meetings are submitted for Board review and approval.	
05.16.24 Special Session Minutes-DRAFT	31
05.16.24 Regular Session Minutes-DRAFT2	33

11.2. Action: Approval of New Hires	40
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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)

Lindsay Fenton: SUB/Special Ed LRC

Aidan King: SHS/Chemistry

Aiden Littau: SHS/Language Arts

Justin Wison-Gabor: SHS/English

Kyle Hughes: SHS/Advanced Math

Karen Macedo: SES/Special Ed SLP

Amanda Vinson: SUB/Reading Specialist

Jennifer Rowan: DO/TOSA: Special Program Coordinator

Genny Siewell: ML/MS English; was on a temporary contract for 2023-24

Resignations

Sarah Connolly 6/14/2024 SHS Chemistry

Evan Tait 6/14/2024 SHS English; Theater

Maria Paradis 6/14/2024 SMS 4th grade

June 2024 Licensed Staff Report

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11.3. Designations and Authorizations

The Board needs to approve the following designations and authorizations annually according to Oregon State statute:

- Chief Administrative Officer-Lee Loving
- District Clerk-Lee Loving
- Deputy Clerk-Rhonda Allen
- Legal Counsel-Garrett Hemann Robertson PC and WESD
- Official Auditors for School Year- Accuity, LLC
- Budget Officer-Lee Loving
- Custodian of Funds-Rhonda Allen
- Depositor for School Funds-LGIP, Umpqua Bank
- Facsimile Signatures-Lee Loving, Danielle Blackwell and Rhonda Allen
- Inter-Fund Borrowing Within Fiscal Year-Rhonda Allen

11.4. Grant and Consolidated Sub-Grant Authorizations

The Board needs to approve the following authorizations annually according to Oregon State statute.

These grants include the following but are not limited to:

- Title/ESEA Grant Applications
- NCLB/eCIP Consolidated Grant Applications
- Integrated Guidance Grant Applications
- All State and Federal Grant Applications
- All Non-Profit Grant Applications

11.5. Annual Restraint/Seclusion Report

41

According to policy JGAB, an annual report of the use of restraint and seclusion during the preceding school year shall be submitted to ODE and the Board as well as posted to the district website.

2023-24 NSSD Restraint-Seclusion Report	41
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11.6. Title IA Compliance	42
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In compliance with policy IGBC, federal law and the Oregon Department of Education guidelines, the district shall meet with parents and families to provide information regarding their school's participation in the Title IA program and its requirements.

Special Programs June Report 2023-24	42
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11.7. 2024-25 School Meal Prices	43
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2024-2025 NSSD Second Meal pricing	43
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11.8. Annual Pesticide Product List	44
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According to ORS 634.705 (5), the governing body of a school district shall adopt a list of low-impact pesticides for use with its integrated pest management plan. The list of products has been included as an attachment to this agenda item.

Low Impact Pesticide List NSSD-Product29J 24-25	44
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11.9. 2024-25 NSSD Board Regular Session Meeting Calendar	45
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Boards must approve their annual Regular Session Meeting Calendar.

2024-25 Board Calendar 6.20.24	45
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11.10. Action on Consent Agenda	
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RECOMMENDED MOTION-CONSENT AGENDA

Motion that the Board approve the Consent Agenda as {presented} {modified}.

12. <u>FINANCIAL REPORT & EXCISE TAX ANNUAL ADJUSTMENT</u>	46
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8:00-8:05

****The monthly financial report was inadvertently omitted from the agenda when it was posted. It was inserted into the agenda prior to the motion for the excise tax****

As part of the annual designations, the Board must accept the new excise tax rate each year as stipulated by the Oregon Dept. of Revenue (SB 1036).

RECOMMENDED MOTION-EXCISE TAX

NOW THEREFORE BE IT RESOLVED that the North Santiam School District Board approves the Construction Tax Increases as published by the Oregon Department of Revenue for 2024-25, at \$1.63 per square foot for residential and \$.82 per square foot for non-residential. The Non-Residential maximum per building permit is \$40,800.

Financial Board Report_May2024	46
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Excise Tax Resolution_062024D.docx	63
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13. GASB 54 DESIGNATIONS

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8:05-8:10

GASB 54 requires fund balances to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

RECOMMENDED MOTION-GASB 54

NOW, THEREFORE, BE IT RESOLVED the Board of Directors for North Santiam School District 29J hereby makes designations of 2023-2024 ending fund balances, as stipulated in **Resolution 062024C, in accordance with GASB 54.**

Resolution GASB 54_062024C.docx

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14. NSSD 2024-25 BUDGET ADOPTION: Rhonda Allen

66

8:10-8:15

The Director of Business & Fiscal Services will be reviewing the budget information and motions during the NSSD Budget Hearing (5:30 pm) that precedes this Regular Session. The Budget Committee voted on May 9, 2024, to approve the 2024-25 budget, which is now presented to the Board of Directors for adoption.

RECOMMENDED MOTIONS-ADOPTION OF THE 2024-25 BUDGET

MOTION-Resolution 062024A

BE IT RESOLVED that the Board of Directors of the North Santiam School District 29J hereby adopts the budget for the fiscal year 2024-2025 in the sum of \$57,003,249.

MOTION-Resolution 062024B

BE IT RESOLVED that the Board of Directors of the North Santiam School District 29J hereby imposes the taxes provided for in the recommended budget:

At the rate per \$1,000 of the assessed value of \$4.3973 for operations;

In the amount of \$2,202,000 for debt service on general obligation bonds.

Resolution Adopting Budget_062024A

66

Resolution Imposing Taxes_062024B

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15. POLICY UPDATES/SECOND READING

69

8:15-8:30

These policies were presented for a first reading and are now presented for a second reading and possible adoption. The name in parentheses is the board member who was tasked with introducing the policy.

AC- Nondiscrimination (Erin)

EBC/EBCA (delete)-Emergency Procedures & Disaster Plans

>replace with: BC-Emergency Plans & First Aid and EBCA-Safety Threats (Coral)

GBN/JBA- Sexual Harassment (Mark)

IGBAF-Special Education - Individualized Education Program (IEP) (Supt Loving)

IGBAG-Special Education-Procedural Safeguards (Supt Loving)

JBAA-Section 504-Students (Supt Loving)

AC - Nondiscrimination 5.16.24

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EBC_EBCA -delete-Emergency Procedures & Disaster Plans 5.16.24	71
EBC -Emergency Plan and First Aid 05.16.24	72
EBCA -Safety Threats 5.16.24	73
GBN_JBA -Sexual Harassment 05.16.24	74
IGBAF-Special Education-Individualized Education Program IEP 5.16.24	83
IGBAG Special Education - Procedural Safeguards 5.16.24	84
JBAA Section 504 – Students 5.16.24	87

16. POLICY UPDATES/FIRST READING **88**

8:30-8:50

These policy edits were recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They are presented for a first reading and will be brought back in the following month for a second reading and possible adoption.

CBG - Evaluation of the Superintendent (Alisha)

CCG- Evaluation of Administrators (Alisha)

EBBB- Injury/Illness Reports (Coral)

GBNAB/JHFE-Suspected Abuse of a Child Reporting Requirements (Mackenzie)

CBG -Eval of Supt. 6.20.24 88

CCG Eval of Administrators 6.20.24 90

EBBB Injury or Illness Reports 6.20.24 93

GBNAB_JHFE- Suspected Abuse of a Child, Reporting 6.20.24 95

17. ADMINISTRATIVE REGULATION UPDATES **99**

8:50-8:55

Administrative Regulations (identified with an -AR) are detailed directions, based upon board policies, governing the operation of schools and do not require board approval. The edits were either recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service or by NSSD staff to bring the AR into alignment with current practices.

GBNAB/JHFE-AR1 - Reporting of Suspected Abuse of a Child

GBNAB_JHFE-AR -Reporting of Suspected Abuse of a Child 6.20.24 99

18. BOARD REFLECTIONS/ANNOUNCEMENTS

8:55-9:05

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:

19. INFORMATION ONLY

9:05-9:10

19.1. Field Trip Report: 103

A list of the field trips taken and/or scheduled since the start of the school year has been included.
June 2024 Fieldtrips Board Report 103

19.2. Student Enrollment: 117

Enrollment as of 6/5/24 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: 351

Stayton Elementary: 355

Stayton Intermediate/Middle: 433

Stayton High: 606

Locust Street Academy: 36

Stayton Virtual Academy: 76

Total: 2016

June 2024 Enrollment Totals 6.05.24 117

19.3. Future Agenda Items: 119

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 01.24 119

19.4. Upcoming Board Events & Activities:

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

June 24, 2024- Special Work Session Board Meeting
6:00 pm ~ District Office/Santiam Meeting Room

July 8, 2024- Special Work Session Board Meeting
6:00 pm ~ District Office/Santiam Meeting Room

July 28, 2024 - SummerFest

August 7, 2024 - NSSD Leadership Team Goals Workshop

August 9-11, 2024 - OSBA Summer Board Conference
Salem Convention Center

20. NOMINATIONS FOR 2024-25 BOARD CHAIR & VICE-CHAIR

9:10-9:20

No later than the next meeting following July 1, the Board will elect a chair and vice chair to serve for one year.

20.1. Board Chair Nominations/Vote

Board Chair declares that nominations are open for the Board Chair for 2024-2025.

Note: a second is NOT required for nominations

Nomination: _____ By: _____

Nomination: _____ By: _____

Board Chair offers last call for nominations.

Upon hearing none, the Board Chair declares nominations closed.

Board Chair calls for each board member to cast one vote either by roll call or paper ballot.

(If using roll call)

All those in favor of nominee #1 -

All those in favor of nominee #2 - (if applicable)

All those in favor of nominee #3 - (if applicable)

Assuming that one member has received a majority of the votes, the Board Chair for 2024-25 is announced.

20.2. Vice-Chair Nominations/Vote

Board Chair declares that nominations are open for the Board Vice-Chair for 2024-2025.

Note: a second is NOT required for nominations

Nomination: _____ By: _____

Nomination: _____ By: _____

Board Chair offers last call for nominations.

Upon hearing none, the Board Chair declares nominations closed.

Board Chair calls for each board member to cast one vote either by roll call or paper ballot.

(If using roll call)

All those in favor of nominee #1 -

All those in favor of nominee #2 - (if applicable)

All those in favor of nominee #3 - (if applicable)

Assuming that one member has received a majority of the votes, the Board Vice-Chair for 2024-25 is announced.

21. RECESS INTO EXECUTIVE SESSION-ORS 192.660(2)(i)

9:20-9:30

The Board will enter into Executive Session under ORS 192.660(2)(i) for the annual evaluation of the performance of the superintendent. This portion of the meeting is not open to the public.

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. No board action may be made in executive

session. At the end of the executive session, they will return to open session and welcome the audience back into the room and turn the sound back on for those online.

22. RECONVENE TO OPEN SESSION

23. APPROVAL OF SUPERINTENDENT CONTRACT

9:30-9:35

24. ADJOURN

9:35 (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.



North Santiam School District 29J

Serving Lyons, Mehama, Stayton, and Sublimity
 "We Change Kids' Lives"

Teaching and Learning Board Report June 20, 2024

Items for Board Approval:

Mathematics Instructional Materials Adoption

The Math Committee in our district has conducted a comprehensive review of K-12 mathematics instructional materials. Our district review team, consisting of teachers, building principals, and specialists, has identified the top programs for K-5 and ensured that these programs comply with Oregon content standards, support quality instructional practices, and encourage student engagement in learning.

K-5 Recommendations:

- McGraw Hill: Reveal Math

6-12 Recommendations - Independent Adoptions -

- College Algebra (aligns with WP class and WOU)
 - OpenStax - College Algebra

Budget:

FINAL QUOTES w/shipping

K-5 McGraw Hill: Reveal	\$154,414.91
PD (in-person training) *comped	\$3500
Total Cost All	\$154,414.91

**Updated

6-8 McGraw Hill: Reveal	\$86,904.49	Actual: \$58,622.28
9-12 McGraw Hill: Reveal	\$168,555.21	Actual: \$66,153.48
Total Materials w/ Shipping	\$255,459.71	\$128,294.61
PD (in-person training)comped	\$7000	0
Total Cost All	\$262,459.71	\$ 128,294.61

***McGraw Hill has comped all of the teacher support materials and supplies, reducing the cost of each program. This will allow us to purchase additional calculators and fluency kits for teachers.*

The math committee requests that the North Santiam School Board approve the adoption of McGraw Hill: Reveal for grades K-5 and OpenStax: College Algebra for grades 9-12.

Updates:

Gratitude

At the end of each school year, our department takes the time to reflect on how we can better support our staff in their efforts to help our students. This year has been particularly challenging for our teachers and support staff. In the teaching and learning department, our goal is to provide exceptional support for our staff, respond to their needs in a caring and timely manner, and align our efforts with the district's goals. We are incredibly grateful for the amazing support staff in our department, and I want to extend our sincere thanks to **Delana Carter**, **Sara Silbernagel**, and **Rebecca Keown**. Their combined efforts to organize meetings, assist with our transition to Synergy, ensure that teachers have the resources they need in their classrooms, and coordinate professional development activities have been outstanding.

New Staff Academy - David Holcomb

This year 15 new staff members participated in our year-long professional development program. Learning centered on the 4 Habits of Powerful Teaching & Learning supporting all students to reach their full academic potential. We want to give a special shout-out to our new staff and the work they did to connect with and support their students!

We received great feedback from our new, certified, and classified staff on how we can better resource and support our educators in the future.

We are celebrating the following:

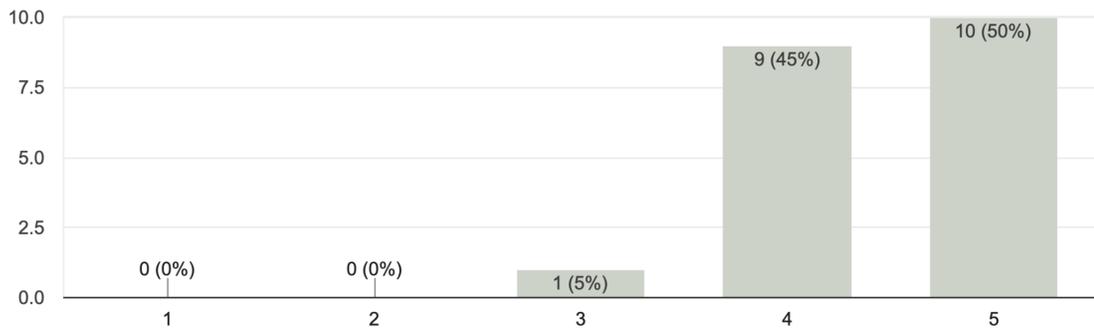
- 91.7% of new staff found professional development (new staff forums, in-service, workshops, or book studies) effective at supporting their professional growth.
- 91.7% of new staff participated in Learning Walks that supported their instruction.
- 95% of participants in after-school professional learning (classes, book studies, and workshops) found the learning effective at supporting their instruction.

We are listening and learning from the following staff feedback:

- Staff want us to align and integrate our professional learning (in-service, after-school offerings, and district in-service) to focus on our instructional practices through BERC, AVID, and PLCs.
- Staff want us to support students through the SEL curriculum & mental health support.
- Staff want us to continue supporting new staff beyond their first year in the district.
- Staff want us to provide additional after-school professional learning opportunities.

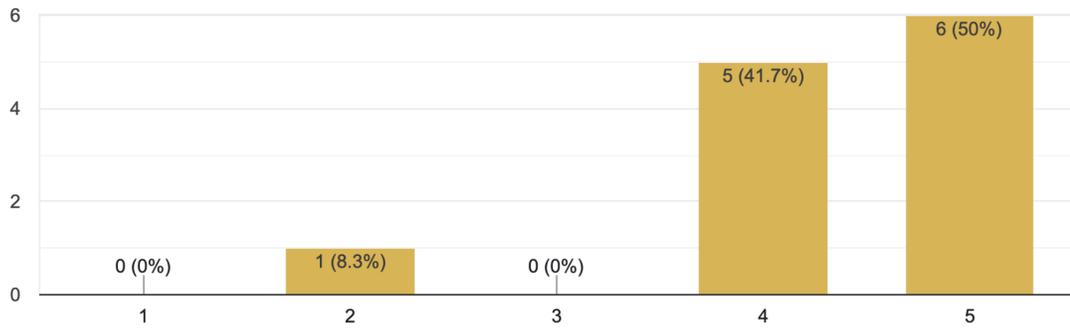
I can apply my new knowledge in my classroom and/or work setting.

20 responses



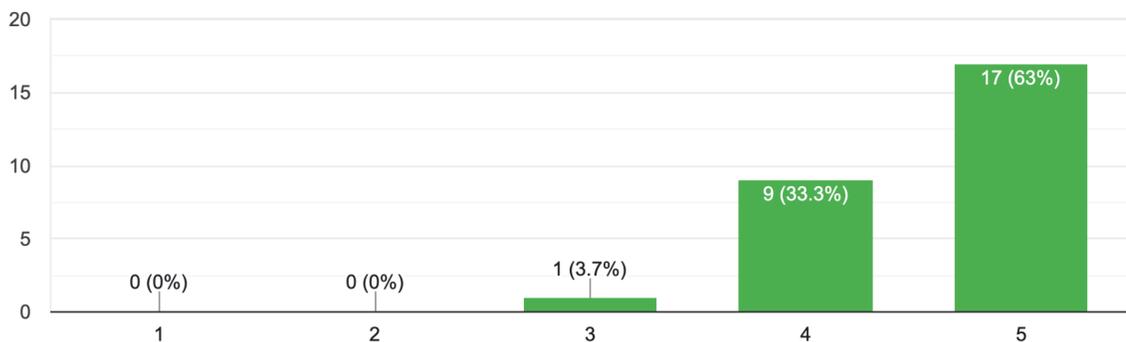
Rate the effectiveness of the support you are currently receiving from Teaching & Learning Staff (Curriculum, Instruction, AVID, and Professional Development).

12 responses



Presenter(s) modeled 4 Habits of Teaching & Learning and effective teaching practices.

27 responses



Summer Learning Opportunities

Kids Read Now (K-3):

To receive the Early Literacy Grant, it is required to provide extended learning opportunities for kindergarten through 2nd grade students. Our district understands the significance of summer reading at home and has collaborated with Kids Read Now for a reading program to enhance our summer literacy efforts. Students have chosen books through the program they will receive at home during the summer. Families can monitor student progress using the KRN app. *This opportunity is Funded by the Early Literacy Grant.*

Summer Bridge Algebra Readiness Course (9th Grade):

This is the fifth summer we offer an exciting and interactive math program designed to make learning advanced math concepts fun and engaging. Successful completion may allow students to advance from Pre-Algebra to Algebra 1. Starting Algebra 1 as a freshman maximizes educational opportunities, including preparing for university and staying on track for graduation. The course is instructed by Wayne Lindsey and runs from July 15 to July 25. *This opportunity is funded by the High School Success Grant.*

Camp 9 (9th Grade):

Camp 9 is a program designed to help incoming 9th-grade students who will benefit from transitional activities that prepare them for the high school experience and cultivate a sense of belonging and community among students from three different middle schools. Approximately 85 students will be invited to attend based on specific criteria. The curriculum includes instruction on high school readiness skills, and the students will go on three field trips to promote unity among students. This camp is facilitated by five educators and will be held Monday, August 12 through August 22 (Fridays are off). 9am-1pm. *This opportunity is funded by the High School Success Grant.*

Link to Teaching and Learning Staff Newsletter <https://secure.smore.com/n/xygj1>



Mathematics Instructional Materials Adoption Process and Recommendations - Part 2

NSSD School Board Presentation

¹⁵ June 20, 2024

Committee Members



SES: Ashley Mitchell (SpEd), Kim Rorman, Alli Hill

ML: Yara Coblentz, Renee Gilbreth, Chris Schlievert

SUB: Kaycee Arase, John King, Paulie Lime

SIS/SMS: Maria Paradis, Jennifer Upchurch, Wayne Lindsey, Bryan King (SpEd)

SHS: Jennifer Stutzman, Kyle Hughes, Melissa Robertson

Recommendation K-5 Critical Factors

→ The K-5 Committee team recommends

Publisher: McGraw-Hill

Program Title: Reveal

→ Here are 3-5 key reasons why the team is selecting this curriculum versus the other:

- ◆ **Flexibility:** Curriculum can be adapted to fit the teacher's preferred instructional style and address the specific learning needs of their students.
- ◆ **Differentiation:** Instruction can be tailored to meet the diverse learning styles and needs of all students.
- ◆ **Special Education Support:** Targeted supports and accommodations are provided to ensure students with Special Education Needs can fully participate and succeed.
- ◆ **Aligns with District Initiatives:** Supports AVID and BERC instructional practices.
- ◆ **Promotes Fluency and Discussion:** Integrates math talks, number sense activities, and other fluency exercises to deepen understanding and encourage student discourse.

Recommendation 9-12

→ The 9-12 Committee team recommends

Publisher: Open Stax

Program Title: College Algebra

→ Here are 3-5 key reasons why the team is selecting this curriculum versus the other:

- ◆ **Supports WOU/WP Credit and Learner Outcomes:** Curriculum aligns with Western Oregon University (WOU) standards and learning objectives, ensuring students can successfully complete the course and earn transferable credit.
- ◆ **Adaptable to Diverse Learning Styles:** Offers instructors the flexibility to customize the curriculum, select specific content modules, and integrate supplemental resources to cater to various learning styles and student needs.

Estimated Costs



Grade Level	Cost of Programming + Shipping <i>(as of 05/2024)</i> <small>**600,000 budget for K-12 adoption</small>
K- 5: Reveal	\$154,414.91
6-12: Reveal	\$128,294.61
Total:	\$282, 709.16

¹⁹ McGraw Hill is providing all Professional Training and Teacher materials at no cost. This has allowed us to use designated funding to buy resources for teachers to help implement the math materials next year, including calculators/storage, interactive notebook materials, and math fact fluency kits.

Recommendation



- **The Math committee is asking for the board to approve the adoption of**
 - K-5 McGraw Hill: Reveal
 - 9-12 OpenStax

English Language Instructional Materials Adoption Process and Recommendations

NSSD School Board Presentation
June 20, 2024

Committee Members

SES: Cameron Johnson, Shealon Cooper

SIS/SMS: Tamra Southerton

SHS: Elijah Neves

District Process Timeline

Team builds foundational knowledge about new standards and laws

Materials in buildings for peer and public review

Materials ordered and in classroom by Fall of 2024



Teams screen Instructional Materials digital and physical

Select materials and present to community & School Board

Oregon Educational Goals (ORS 329.015)



FOCUS

Provide students with the **skills necessary** to pursue learning throughout their lives in an ever-changing world. (ORS 329.015(2)(a))



ENGAGEMENT

Provide an environment that **motivates students** to have experience in applying knowledge and skills and demonstrating achievement. (ORS 329.015(2)(b))



PATHWAYS

Equip students with the academic and career skills and information necessary to **pursue the future of their choice**. (ORS 329.015(2)(a))



BELONGING

Provide an environment that motivates students to pursue serious scholarship. (ORS 329.015(2)(b))

NSSD Criteria

Content	Student Engagement	Assessment/Measuring Progress
<ul style="list-style-type: none"> ❑ Teacher Access: Instructional materials are organized, defined timing/pacing of lessons,intuitive and easy to use and teachers can revise materials ❑ The instructional materials offers an EXPLICIT strategy for teachers to approach topics in a culturally responsive and objective manner. ❑ The instructional materials includes school to home connections (a way to communicate with parents) ❑ Offers professional development supports ❑ ²⁵Aligned to standards, and best practices (BERC, AVID) 	<ul style="list-style-type: none"> ❑ The instructional materials offers multi-media options, journals and/or different ways for students to access information. It is not just a textbook. ❑ Differentiated supports that span the levels of English learners. ❑ Leveled reading options ❑ The instructional materials offer opportunity for student choice/voice. ❑ The scenarios/stories to engage students are authentic, relatable, accurate and age appropriate. ❑ Curricula is accessible in print, digitally and on multiple devices 	<ul style="list-style-type: none"> ❑ Assessments are varied (formative and summative) and connected to the standards. ❑ Provide multiple opportunities for student to review and revisit material as needed ❑ Monitors students progress ❑ The instructional materials provide remedial support. ❑ Assessments align with the ELPA Scoring Rubric

Recommendation K-3 Critical Factors

- The K-3 Committee team recommends
 - Publisher: Vista Learning**
 - Program Title: Get Ready**
- Here are 3-5 key reasons why the team is selecting this curriculum versus the other:
 - Organized by Domains
 - Variety of Cultures and Languages represented
 - Decodable Readers
 - Strong Teacher Supports
 - Opportunity for oral practice
 - HMH materials at this level will not be available until the Fall

Recommendation 4-12 Critical Factors

- The 4-12 Committee team recommends
Publisher: HMH
Program Title: English 3D
- Here are key reasons why the team is selecting this curriculum versus the other:
 - **Consistency with our current ELA curriculum materials students will not have to learn another platform and can move from one to the other more easily**
 - **Videos and student engagement materials are age appropriate**
 - **Content materials are available**
 - **Specific newcomer materials**
 - **Strong training availability**

Next Critical Steps

- Collaborate with teachers to develop **professional learning** and implementation plan on instructional materials, best teaching practices, and equitable access.
- Create a scope and sequence/pacing guide of instruction using the new materials.
- Create vertical articulation for each level. The documents will support skills and instructional coherence across the program offered K-12.

Estimated Costs

Grade Level	Cost of Programming + Shipping <i>(as of 05/2024)</i>
K-3 (43 students) Vista Get Ready	\$28,217.84 with discounts and shipping
4-12 (83 students) HMH English 3D	\$74,981.02 with discounts and shipping
Total:	\$103,198.86

Recommendation

- **The English Learner committee is asking for the board to approve the adoption of**
 - K-3 Vista Learning: **Get Ready!**
 - 4-8 HMH: **English 3D**
 - 9-12 HMH: **English 3D**



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
Director of Special Programs, Jeri Harbison
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

Access to the agenda and meeting materials can be located on the District website at www.nssd29j.org > [Board of Directors](#) > [Agendas/Meeting Minutes](#)

Thursday, May 16, 2024 Special Session
Stayton High School Library, 757 W Locust St, Stayton, OR 97383 ~ 4:00 PM
https://www.youtube.com/live/O4Vof2mjWRM?si=3xb4PsS_5Fo-CMW3

**technical difficulties caused a recording of the meeting to begin playing over (and on top of) the live recording for approximately 20 minutes*

MINUTES - DRAFT

1. CALL SPECIAL SESSION TO ORDER

The Board Chair called the meeting to order at 4:06 pm. He acknowledged that Mark Henderson, Coral Ford and Laura Wipper were present and that Mike Wagner was attending virtually. He also noted that Alisha Oliver was absent with notice and Mackenzie Strawn was expected to arrive late.

2. AGENDA APPROVAL

There were no changes to the agenda after posting on May 10, 2024.

MOTION-AGENDA APPROVAL

Motion that the Board approve the agenda as modified.

Motion Made By: Coral Ford

Vote: 5-0

3. EQUITY COLLABORATIVE PRESENTATION

Session #4 of #4: NSSD staff members joined Jessica Gammell from the Equity Collaborative to share their experiences and learning from the sessions over the past three years. *Staff members included: Nicole Duncan, Elijah Neves, Maria Paradis, Morgan Fredricks, Kristi Fleming, Gina Rooney, and Scott Hawkins. They spoke about creating safe spaces for dialogue, empowering staff and students, and measuring the impact of cross-site collaboration. They shared their experiences and perspectives on creating a supportive learning environment for all students, particularly those who may feel marginalized or excluded. Some described their initial skepticism and how they came to understand the importance of the work through their interactions with students.

*These staff members were present to represent the NSSD Equity Collaborative Leadership Team, which consists of additional staff members, including Christi Robinson, Sarah Connolly, Brad Emmert, Joseph Traeger, Vicky Storey, Tamra Southerton, Matt Olson, Mike Proctor, Alli Hill, Lena Mahurin, Ashley Mitchell, Wendy Moore, Sophia Duerst, Uli Sparks, and Ryan Westenskow. They meet directly with the Equity Collaborative and then share their learning with their buildings.

The presentation can be viewed at the link on page 1. However, technical difficulties caused a recording of the meeting to begin playing over (and on top of) the live recording for approximately 20 minutes.

Mackenzie Strawn arrived at 4:37 pm

4. RECESS INTO EXECUTIVE SESSION PER ORS 192.660 (2)(i)

The Board of Directors recessed into executive session at 5:27 pm pursuant to ORS 192.660(2)(i) -To review and evaluate the employment-related performance of the chief executive officer of any public body. Representatives of the news media and designated staff shall be allowed to attend the executive session. 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.

5. RECONVENE TO OPEN SESSION

The Board Chair reconvened the meeting at 5:36 pm.

6. ADJOURN

The Board Chair adjourned the meeting at 5:36 pm.

EQUAL OPPORTUNITY EMPLOYER



2023-24 Board of Directors

Board Chair, Erin Cramer **Board Vice-Chair**, Mackenzie Strawn
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Thursday, May 16, 2024 Regular Session
Stayton High School Library, 757 W Locust St, Stayton, OR 97383 ~ 6:00 PM
<https://www.youtube.com/live/CqBtzxhAQcY?si=i4IJZ5BMtDsbLSfg>

MINUTES - DRAFT

1. CALL REGULAR SESSION TO ORDER

The Board Chair called the meeting to order at 6:00 pm and noted that Alisha Oliver was absent with notice and that Mike Wagner was attending virtually. He then led everyone in the pledge of allegiance.

2. AGENDA APPROVAL

Changes to the agenda after posting on May 10, 2024, were acknowledged:

Added Attachments-

- 6.0- Math Instructional Materials Adoption Board Presentation
- 8.0- Facilities Board Report May 2024
- 17.0- 2024-05-16 Strategic Plan Status Report
- 19.2- May 2024 Enrollment Totals 05.09.24

Removed Agenda Items-

- 13.0 (prev)- Board Statement

Item 4.0 was moved to occur prior to 3.3 to allow the Student Rep. to attend an athletic event.

MOTION-AGENDA APPROVAL

Motion that the Board approve the agenda as modified.

Motion Made By: Mackenzie Strawn

Vote: 6-0

3. SPOTLIGHT

3.1. Santiam Award: Erin Cramer

Board Chair Erin Cramer presented Diego Salinas with the Santiam Award for his selection as the Stayton Rotary 2024 Future First Citizen. The Santiam Award is presented to students or staff for outstanding accomplishments in citizenship, work, or education. Recipients have their name added to a plaque in the NSSD Santiam Meeting Room.

3.2. Valedictorians/Salutatorian: Vicky Storey

The Class of 2024 Valedictorians and Salutatorian were honored.

Valedictorians:

Gavin Criswell

Christine McCants

Molly Schotthoefer

Aunika Thiessen

Salutatorian:

David Trott

3.3 Stayton High School: Vicky Storey

Principal Vicky Storey was joined by students and staff to share their experiences while working with the Equity Collaborative. Principal Storey summarized some data from student and staff feedback. Initial review indicates an increase in students reporting a sense of psychological safety and belonging. There is also evidence that there is a 12% higher rate of student collaboration in classes compared to neighboring schools, which she linked to the school's teaching strategies.

She then introduced the following students who spoke about a new initiative called Stayton 7, which has been happening this school year in partnership with the Equity Collaborative: Mackenzie Grimes, Timothy Bishop, CJ Kinney, Brooke Marxer, Piper Monninger, Kaylee Kuiken, Raelee Fuller, Janie Dustin and Makaila Allen. These students spoke on behalf of the entire group which includes approximately 45 students.

They explained the seven strategies they believe can help improve the learning environment at SHS. They explained why they chose them and examples of what they may look like in the classroom. Their presentation can be viewed under this agenda item via the link below. The meeting can also be viewed at the YouTube link listed on page 1 of this document.

[SHS Board Spotlight 2024](#)

4. STUDENT BUSINESS: Benjamin Perez/Lucas Joyce

Lucas was absent due to a school sporting event. Highlights from Benjamin's report included recaps of prom, Future Eagle Night and Teacher Appreciation Week and upcoming events such as Homegoing week. He also spoke about ASB advisors visiting the middle schools to speak to incoming freshman about the class and opportunities for them to be involved.

In addition, he introduced a new activity for seniors which involved students decorating a yard sign with their future plans. The signs are displayed in front of the school entrance.

Lastly, he recapped the spring season of co-curricular activities.

5. SUPERINTENDENT'S REPORT: Lee W. Loving

Key points included:

- The district will convert its Learning Management System from Canvas to Google Classroom starting in the 24-25 school year. In addition to syncing with all other Google programs used throughout the district, this will result in significant cost savings. Teachers will have additional support available to make the transition.
- The safety/protective glass project is moving forward. Mr. Rychard is currently gathering quotes.
- 35 of the 38 seats the district pays for at the Willamette Career Academy are full for 24-25. The programs include cosmetology, health services, diesel mechanic, manufacturing, construction, technology and, new for 24-25, dental services. There are waiting lists for a couple of the programs, and the district is pursuing options to trade with other districts where possible.
- Staff Inservice Week and Professional Development days are being reimaged. There is a desire to both provide adequate time in August for teachers to prepare their classrooms and lesson plans and also provide opportunities for staff to connect with each other for support and inspiration. They also seek to create a connection between the learning opportunities (for staff) between the Professional Development days in August, October, and January.
- Growth Surveys have been sent to all staff by Supt. Loving, to building staff by Principals and to students in grades 6-12 by teachers. These are meant for personal reflection and growth in effective practices and won't be used in an evaluative manner by superiors.

6. TEACHING & LEARNING REPORT: Nicole Duncan

The Director of Teaching & Learning, Nicole Duncan, was joined by Wayne Lindsey, Jennifer Stutzman, Maria Paradis, and Jennifer Upchurch to represent their fellow committee members and share the process they utilized to select a math curriculum for grades 6-12 and how they eventually chose *McGraw Hill: Reveal*. The recommendation for grades K-5 is still pending. Their presentation can be viewed under this agenda item via the link below. The meeting can also be viewed at the YouTube link listed on page 1 of this document.

Attachments

Teaching and Learning Board Report May 2024.docx
Math Instructional Materials Adoption Board Presentation

7. PUBLIC COMMENT ON MATH CURRICULUM

There was no public comment.

8. POSSIBLE ACTION ON MATH CURRICULUM ADOPTION

The Board approved a motion to adopt a new Math curriculum from McGraw Hill, as presented in agenda item 6, at an estimated cost of \$255,459.71.

MOTION-CURRICULUM

Motion that the Board accepts the recommendation of the curriculum adoption committee and adopts the new McGraw Hill: Reveal curriculum for grades 6-12 as presented, to be implemented starting in the 2024-25 school year.

Motion Made By: Coral Ford

Vote: 5-0, motion passed (Mike Wagner's vote not verified)

9. BUSINESS & FISCAL SERVICES REPORT: Rhonda Allen

The monthly financial report from the Director of Business & Fiscal Services, Rhonda Allen, included 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 included the actual revenues and expenditures from July 1, 2023, through April 30, 2024, and projections through June 30, 2024. The estimated General Fund Ending Fund Balance is \$4,962,989. Contingency and Unappropriated Ending Fund Balance equal \$2,015,662 of the Fund Balance total. Her report can be viewed under this agenda item via the link below. The meeting can also be viewed at the YouTube link listed on page 1 of this document.

[Financial Board Report April2024](#)

10. FACILITIES REPORT: Dave Parsons

The Director of Facilities provided a list of department projects from this year as well as projects planned for the summer. His presentation can be viewed under this agenda item via the link below. The meeting can also be viewed at the YouTube link listed on page 1 of this document.

[Facilities Board Report May 2024](#)

11. LICENSED/CLASSIFIED UNION REPORTS: Union Reps.

Paulie Lime was present and noted the Licensed Union has disbursed \$5,000 in scholarships to students and \$1,000 in grants to teachers. The student scholarships were presented to Allison Worcester, Dulce Navarro, Bethany Wagar, Gavin Jackson, McKenna Washburn and Haven Blades. The teacher grants were used for flexible seating in classrooms. It was noted that teachers would like to see seating options be factored into facility spending (along with regular desk chairs).

She expressed appreciation for the monthly meetings the Licensed Union Reps. have with Supt. Loving and the Director of HR, Danielle Blackwell. She also noted that staff are very thankful for the financial security of NSSD as they see teachers in surrounding districts lose their jobs or get reassigned.

12. CITY COUNCIL LIAISON REPORTS:

Stayton: David Patty (not present)

Sublimity: Tass Morrison/Michael Taylor

- Work on the new water tower continues
- The city has been able to secure a piece of property that will allow them to add a section of road to connect Starr and Crest streets which should make for safer passage for students traveling to/from school. They hope to be able to add blinking lights or some other indicator as well.

Lyons: Mike Wagner

- He is attending a meeting the following day regarding the Safe Routes to School grant in Lyons.

13. PUBLIC COMMENT

Michael Taylor- expressed appreciation for the CANVAS system as it provided him access to what his students are learning in their classes and hopes its replacement will offer the same opportunity.

The Board Chair called for a 5-minute recess from 8:25-8:30 pm.

14. CONSENT AGENDA

Attachments for the following items can be found under this agenda item via this link: [5/16/24](#).

14.1. Action: Approval of Meeting Minutes

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

14.2. Action: Approval of New Hires

Changes in licensed staff since the last board meeting were included with only new hires requiring board approval.

New Hires (Board Action Required)

Tara McCafferty-SUB/1/2 time PE
Kaci Paffhausen-SMS/5th grade
Joanna Henderson-SES/1/2 time 1st grade (job share)
Meghan Smatlan-SES/Behavior Specialist
Casey Furuya-SMS/6th grade Science
Erin Yant-SUB/Reading Specialist
Kendra Gillette-SUB/Elementary
Sydney Martindale-SMS/5th grade
Camille Hand-SUB/Elementary

Resignations

Charles Carter

14.3. *Action: Approval of Consent Agenda*

MOTION-CONSENT AGENDA

Motion that the Board approve the Consent Agenda as presented.

Motion Made By: Laura Whipper

Vote: 5-0, motion passed (Mike Wagner's vote not verified)

15. POLICY UPDATES/FIRST READING

These policy edits were recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They were presented for a first reading and presented the following month for a second reading and possible adoption. The name in parentheses is the board member who was tasked with introducing the policy.

AC- Nondiscrimination (Erin)

EBC/EBCA (delete)-Emergency Procedures & Disaster Plans

>replace with: BC-Emergency Plans & First Aid and EBCA-Safety Threats (Coral)

GBN/JBA- Sexual Harassment (Mark)

IGBAF-Special Education - Individualized Education Program (IEP)

IGBAG-Special Education-Procedural Safeguards

JBAA-Section 504-Students

There were some clarifying questions about how students qualify for an IEP and how staff might have access to IEPs as stipulated in IGBAF.

Attachments

AC - Nondiscrimination 5.16.24

EBC_EBCA -delete-Emergency Procedures & Disaster Plans 5.16.24

EBC -Emergency Plan and First Aid 05.16.24

EBCA -Safety Threats 5.16.24

GBN_JBA -Sexual Harassment 05.16.24

IGBAF-Special Education-Individualized Education Program IEP 5.16.24

IGBAG Special Education - Procedural Safeguards 5.16.24

JBAA Section 504 – Students 5.16.24

16. 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. The edits were either recommended by the Oregon School Boards Assoc. (OSBA) as part of their Policy Plus service or by NSSD staff to bring the AR into alignment with current practices.

IGBAF-AR-Special Education: Individualized Education Program (IEP)

JBAA-AR- Section 504-Students

Attachments

IGBAF-AR -Special Education Individualized Education Program_ IEP 5.16.24

JBAA-AR -Section 504 Students 5.16.24

17. WESD LOCAL SERVICE PLAN: Supt. Loving

Supt. Loving reviewed the services purchased by NSSD for the upcoming school year from the WESD (Willamette Education Service District). The list of services can be viewed under this agenda item via the link below.

There was a clarifying discussion regarding dual credit options (high school & college) earned through the Willamette Promise program. It was also noted there may be some translation services available through the state of Oregon's Dept. of Administrative Services.

[North Santiam School District 29J LSP- IGA 2024-25](#)

18. STRATEGIC PLANNING UPDATE: Laura Wipper/Alisha Oliver

The board plans to meet for special work sessions on June 10 and June 24, 2024 to review and disseminate the data collected by Laura Wipper and Alisha Oliver. If a third meeting is needed, July 8 was identified as a potential date. Their report can be viewed under this agenda item via the link below. The meeting can also be viewed at the YouTube link listed on page 1 of this document.

[2024-05-16 Strategic Plan Status Report](#)

19. 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:

- appreciation that the district has provided Narcan for all the MidCo. buses
- support for pursuing savings opportunities available through Energy Trust
- Coral, Lee, and Tonia attended the FFA banquet
- appreciation for the process to select a new math curriculum

Board Greeter for Next Month: Mark Henderson

20. INFORMATION ONLY

Attachments for the following items can be found under this agenda item via this link: [5/16/24](#).

20.1. Field Trip Report:

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

20.2. Student Enrollment:

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: 357
Stayton Intermediate/Middle: 436
Stayton High: 608
Locust Street Academy: 63
Stayton Virtual Academy: 87
Total: 2062

20.3. Future Agenda Items:

A list of possible future agenda items was attached.

20.4. Upcoming Board Events & Activities:

Information regarding activities was included and can be viewed under this agenda item at the link shown above.

21. ADJOURN

The Board Chair adjourned the meeting at 9:25 pm.

EQUAL OPPORTUNITY EMPLOYER

ACTION REQUIRED			
NEW HIRES		SCHOOL	NOTE
Lindsay Fenton		SUB	Special Ed LRC
Aidan King		SHS	Chemistry
Aiden Littau		SHS	Language Arts
Justin Wison-Gabor		SHS	English
Kyle Hughes		SHS	Advanced Math
Karen Macedo		SES	Special Ed SLP
Amanda Vinson		SUB	Reading Specialist
Jennifer Rowan		DO	TOSA: Special Program Coordinator
Genny Siewell		ML	MS English; was on a temporary contract for 2023-24
FYI			
TRANSFERS			
NEW HIRES	DOH	SCHOOL	NOTE
RESIGNATIONS	DOT	SCHOOL	NOTE
Sarah Connolly	6/14/2024	SHS	Chemistry
Evan Tait	6/14/2024	SHS	English; Theater
Maria Paradis	6/14/2024	SMS	4th grade
RETIREMENTS	DOR	SCHOOL	NOTE
LEAVE OF ABSENCE	DOL	SCHOOL	NOTE



June 2024 Licensed Staff Board Report



North Santiam School District 29J

Serving Lyons, Mehama, Stayton, and Sublimity

Date: June 11, 2024

To: Superintendent Loving and the North Santiam School District Board of Directors

From: Gary Rychard, Director of Safety-Security & Health Services

Re: Annual Restraint/Seclusion Report Per Board Policy **JGAB**

Dear Superintendent Loving and Board;

Each year we are required to make an annual report per Board Policy **JGAB** of our restraint and seclusion uses during the school year. This report will reflect several areas in the reporting requirements. Those areas are as follows with each area total.

1. Total number of incidents involving restraint **6**
2. Total number of incidents involving seclusion **0**
3. Total number of seclusions in a locked room. **0**
4. Total number of students placed in a restraint **6**
5. Total number of students placed in seclusion **0**
6. Total number of incidents that resulted in injuries or death to students or staff as a result of the use of restraint or seclusion **0**
7. Total number of students placed in restraint or seclusion more than 10 times in a school year and an explanation of what steps have been taken by the district to decrease the use of restraint and seclusion for each student **0**
8. Total number of restraints or seclusion incidents carried out by untrained individuals **1**
9. The demographic characteristics of all students upon whom the restraint or seclusion was imposed: **All were Males, Hispanic (1), White (5), Grades 1st-3rd (5), and 11th grade (1).**
10. Total number of rooms available for use by the district for the seclusion of a student and a description of the dimensions and design of the rooms. **0**

The annual report shall be made public and available to the public at the district main office and on the district website.

Special Programs June Report 2023-24

Jeri Harbison

Title 1A/Parental and Family Involvement-Policy IGBC

The North Santiam School District has two schools that qualify for and receive Title 1A funds, Mari-Linn and Stayton Elementary School. Under Board Policy IGBC, the District is required to engage families in the overall Title 1A planning and provide meaningful and inclusive activities in which all families can participate in these events.

Parents are provided with the Reading Compact in each school's Student Handbook. This compact states the goal of a School-Wide Title 1 Program and how each member will contribute to the success of all students. These members include the student, teachers and parents.

Both schools are currently developing their school wide Title 1 plan for the 2024-25 school year using the Oregon Department of Education's recommended planning tool. They will review and analyze data, draft goals and develop a plan with school, parent and community stakeholders.

Mari-Linn held their family engagement night on Tuesday May 14th at 6pm. Provided in the evenings activities included information on how funds are used, how students are selected, and how services are provided. Other activities included literacy based games and at home engagement strategies. Here are the links to these artifacts for Mari-Linn:

[ML Lit Night Invitation](#) [ML Lit Activities](#)

Stayton Elementary held their Literacy Night on October 26th at 5:45pm. Families participated in literacy based activities in fun and engaging ways. Over 250 books were distributed to anyone from birth to high school age. Information regarding the Title 1 services and the Nightly Reading Program was presented.

Here are the links to these artifacts for Stayton Elementary: [SES Invitation](#) [SES Highlights](#)



2024-2025 NSSD Second Meal pricing

Our most recent **Paid Lunch Equity**(PLE) Tool Summary report was completed in December 2023 by ODE, while we went through the transition to CEP. ODE's findings stated our meal prices were expected to be \$1.90 for breakfast and \$3.54 for lunch this year and increase to \$2.00 for breakfast and \$3.70 for lunch for the 24/25 school year. We decided to accelerate our plan to "right size" our meal pricing. As a result, we increased 24/25 meal prices to our planned 2025/26 endpoint price of \$2.00 for breakfast and \$3.75 for lunch. Moving forward, we have no plans to raise meal prices until the 26/27 school year, at the earliest.

Second breakfast-\$2.00

Second lunch-\$3.75



Low Impact Pesticide List for Use in the North Santiam School District 2024-2025

Product Name	EPA Reg. No.	Active Ingredient(s)	Labeled
SureGuard	59639-120	Flumioxazin	Caution
Brushmaster	2217-774	2,4-D ethylhexyl	Caution
Milestone	62719-519	aminopyralid, triisopropylamine salt	Caution
Cornerstone Plus	1381-192	glyphosate isopropylamine salt	Caution
SpeedZone EW	2217-1053	2,4-D ethylhexyl ester, mecoprop-p, dicamba, carfentrazone-	Caution
Tzone	2217-976	triclopyr butoxyethyl ester, sulfentrazone, 2,4-D	Caution
Ace Wasp & Hornet Killer	9688-325	Prallethrin 0.02%, Cypermethrin 0.04%	Caution
Black Flag Wasp Spray	9688-324	Prallethrin 0.02%, Cypermethrin 0.05%	Caution
Terro Fruit Fly Trap	92035-POL-1	Sodium Lauryl Sulfate (0.08%)	Caution
Tom Cat Rat and Mouse Kille	90780-	Bromethalin	Caution
Ace Ant, Roach & Spider Kille	9688-320	Prallethrin 0.02%, Cypermethrin 0.05%	Caution
Casoron 4G	400-168	Dichlobenil	Caution
RoundUp Pro Concentrate	524-529	Glyphosate, isopropylamine salt	Caution
Terro Ant Baits	149-8	Sodium tetraborate decahydrate	Caution
Advion Ant Gel	100-1498	Indoxacarb	Caution
Arilon Insecticide	100-1501	Indoxacarb	Caution
Tordon RTU	62719-31	Picloram: 4-amino-3,5,6-trichloropicolinic acid 2,4D	Caution
Terro ant Granular	53883-195-149	Lambda-cyhalothrin .04%	Caution
Moss Melt Concentrate	82052-1-91094	d-limonene	Caution



North Santiam School District
1155 N 3rd Ave - Stayton, OR 97383
www.nssd29j.org

503-769-4928

2024-2025 SCHOOL BOARD MEETING CALENDAR

*Regular Session meetings typically occur on the third Thursday of the month at 6:00 pm, unless the month has five Thursdays and then it will typically occur on the fourth Thursday. Special Sessions may be called in addition to the meetings listed below, with at least 24 hours' notice. The public is always allowed to observe in-person and also via livestream on YouTube, with the exception of Executive Session agenda items. The Board calendar, agendas, meeting minutes and other materials are available on the website under "Board of Directors" or may be obtained from the District Office. Meeting locations as stated are subject to change. Any changes made to the meeting calendar after it is adopted will be noted with a *.*

Wednesday, August 7, 2024	NSSD Leadership Team Goal Workshop – Historic Heater Farm (a quorum of the Board may be present)
Thursday, August 22, 2024	Regular Session - 6:00 pm ~ District Office/Santiam Room
Thursday, September 19, 2024	Regular Session - 6:00 pm ~ District Office/Santiam Room
Thursday, October 24, 2024	Regular Session - 6:00 pm ~ District Office/Santiam Room
Thursday, November 21, 2024	Regular Session - 6:00 pm ~ District Office/Santiam Room
Thursday, December 19, 2024	Regular Session - 6:00 pm ~ District Office/Santiam Room
Thursday, January 23, 2025	Regular Session - 6:00 pm ~ Stayton Inter/Middle (Cafeteria)
Thursday, February 20, 2025	Regular Session - 6:00 pm ~ Stayton Elem. (Multi-Purpose Rm)
Thursday, March 6, 2025	Regular Session - 6:00 pm ~ District Office/Santiam Room >Licensed Contracts
Thursday, March 20, 2025	Regular Session - 6:00 pm ~ Sublimity Elem. (Library)
Thursday, April 17, 2025	Regular Session - 6:00 pm ~ Mari-Linn (Cafeteria)
Thursday, May 22, 2025	Regular Session - 6:00 pm ~ Stayton High (Library)
Thursday, June 26, 2025	Special Session - 5:30 pm ~ District Office/S.R. (Budget Hearing) Regular Session - 6:00 pm

FISCAL REPORT

May 2024

FY2023-24 FISCAL REPORT AS OF 5-31-2024

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Superintendent
Lee W. Loving



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503.769. 6924
Fax: 503.769. 3578

May 9, 2024

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

Board Members,

Attached are the 2023-24 financial statements through May 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 budget year, Grant Fund balances, Debt Service Funds, Capital Improvement Funds, and Other Funds.

The General Fund statements include the actual revenues and expenditures from July 1, 2023, through May 31, 2024, and projections through June 30, 2024. The estimated General Fund Ending Fund Balance is \$5,077,973. Contingency and Unappropriated Ending Fund Balance equal \$2,015,662 of the Fund Balance total.

May Economic Forecast (from COSA)

The Forecast showed another surge that is projected to generate an additional \$532 million in Net General Fund and Lottery resources for the 2023-25 biennium (compared to the March 2024 Forecast). At the half-way-through the biennium mark, we are seeing the first projected personal kicker of \$582.2 million; the projected corporate kicker grew by \$5 million to \$558.1 million. Corporate kicker funds will be required to be spent on K-12 education during the next budget cycle.

*Why is the state holding so much money in reserves when many school districts are cutting budgets and staff and tightening their belts with the expiration of federal ESSER funds? Like most things in Salem, the answer is complicated. But one part of the answer is clear – there is a high bar to access the reserve accounts – and that's on purpose. When the Education Stability Fund (ESF) was created, the state had essentially no reserves and was in the middle of a significant recession. This resulted in **five** Special Legislative Sessions in 2002 to balance the state budget, primarily through mid-year cuts and a tax increase that was referred to voters (and ultimately failed) in February 2003. The majority opinion at the time was that there needed to be reserves for times of real economic crisis and that future legislatures might not be able to resist the temptation to dip into reserves to help balance the budget in good economic times. For reference, here is a summary of the "triggers" for the ESF as compiled by the Legislative Revenue Office for their 2023 report on Oregon's Public Finance System:*

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www.nstantiam.k12.or.us
communications@nsantiam.k12.or.us

- *The Legislature referred HJR 80 to the voters at a special election held in September 2002. Voters approved the resolution, thereby converting the former Education Endowment Fund into the Education Stability Fund. Since July 1, 2003, the fund has received 18% of lottery net proceeds. The size of the fund is limited to 5% of General Fund revenue in the prior biennium. If the fund exceeds this limit, the lottery deposits stop until its size is drawn down to below the limit.*
- *To access the fund, there are three different types of triggers: economic, budgetary, and political. The economic trigger is that there must be two or more consecutive quarters with a decline in seasonally adjusted non-farm payroll employment within the prior 12 months. The first budgetary trigger is that the final quarterly forecast of the biennium indicates that the General Fund revenue in the following biennium will be at least 3% less than the appropriations in the current biennium. The second is that the quarterly General Fund forecast for the current biennium projects revenue to be at least 2% below the forecast used for the legislatively adopted budget. The first political trigger is that a 3/5 vote in each house is required to access the funds; this is an additional requirement that must be met after at least one of the economic or budgetary triggers have been met. In the absence of those triggers, the funds can still be accessed if the Governor declares an emergency and 3/5 of each chamber approves. Use of the funds is restricted to expenditures on public education, which is broadly defined to include all levels from pre-Kindergarten through higher education as well as continuing education and workforce training.*

Today's forecast shows the state's reserve accounts shrunk slightly (Education Stability Fund, Rainy Day Fund, and Cash Reserves) and are currently projected to reach about \$4.04 billion at the end of the 2023-25 biennium (down almost \$500 million in cash reserves from the March Forecast). Specifically, the Education Stability Fund is projected to have \$1.007 billion, the Rainy-Day Fund is projected to have \$1.872 billion, and cash reserves are \$1.16 billion – these are equivalent to 15.4% of the General Fund Budget (down from 17.6% in March). It is worth repeating that Oregon is in a very strong position to weather even a significant economic downturn. Additionally, the Corporate Activity Tax (which is the funding source for the Student Success Act) saw a small uptick in projected revenue – an additional \$4.6 million compared to the March Forecast.

North Santiam's investments are held in the Local Government Investment Pool. Assets total \$18,863,128, yielding 5.20% through May 31, 2024.

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

EQUAL OPPORTUNITY EDUCATOR AND EMPLOYER

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

GENERAL FUND REVENUE
Statement of Revenue Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

	2023-24 Budget	Actual YTD Rev. 5/31/2024	Projected Revenue 6/30/2024	Total Estimated 2023-24	(Over)/Under Budget
1000 Revenue From Local Sources					
1111 Current Year's Taxes	7,202,430	7,076,692	135,000	7,211,692	(9,262)
1112 Prior Year's Taxes	150,000	143,526	-	143,526	6,474
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	824,653	85,000	909,653	(809,653)
1700 Fees	3,836	26,174	1,200	27,374	(23,538)
1910 Rentals	-	1,352	2,800	4,152	(4,152)
1920 Contributions and Donations	-	-	-	-	-
1960 Recovery of Prior Year Funds	-	1,087	-	1,087	(1,087)
1980 Fees Charged to Grants	100,000	455	99,545	100,000	-
1990 Miscellaneous	2,500	59,511	-	59,511	(57,011)
Total Revenue From Local Sources	\$ 7,558,766	8,136,728	323,545	8,460,273	(901,507)
2000 Revenue from Intermediate Sources					
2101 County School Funds	55,000	17,132	-	17,132	37,868
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)
Total Revenue from Intermediate Sources	\$ 470,573	21,972	457,705	479,677	(9,104)
3000 Revenue From State Sources					
3101 State School Fund—General Support	17,224,157	17,876,731	-	17,876,731	(652,574)
3103 Common School Fund	245,000	145,323	145,322	290,645	(45,645)
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	274,931	-	274,931	(224,931)
Total Revenue From State Sources	\$ 17,769,157	18,386,110	145,322	18,531,432	(762,275)
4000 Revenue From Federal Sources					
4801 Federal Forest Fees	10,000	9,174	-	9,174	826
Total Revenue From Federal Sources	\$ 10,000	9,174	-	9,174	826
5000 Revenue From Other Sources					
5110 Bond Proceeds	-	-	-	-	-
5400 Beginning Fund Balance	5,521,992	-	5,521,992	5,521,992	-
Total Revenue From Other Sources	\$ 5,521,992	-	5,521,992	5,521,992	-
Total Resources	\$ 31,330,488	\$ 26,553,983	\$ 6,448,564	33,002,547.31	(1,672,059.31)
				\$ 27,924,574	
				\$ 5,077,973	
				\$ 2,015,662	
				\$ 3,062,311	

GENERAL FUND EXPENDITURES
Statement of Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

Expenditure Functions	2023-24 Budget	Actual YTD EXP 5/31/2024	Projected Expenditures 6/30/2024	Total Estimated 2023-24	(Over)/ Under Budget
1000 Instruction					
1111 Elementary, K-5 or K-6	4,995,253	3,615,722	1,175,329	4,791,050	204,203
1120 AVID Instruction	5,800	2,140	3,561	5,700	100
1121 Middle/Junior High Programs	2,676,039	1,953,442	619,372	2,572,814	103,225
1122 Middle/Junior High School Extracurricular	163,891	131,470	13,121	144,591	19,300
1127 After School Program	15,000	-	-	-	15,000
1131 High School Programs	3,212,302	2,406,662	745,069	3,151,731	60,571
1132 High School Extracurricular	640,981	561,472	37,906	599,378	41,603
1220 Restrictive Pgms for Students w/Disabilities	2,032,724	1,269,008	878,465	2,147,474	(114,750)
1250 Programs for Students w/Severe Disabilities	858,879	581,473	185,324	766,798	92,081
1271 Remediation	326,045	397,778	115,615	513,392	(187,347)
1272 Title I-A	42,750	84,215	24,974	109,189	(66,439)
1281 Alternative Education High School	70,000	98,802	8,828	107,630	(37,630)
1285 District Options Academy	389,997	376,330	104,825	481,156	(91,159)
1289 Other Alternative Programs	-	-	-	-	-
1291 English Second Language Programs	570,040	348,174	97,881	446,055	123,985
1292 Teen Parent Program	6,100	-	-	-	6,100
1460 Summer School, Middle/Jr High	14,805	8,911	-	8,911	5,894
Total Instruction	\$ 16,020,606	\$ 11,835,598	4,010,271	\$ 15,845,868	\$ 174,738
2000 Support Services					
2110 Attendance and Social Work Services	-	-	-	-	-
2111 Safety and Security Service Area Direction	64,558	62,088	5,644	67,732	(3,174)
2113 Social Work Services	-	-	-	-	-
2115 Student Safety	35,800	107,538	29,003	136,540	(100,740)
2120 Guidance Services	210,180	158,317	32,588	190,905	19,275
2134 Nurse Services	252,070	210,030	21,057	231,088	20,982
2139 Other Health Services	-	4,279	-	4,279	(4,279)
2143 Psychological Counseling Services	79,927	9,879	-	9,879	70,048
2152 Speech Pathology Services	172,503	89,839	29,857	119,695	52,808
2160 Other Student Treatment Services	99,797	8,064	-	8,064	91,733
2190 Service Direction, Student Support Services	230,841	139,514	24,764	164,278	66,563
2210 Improvement of Instruction Services	45,586	-	-	-	45,586
2211 Teaching and Learning Service Area Direction	247,470	242,939	21,495	264,434	(16,964)
2213 Curriculum Development	178,956	106,265	46,233	152,498	26,458
2219 Other Improvement of Instruction Svcs	159,645	169,913	83,126	253,039	(93,394)
2220 Educational Media Services	279,406	222,709	60,817	283,526	(4,120)
2230 Assessment and Testing	105,885	2,154	-	2,154	103,731
2240 Instructional Staff Development	20,000	25,258	1,585	26,843	(6,843)
2310 Board of Education Services	102,500	64,926	8,029	72,955	29,545
2320 Executive Administration Services	397,757	342,646	32,298	374,944	22,813
2450 Office of the Principal Services	2,452,596	2,075,683	266,930	2,342,613	109,983
2510 Direction of Business Support Services	216,093	194,786	16,844	211,630	4,463
2520 Fiscal Services	371,480	348,704	31,008	379,712	(8,232)

GENERAL FUND EXPENDITURES
Statement of Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

Expenditure Functions	2023-24 Budget	Actual YTD EXP 5/31/2024	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	231,719	20,468	252,187	1,549
2542 Care and Upkeep of Buildings Services	2,481,843	1,927,478	261,770	2,189,248	292,595
2543 Care and Upkeep of Grounds Services	138,099	114,903	11,715	126,618	11,481
2549 Other Operation and Maintenance Services	9,639	7,313	1,360	8,672	967
2550 Student Transportation Services	1,068,250	751,598	112,706	864,304	203,946
2558 Special Education Transportation Services	252,000	217,472	22,528	240,000	12,000
2626 Grant Writing Services	-	-	-	-	-
2630 Information Services	68,539	57,554	11,676	69,230	(691)
2633 Public Information Services	-	-	-	-	-
2640 Staff Services	240,419	233,976	27,818	261,795	(21,376)
2641 Human Resources Service Area Direction	212,027	194,164	17,352	211,517	510
2649 Employee Liabilities	-	2,354	-	2,354	(2,354)
2660 Technology Services	875,922	557,208	113,442	670,650	205,272
2661 IT Service Area Direction	83,805	-	-	-	83,805
2680 Interpretation and Translation	351	293	42	335	16
Total Support Services	\$ 11,698,520	\$ 9,178,264	\$ 1,312,157	\$ 10,490,420	\$ 1,208,100
3000 Enterprise and Community Services	-	-	-	-	-
3360 Welfare Activities Services	10,700	3,074	212	3,286	7,414
Total Enterprise and Community Services	\$ 10,700	\$ 3,074	\$ 212	\$ 3,286	\$ 7,414
5000 Other Uses	-	-	-	-	-
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	-	-	-	-	-
Total Other Uses	\$ 1,585,000	\$ 1,585,000	\$ -	\$ 1,585,000	\$ -
6000 Contingencies	-	-	-	-	-
6110 Operating Contingency	1,085,000	-	-	-	1,085,000
Total Contingencies	\$ 1,085,000	\$ -	\$ -	\$ -	\$ 1,085,000
7000 Unappropriated Ending Fund Balance	-	-	-	-	-
7000 Unappropriated Ending Fund Balance	930,662	-	-	-	930,662
Total Unappropriated Ending Fund Balance	\$ 930,662	\$ -	\$ -	\$ -	\$ 930,662
GENERAL FUND EXPENDITURES GRAND TOTAL	\$ 31,330,488	\$ 22,601,935	\$ 5,322,639.15	\$ 27,924,574	\$ 3,405,914

FOOD SERVICE FUND
Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

	2023-24 Budget	Actual as of 5/31/2024	Encumbered as of 5/31/2024	Total Estimated 2023-24	(Over)/Under Budget
REVENUE					
1610/1620 Daily Sales	117,319	97,648	14,600	112,248	5,071
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	(300)
1990 Miscellaneous Revenue	8,000	2,620	1,380	4,000	4,000
3102 SSF - School Lunch Match	-	168,630	-	168,630	(168,630)
3299 State Breakfast/Lunch SSA	110,626	3,256	-	3,256	107,370
4500 Farm to School Grant	-	128,151	-	128,151	(128,151)
4513 NSLP Breakfast	300,000	500,225	64,000	564,225	(264,225)
4515 NSLP Lunch	515,000	-	162,000	162,000	353,000
4518 NSLP Snack	-	2,657	-	2,657	(2,657)
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	-	10,167	10,200	20,367	(20,367)
5400 Beginning Fund Balance	400,000	221,388	-	221,388	178,612
TOTAL REVENUE	\$ 1,583,645	\$ 1,145,727	\$ 374,137	\$ 1,519,864	\$ 63,781
EXPENDITURES					
Enterprise and Community Services					
3100-100 Salaries	414,011	350,894.21	78,677	429,571	(15,560)
3100-200 Payroll Costs	358,384	248,446.01	65,655	314,101	44,283
3100-300 Contracted Services	24,750	4,925	193	5,118	19,632
3100-410 Supplies and Materials	24,000	39,591	5,248	44,839	(20,839)
3100-411 Fuel	1,000	215	785	1,000	-
3100-415 USDA Commodities	90,000	-	99,000	99,000	(9,000)
3100-450 Food	605,529	494,985	63,197	558,182	47,347
3100-460 Non-Consumable	36,471	8,893	9,768	18,661	17,810
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	25,511	-	25,511	(10,511)
3100-640 Dues and Fees	9,000	8,963	-	8,963	37
TOTAL EXPENDITURES	1,583,645	\$ 1,187,119	\$ 322,523	\$ 1,509,641	\$ 74,004
			FOOD SERVICE EST EFB	\$ 10,222	

APPROPRIATIONS
Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

	Appropriations	YTD	Encumbrances	Totals	Resolutions	(Over)/Under Budget
General Fund (100)						
1000 Instruction	15,785,712	11,835,598	3,522,617	15,358,215	234,894	662,391
2000 Support Services	11,498,520	9,178,264	1,312,151	10,490,415	200,000	1,208,105
3000 Community Services	10,700	3,074	212	3,286	-	7,414
5100 Debt Service	-	-	-	-	-	-
5200 Transfers	185,000	1,585,000	-	1,585,000	1,400,000	-
6000 Contingency	1,085,000	-	-	-	-	1,085,000
Sub Total	\$ 28,564,932	\$ 22,601,936	\$ 4,834,980	\$ 27,436,916	\$ 1,834,894	\$ 2,962,910
Special Revenue Funds (200)						
1000 Instruction	3,987,577	1,751,294	466,793	2,218,087	-	1,769,490
2000 Support Services	2,816,849	1,936,132	424,590	2,360,722	606,005	1,062,132
3000 Community Services	223,122	78,829	21,796	100,625	-	122,497
4000 Facilities Acquisition	200,000	16,000	20,187	36,187	-	163,813
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
Sub Total	\$ 9,178,644	\$ 3,782,254	\$ 933,366	\$ 4,715,620	\$ 1,006,005	\$ 5,469,029
Food Service Funds (299)						
3000 Community Services	1,583,645	1,187,119	223,524	1,410,643	-	173,002
Sub Total	\$ 1,583,645	\$ 1,187,119	\$ 223,524	\$ 1,410,643	\$ -	\$ 173,002
PERS Bond Debt Service (310.321.375)						
5100 Debt Service	4,935,560	2,521,779	1,759,050	4,280,829	-	654,731
6000 Contingency	1,851,935	-	-	-	-	1,851,935
Sub Total	\$ 6,787,495	\$ 2,521,779	\$ 1,759,050	\$ 4,280,829	\$ -	\$ 2,506,666
Facilities (400,401,420,425,426,430,448)						
1000 Instruction Services	100,000	-	9,494	9,494	-	90,506
2000 Support Services	404,600	142,642	5,188	147,830	-	256,770
4000 Facilities Acquisition	1,649,340	179,476	300	179,776	500,000	1,969,564
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
Sub Total	\$ 3,691,590	\$ 437,650	\$ 14,982	\$ 452,631	\$ 500,500	\$ 3,739,459
Internal Service Funds (600)						
2000 Support Services	80,900	3,629	-	3,629	150,000	227,271
6000 Contingency	261,205	-	-	-	128,000	389,205
Sub Total	\$ 342,105	\$ 3,629	\$ -	\$ 3,629	\$ 278,000	\$ 616,476
Trust and Agency Fund (700)						
2000 Support Services	25,869	5,250	-	5,250	-	20,619
Sub Total	\$ 25,869	\$ 5,250	\$ -	\$ 5,250	\$ -	\$ 20,619
Total Appropriations	50,174,280	30,539,616	7,765,901	38,305,518	3,619,399	15,488,161
Total Unappropriated	930,662	-	-	-	-	930,662
APPROPRIATION TOTAL	\$ 51,104,942	\$ 30,539,616.34	\$ 7,765,901.39	\$ 38,305,517.73	\$ 3,619,399.00	\$ 16,418,823

Special Revenue Funds

Fiscal Year 2023-24

As of 05/31/2024

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	\$ 127,051	\$ 1,009,949
205: CTE Construction House	\$ -	\$ 13,093	\$ 75,000	\$ 55,346	\$ 32,747
206: CTE SHS Grants	\$ -	\$ 4,985	\$ -	\$ 4,985	\$ 0
211: United Way	\$ -	\$ 3,716	\$ -	\$ 3,214	\$ 502
216: Misc Grants	\$ -	\$ 8,017	\$ -	\$ 7,424	\$ 593
230: Technology Services	\$ -	\$ 12,102	\$ 569	\$ -	\$ 12,671
231: After School Grant	\$ -	\$ 28,340	\$ -	\$ 17,657	\$ 10,683
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	\$ 1,567	\$ 1,619
244: E-Rate Category 2	\$ -	\$ (5,987)	\$ 21,694	\$ 19,634	\$ (3,927)
249: SB 1149	\$ -	\$ 63,851	\$ 63,476	\$ -	\$ 127,327
278: Communication/Community Engagement	\$ -	\$ -	\$ 41,689	\$ 150	\$ 41,539
280: Homeless Support	\$ -	\$ 322	\$ 400	\$ 722	\$ 0
281: PERS Increase Reserve	\$ -	\$ 375,000	\$ 400,000	\$ -	\$ 775,000
284: SHS Athletic Improvement Fund	\$ -	\$ 17,447	\$ 6,333	\$ 3,065	\$ 20,715
TOTALS	\$ -	\$ 2,493,918	\$ 853,623	\$ 253,131	\$ 3,094,409

Special Revenue Funds: GRANTS	Allocation	Beginning Fund Bal	YTD Revenue	YTD Exp/Enc	Grant Balance
204: ARP HCY I	\$ 26,928	\$ -	\$ 19,852	\$ 23,146	\$ 3,782
209: ESSER III	\$ 98,378	\$ -	\$ 34,923	\$ 96,296	\$ 2,082
215: Title IV	\$ 60,914	\$ -	\$ 27,151	\$ 39,240	\$ 21,674
219: Title III	\$ 28,428	\$ -	\$ 15,497	\$ 21,153	\$ 7,275
221: IDEA 611	\$ 1,094,349	\$ -	\$ 467,871	\$ 622,472	\$ 471,877
222: Carl Perkins CTE	\$ -	\$ (1,268)	\$ 8,974	\$ 16,168	\$ (16,168)
224: HB3499 EL Transformation	\$ 125,000	\$ -	\$ 64,644	\$ 116,792	\$ 8,208
225: IDEA 611 ARP	\$ 24,581	\$ -	\$ 24,581	\$ 24,581	\$ (0)
227: Title I-A	\$ 473,518	\$ -	\$ 265,519	\$ 404,272	\$ 69,246
228: Title II-A	\$ 96,525	\$ -	\$ 37,151	\$ 48,225	\$ 48,300
232: Outdoor School	\$ 65,818	\$ (28,105)	\$ 28,105	\$ 66,670	\$ (852)
247: IDEA 619	\$ 11,593	\$ -	\$ 6,733	\$ 6,733	\$ 4,860
251: Student Investment Act	\$ 2,015,076	\$ 598,176	\$ 1,511,307	\$ 1,712,088	\$ 302,988
252: High School Success	\$ 647,085	\$ -	\$ 274,785	\$ 406,708	\$ 240,377
255: Preschool Promise	\$ 502,500	\$ -	\$ 253,357	\$ 354,951	\$ 147,549
259: Career Pathways Program	\$ 60,500	\$ -	\$ -	\$ -	\$ 60,500
274: SIA - EHS	\$ 6,208	\$ -	\$ 6,208	\$ 6,208	\$ -
275: Oregon Community Foundation	\$ 22,229	\$ -	\$ 22,229	\$ 22,229	\$ -
276: OSU Grant	\$ 395	\$ -	\$ 395	\$ 395	\$ -
277: TAP Grants	\$ 25,000	\$ -	\$ 14,850	\$ 20,738	\$ 4,262
279: Early Literacy Grant	\$ 147,501	\$ -	\$ 147,501	\$ 85,620	\$ 61,881
282: Oregon Extended Assessment	\$ 549	\$ -	\$ -	\$ 1,063	\$ (514)
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
TOTALS	\$ 5,625,983	\$ 568,803	\$ 3,231,633	\$ 4,150,768	\$ 1,475,215

DEBT SERVICE FUNDS
Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

FUND 310 - 2003 PERS UAL BOND	2023-24 Budget	ACTUAL 5/31/2024	PROJECTED 5/31/2024	TOTAL ESTIMATE 2023-24	(Over)/Under Budget
REVENUE					
1510 Interest on Investments	10,000	50,227	4,500	54,727	(44,727)
1970 Services to Other Funds	2,001,840	1,668,064	420,000	2,088,064	(86,224)
5400 Beginning Fund Balance	1,716,540	1,750,718	-	1,750,718	(34,178)
TOTAL REVENUE	\$ 3,728,380	\$ 3,469,009	\$ 424,500	\$ 3,893,509	\$ (165,129)
EXPENDITURES					
Enterprise and Community Services					
5110-610 Redemption of Principal	1,525,000	-	1,525,000	1,525,000	-
5110-621 Regular Interest	468,100	234,050	234,050	468,100	-
5110-810 Planned Reserve	24,750	-	-	-	24,750
TOTAL EXPENDITURES	2,017,850	\$ 234,050	\$ 1,759,050	1,993,100	24,750
				2003 PERS UAL BOND	\$1,900,409.55
FUND 321 - 2021 PERS PENSION BOND					
REVENUE					
1510 Interest on Investments	3,500	7,177	1,650	8,827	(5,327)
1970 Services to Other Funds	800,870	631,480	160,000	791,480	9,390
5400 Beginning Fund Balance	46,100	56,916	-	56,916	(10,816)
TOTAL REVENUE	\$ 850,470	\$ 695,573	\$ 161,650	\$ 857,223	\$ (6,753)
EXPENDITURES					
Enterprise and Community Services					
5110-610 Redemption of Principal	500,000	-	500,000	500,000	-
5110-621 Regular Interest	302,460	151,230	151,230	302,460	-
5110-810 Planned Reserve	48,010	-	-	-	48,010
TOTAL EXPENDITURES	850,470	\$ 151,230	\$ 651,230	802,460	48,010
				2021 PERS PENSION BOND	\$54,763.40
FUND 375 - 2023 GO BOND					
REVENUE					
1111 Current Year's Taxes	2,033,000	2,254,385	31,000	2,285,385	(252,385)
1112 Prior Year's Taxes	60,000	37,729	2,880	40,609	19,391
5400 Beginning Fund Balance	115,645	156,292	-	156,292	(40,647)
TOTAL REVENUE	\$ 2,208,645	\$ 2,448,406	\$ 33,880	\$ 2,482,286	\$ (273,641)
EXPENDITURES					
Enterprise and Community Services					
5110-610 Redemption of Principal	1,400,000	1,405,000	-	1,405,000	(5,000)
5110-621 Regular Interest	740,000	731,499	-	731,499	8,501
5110-810 Planned Reserve	68,645	-	-	-	68,645
TOTAL EXPENDITURES	2,208,645	\$ 2,136,499	\$ -	2,136,499	72,146
				2023 GO BOND	\$345,786.20

CAPITAL IMPROVEMENT FUNDS
Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

	2023-24 Budget	ACTUAL 5/31/2024	PROJECTED 5/31/2024	TOTAL ESTIMATE 2023-24	(Over)/Under Budget
FUND 420 - ATHLETICS CAPITAL PROJECTS					
REVENUE					
1990 Miscellaneous Revenue	16,728	16,935		16,935	(207)
5400 Beginning Fund Balance	112,345	115,161	-	115,161	(2,816)
TOTAL REVENUE	\$ 129,073	\$ 132,096	\$ -	\$ 132,096	\$ (3,023)
EXPENDITURES					
Enterprise and Community Services					
4190 - 530 Improvements Other than Buildings	129,073	-		-	-
TOTAL EXPENDITURES	129,073	\$ -	\$ -	-	-
			ATHLETICS CAPITAL PROJECTS	\$132,095.50	
FUND 426 - VEHICLE REPLACEMENT					
REVENUE					
1990 Miscellaneous Revenue	5,000	7,042		7,042	(2,042)
5400 Beginning Fund Balance	49,600	60,877		60,877	(11,277)
TOTAL REVENUE	\$ 54,600	\$ 67,919	\$ -	\$ 67,919	\$ (13,319)
EXPENDITURES					
Enterprise and Community Services					
2115 - 541 Safety and Security Equipment Purchase	3,000	-		-	3,000
2542 - 541 Facilities Equipment Purchase	51,600	15,557		15,557	36,043
TOTAL EXPENDITURES	54,600	\$ 15,557	\$ -	\$ 15,557	\$ 39,043
			VEHICLE REPLACEMENT	\$52,361.88	
FUND 430 - CAPITAL PROJECTS					
REVENUE					
5200 Transfer from Other Fund	820,000	674,833	-	674,833	145,167
5400 Beginning Fund Balance	1,678,236	1,687,588	-	1,687,588	(9,352)
TOTAL REVENUE	\$ 2,498,236	\$ 2,362,421	\$ -	\$ 2,362,421	\$ 135,815
EXPENDITURES					
Enterprise and Community Services					
1132 - 530 SHS Improvements Other than Buildings	100,000	-		-	100,000
2542 - 322 Facilities Repair and Maintenance	150,000	84,922		84,922	65,078
2542 - 390 Facilities Professional Services	-	656		656	(656)
2542 - 460 Facilities NonConsumables	-	4,910	4,317	9,227	(9,227)
2542 - 541 Facilities Equipment Purchase	200,000	0		-	200,000
4150 - 520 Buildings Acquisition	1,110,267	22,157	300	22,457	1,087,810
4150 - 530 Improvements Other than Buildings	200,000	16,261		16,261	183,739
4150 - 541 Equipment Purchase	210,000	50,493		50,493	159,507
5200 - 711 Fund Modifications	75,000	75,000		75,000	-
6110 - 810 Planned Reserve	452,969	0		-	452,969
TOTAL EXPENDITURES	2,498,236	\$ 254,400	\$ 4,617	\$ 259,017	\$ 2,239,219
			CAPITAL PROJECTS	\$2,103,403.82	

CAPITAL IMPROVMENT FUNDS
Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

FUND 448 - EXCISE TAX

REVENUE

1130 Construction Excise Tax Revenue	80,000	231,517	-	231,517	(151,517)
5400 Beginning Fund Balance	<u>1,429,681</u>	<u>1,458,671</u>	-	<u>1,458,671</u>	<u>(28,990)</u>
TOTAL REVENUE	<u>\$ 1,509,681</u>	<u>\$ 1,690,187</u>	<u>\$ -</u>	<u>\$ 1,690,187</u>	<u>\$ (180,506)</u>

EXPENDITURES

Enterprise and Community Services

1132 - 542 SMS Improvements Other than Buildings	-	-	9,494	9,494	(9,494)
2542 - 460 Facilities Nonconsumable			871	871	(871)
2542 - 542 Facilities Replacement Equipment Purchase	-	36,597	-	36,597	(36,597)
4150 - 520 Building Acquisition	500,000	43,938	-	43,938	456,062
4150 - 530 Improvements Other than Buildings	-	46,626	-	46,626	(46,626)
5110 - 610 Principal	35,860	35,894		35,894	(34)
5110 - 621 Interest	4,400	4,637		4,637	(237)
6110 - 810 Planned Reserve	<u>969,421</u>	-		-	<u>969,421</u>
TOTAL EXPENDITURES	<u>\$ 1,509,681</u>	<u>\$ 167,692</u>	<u>\$ 10,365</u>	<u>\$ 178,057</u>	<u>\$ 1,331,624</u>

EXCISE TAX	<u>\$1,512,130.43</u>
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UNEMPLOYMENT FUND
Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

FUND 610 UNEMPLOYMENT FUND	2023-24 Budget	ACTUAL 5/31/2024	PROJECTED 5/31/2024	TOTAL ESTIMATE 2023-24	(Over)/Under Budget
REVENUE					
1970 Services Provided Other Funds	20,000	(196)		(196)	20,196
5200 Interfund Transfers	278,000	278,000		278,000	-
5400 Beginning Fund Balance	322,105	322,050	-	322,050	55
TOTAL REVENUE	\$ 620,105	\$ 599,854	\$ -	\$ 599,854	\$ 20,251
EXPENDITURES					
Enterprise and Community Services					
2520 - 232 Unemployment Compensation	230,000	1,026		1,026	228,974
2520 - 640 Dues and Fees	900	2,604		2,604	(1,704)
6110 - 810 Planned Reserve	389,205	-		-	389,205
TOTAL EXPENDITURES	\$ 620,105	\$ 3,630	\$ -	\$ 3,630	\$ 616,475
			UNEMPLOYMENT FUND	\$596,224.70	

SCHOLARSHIP FUND

Statement of Revenues and Expenditures Budget Vs. Actual
Fiscal Year 2023-24, As of 05/31/2024

FUND 701 SCHOLARSHIP FUND	2023-24 Budget	ACTUAL 5/31/2024	PROJECTED 5/31/2024	TOTAL ESTIMATE 2023-24	(Over)/Under Budget
REVENUE					
1920 Contributions/Donations from Private Sources	9,900	37,572	-	37,572	(27,672)
5400 Beginning Fund Balance	15,969	17,220	-	17,220	(1,251)
TOTAL REVENUE	\$ 25,869	\$ 54,792	\$ -	\$ 54,792	\$ (28,923)
EXPENDITURES					
Enterprise and Community Services					
2520 - 371 Tuition Payments	19,079	5,500		5,500	13,579
2520 - 410 Supplies	6,790	-		-	6,790
TOTAL EXPENDITURES	\$ 25,869	\$ 5,500	\$ -	\$ 5,500	\$ 20,369
			SCHOLARSHIP FUND	\$49,292.00	

STUDENT BODY FUNDS

Fiscal Year 2023-24

As of 05/31/2024

STUDENT BODY FUND BALANCES		EST BAL at 6-30-24
MARI LINN FUND 267		\$8,839.71
	TOTAL MARI LINN	\$8,839.71
SUBLIMITY ASB FUND 268		\$14,901.78
SUBLIMITY FUNDRAISER ACCOUNT FUND 261		\$27,329.88
	TOTAL SUBLIMITY	\$42,231.66
STAYTON ELEMENTARY ASB FUND 264		\$15,315.13
STAYTON ELEMENTARY FUNDRAISER ACCOUNT FUND 262		\$7,237.09
	TOTAL STAYTON ELEMENTARY	\$22,552.22
STAYTON INTERMEDIATE MIDDLE ASB FUND 271		\$10,685.71
STAYTON INTERMEDIATE MIDDLE FUNDRAISER ACCOUNT FUND 263		\$23,603.63
	TOTAL STAYTON INTERMEDIATE MIDDLE	\$34,289.34
STAYTON HIGH SCHOOL ASB FUND 272		\$198,051.58
STAYTON HIGH SCHOOL PRINCIPAL ACCOUNT FUND 265		\$42,176.13
	TOTAL STAYTON HIGH	\$240,227.71
	GRAND TOTAL ALL STUDENT BODY FUNDS	\$348,140.64

CASH FLOW REPORT 5/31/2024

	July	August	September	October	November	December	January	February	March	April	May	June
PROJECTED ENDING FUND BALANCE	\$16,956,418.69	\$17,376,866.19	\$16,425,225.83	\$15,481,595.01	\$21,739,077.28	\$23,030,668.48	\$22,687,004.27	\$22,459,381.86	\$23,836,679.29	\$23,564,382.92	\$22,111,747.08	\$16,832,478.28
Fund 100	\$7,622,554.27	\$8,424,757.89	\$7,817,832.85	\$7,072,862.53	\$11,865,840.02	\$12,486,550.76	\$10,500,718.15	\$10,142,462.38	\$9,798,721.56	\$9,453,773.56	\$9,571,948.95	\$5,077,972.70
Fund 200	\$3,734,399.40	\$3,346,628.12	\$2,776,678.51	\$2,358,074.33	\$2,407,887.23	\$2,496,117.73	\$2,939,091.25	\$2,811,042.10	\$4,225,632.96	\$4,029,750.68	\$3,998,247.10	\$4,329,885.45
Fund 300	\$2,017,416.59	\$2,103,112.84	\$2,363,495.44	\$2,609,249.69	\$3,887,226.45	\$4,504,352.68	\$4,782,340.05	\$5,032,487.81	\$5,332,513.61	\$5,589,122.25	\$4,082,232.75	\$2,978,055.00
Fund 400	\$3,245,993.50	\$3,168,318.63	\$3,133,192.39	\$3,107,622.62	\$3,244,358.91	\$3,209,902.90	\$3,854,356.09	\$3,862,910.84	\$3,835,044.89	\$3,847,963.70	\$3,813,551.39	\$3,801,095.92
Fund 600	\$321,835.05	\$321,828.83	\$321,806.76	\$321,565.96	\$321,544.79	\$321,524.53	\$598,278.85	\$598,258.85	\$598,238.26	\$596,244.72	\$596,224.78	\$596,177.10
Fund 700	\$14,219.88	\$12,219.88	\$12,219.88	\$12,219.88	\$12,219.88	\$12,219.88	\$12,219.88	\$12,219.88	\$46,528.01	\$47,528.01	\$49,542.11	\$49,292.11

CASH REPORT												
	July	August	September	October	November	December	January	February	March	April	May	June
Monthly Beginning Balance												
General Checking	\$2,036,712.35	\$1,328,103.75	\$540,280.66	\$1,271,919.99	\$614,080.05	\$548,635.35	\$1,047,533.52	\$959,358.38	\$1,064,350.17	\$2,642,527.24	\$1,428,537.69	\$1,135,586.84
LGIP Main	\$12,596,497.78	\$15,192,814.24	\$16,197,481.43	\$14,415,007.88	\$13,871,686.80	\$19,945,884.38	\$20,839,687.33	\$20,295,762.41	\$19,753,807.47	\$19,294,228.48	\$19,885,522.34	\$18,863,128.32
LGIP PERS UAL	\$35,625.72	\$379,837.31	\$561,507.83	\$743,887.55	\$927,319.13	\$1,111,417.78	\$1,062,141.28	\$1,246,900.73	\$1,432,264.89	\$1,618,876.43	\$1,806,054.32	\$1,814,008.00
US Bank 2021 Bond	\$3,618.19	\$144,075.07	\$217,513.51	\$291,128.94	\$364,861.65	\$438,742.75	\$361,477.27	\$435,590.79	\$509,584.71	\$583,634.44	\$652,189.68	\$653,243.92
Scholarship Checking	\$17,219.88	\$8,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$41,035.01	\$42,035.01	\$42,299.11
	\$14,689,673.92	\$17,053,557.25	\$17,523,510.31	\$16,728,671.24	\$15,784,674.51	\$22,051,407.14	\$23,317,566.28	\$22,944,339.19	\$22,766,734.12	\$24,180,301.60	\$23,814,339.04	\$22,508,266.19
Monthly Ending Balance												
General Checking	\$1,328,103.75	\$540,280.66	\$1,271,919.99	\$614,080.05	\$548,635.35	\$1,047,533.52	\$959,358.38	\$1,032,016.17	\$2,560,981.08	\$1,428,537.69	\$1,135,586.84	
LGIP Main	\$15,192,814.24	\$16,197,481.43	\$14,415,007.88	\$13,871,686.80	\$19,945,884.38	\$20,839,687.33	\$20,295,762.41	\$19,753,807.47	\$19,294,228.48	\$19,885,522.34	\$18,863,128.32	
LGIP PERS UAL	\$379,837.31	\$561,507.83	\$743,887.55	\$927,319.13	\$1,111,417.78	\$1,062,141.28	\$1,246,900.73	\$1,432,264.89	\$1,618,876.43	\$1,806,054.32	\$1,814,008.00	
US Bank 2021 Bond	\$144,075.07	\$217,513.51	\$291,128.94	\$364,861.65	\$438,742.75	\$361,477.27	\$435,590.79	\$509,584.71	\$583,634.44	\$652,189.68	\$653,243.92	
Scholarship Checking	\$8,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$6,726.88	\$41,035.01	\$42,035.01	\$42,299.11	
PROJECTED ENDING CASH BALANCE	\$17,053,557.25	\$17,523,510.31	\$16,728,671.24	\$15,784,674.51	\$22,051,407.14	\$23,317,566.28	\$22,944,339.19	\$22,734,400.12	\$24,098,755.44	\$23,814,339.04	\$22,508,266.19	\$17,228,997.39

Diffence between Fund Balance and Cash Balance **\$396,519.11**

Superintendent
Lee Loving



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503-769-6924
Fax: 503-769-3578

**RESOLUTION TO AUTHORIZE SCHOOL CONSTRUCTION TAX INCREASE
FOR THE FISCAL YEAR 2024-2025
RESOLUTION 062024D**

WHEREAS, the Board of Directors for the North Santiam School District authorizes the following construction tax increases:

WHEREAS, the Oregon Department of Revenue has established Construction Tax Limits based upon ORS 320.170

WHEREAS, The Construction Tax Rate for Residential is \$1.63

WHEREAS, The Construction Tax Rate for Non-Residential is \$.82. For Non-Residential Construction only, the excise tax is limited to \$40,800 per building permit.

NOW THEREFORE BE IT RESOLVED that the North Santiam School District Board approves the Construction Tax Increases as published by the Oregon Department of Revenue for Fiscal Year 2024-2025 at \$1.63 per square foot for residential and \$.82 per square foot for non-residential. The Non-Residential maximum per building permit is \$40,800.

Erin Cramer, Board Chair

Date

Attest, Lee Loving, Superintendent

Date

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www.n santiam.k12.or.us

Superintendent
Lee Loving



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503-769-6924
Fax: 503-769-3578

**A RESOLUTION TO DESIGNATE CERTAIN FUNDS OF THE DISTRICT AS COMMITTED
FOR REPORTING PURPOSES UNDER GASB 54 “FUND BALANCE REPORTING AND
GOVERNMENTAL FUND TYPE DEFINITIONS”
FOR THE FISCAL YEAR 2023-2024**

RESOLUTION 062024C

GASB 54, a ruling by the Government Accounting and Standards Board effective for the fiscal year ending June 30, 2024, requires fund balances to be reported in classifications that “comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.”

The ending balance for all funds must be designated per the following categories set forth by GASB 54:

- **Non-spendable** – Funds that cannot be spent.
- **Restricted** – Amounts subject to externally enforceable legal restrictions (imposed by grantors, contributors, governmental regulations, etc.)
- **Committed** – Amounts whose use is constrained by limitations that a government imposes upon itself.
- **Assigned** – Intended use of resources established by the governing body itself or by an official or officers to which authority is delegated by the governing body.
- **Unassigned** – Available for any purpose. (Reported only in the General Fund.)

Assignments

Authority to classify portions of the ending fund balance as Assigned is hereby granted to the Superintendent and the Business Director.

Spending as it Relates to Ending Fund Balance Policy

The Board of Directors considers the spending of restricted fund balances on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the board will consider that committed amounts will be reduced first, followed by assigned amounts, and then unassigned amounts.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors for North Santiam School District 29J hereby makes the following designations of 2023-2024 ending fund balances in accordance with GASB 54.

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- Fund 100 – All General Fund Balances are unassigned.
- Fund 200 – Special Revenue Funds – Although the vast majority of these funds are restricted by Federal or State laws or grant award restrictions, there are funds that are included that are not restricted by one of these means. The following funds are restricted in accordance with the purposes stated for the fund as designated in the 2024-2025 adopted budget.
 - Fund 201, Board Reserve – the Fund Balance is restricted for future needs, such as would be caused by a revenue shortfall or unanticipated expenditures.
 - Fund 202, Textbook Reserve – the Fund Balance is restricted for the purchase of textbooks/curriculum adoptions.
 - Fund 281, PERS Reserve – the Fund Balance is restricted for future increases in the PERS rates.
- Fund 300 – Debt Service Funds – the Fund Balance is restricted for the payment of principal and interest related to the associated debt offerings as designated in the 2024-2025 adopted budget.
- Fund 400 – Capital Projects Funds – the Fund Balance is restricted for those purposes stated in each fund or program as designated in the 2024-2025 adopted budget.
- Fund 600 – Internal Service Funds – the Fund Balance is committed for the purpose of unemployment claims within the District for the 2024-2025 fiscal year.
- Fund 700 – Trust and Agency Funds – the Fund Balance is restricted for the purpose of providing scholarships to graduating seniors as designated by the scholarship board for the 2024-2025 fiscal year.

The above resolution statements were approved and declared adopted on this 20th day of June 2024.

Erin Cramer, Board Chair

Date

Attest, Lee Loving, Superintendent

Date

Superintendent
Lee Loving



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503-769-6924
Fax: 503-769-3578

**A RESOLUTION ADOPTING THE BUDGET AND MAKING APPROPRIATIONS FOR
FOR THE FISCAL YEAR 2024-2025
RESOLUTION 062024A**

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the North Santiam School District 29J hereby adopts the budget for the fiscal year 2024-2025 in the sum of \$57,003,249, now on file at the Business Office, 1155 N Third Avenue, Stayton, Oregon 97383.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated:

General Fund (100)

1000 Instruction	\$ 17,894,865
2000 Support Services	\$ 12,489,338
3000 Enterprise & Community Services	\$ 5,700
5200 Transfers of Funds	\$ 80,786
6000 Contingency	<u>\$ 661,661</u>
Total	\$ 31,132,350

Special Revenue Funds (200)

1000 Instruction	\$ 3,357,615
2000 Support Services	\$ 4,705,226
3000 Enterprise & Community Services	\$ 108,253
4000 Facilities Acquisition and Construction	\$ 200,000
5200 Transfers of Funds	\$ 258,425
5300 Apportionment of Funds by ESD	\$ 14,952
6000 Contingency	<u>\$ 2,313,022</u>
Total	\$ 10,957,493

Food Service (299)

3000 Enterprise & Community Services	<u>\$ 1,675,700</u>
Total	\$ 1,675,700

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Debt Service Funds (300)	
5100 Debt Service	\$ 5,125,000
6000 Contingency	<u>\$ 1,882,155</u>
Total	\$ 7,007,155
Capital Projects Funds (400)	
1000 Instruction	\$ 100,000
2000 Support Services	\$ 410,010
4000 Facilities Acquisition and Construction	\$ 2,551,654
5100 Debit Service	\$ 41,500
6000 Contingency	<u>\$ 1,308,266</u>
Total	\$ 4,411,430
Internal Service Funds (600)	
2000 Support Services	\$ 251,200
6000 Contingency	<u>\$ 589,379</u>
Total	\$ 840,579
Trust and Agency Funds (700)	
2000 Support Services	<u>\$ 48,542</u>
Total	\$ 48,542
Total Appropriations, All Funds	\$ 56,073,249
Total Unappropriated and Reserve Amounts, All Funds	<u>\$ 930,000</u>
Total Adopted Budget	\$ 57,003,249

The above resolution statements were approved and declared adopted on the 20th day of June 2024.

Erin Cramer, Board Chair

Date

Attest, Lee Loving, Superintendent

Date

Superintendent
Lee Loving



1155 N 3rd Avenue
Stayton, Oregon 97383

Phone: 503-769-6924
Fax: 503-769-3578

**A RESOLUTION IMPOSING THE TAX RATE AND CATEGORIZING TAXES FOR
FOR THE FISCAL YEAR 2024-2025
RESOLUTION 062024B**

IMPOSING THE TAX RATE

BE IT RESOLVED that the Board of Directors of the North Santiam School District 29J hereby imposes the taxes provided for in the recommended budget:

At the rate per \$1,000 of the assessed value of \$4.3973 for operations;
In the amount of \$2,202,000 for debt service on general obligation bonds;

And that these taxes are hereby imposed and categorized for the tax year 2024-2025 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI Section 11b as:

Education Limitation

Permanent Tax Rate.....\$4.3973/\$1,000 of assessed value for permanent rate tax

Excluded from Limitations

General Obligation Bond Debt Service.....\$2,202,000

The above resolution statements were approved and declared adopted on the 20th day of June 2024.

Erin Cramer, Board Chair

Date

Attest, Lee Loving, Superintendent

Date

Summary

[House Bill 2281](#) (2023), effective January 1, 2024, requires a district school board to designate one or more civil rights coordinators for the district. According to HB 2281, the civil rights coordinator may be an employee of the district or the district may contract with an ESD for the services of a civil rights coordinator.

HB 2281, Section 1 (see page 2 of the bill specifically) outlines the minimum responsibilities of a civil rights coordinator. Of note is the requirement to comply with rules adopted by the State Board of Education so OSBA is watching for news about these rules. Additionally, the bill includes use of the term “discrimination” which is defined further by ORS 659.850 and is used in the new bill. The bill further outlines a requirement for the Department of Education to make training available annually for these coordinators.

Finally, ORS 659.855, which allows the Superintendent of Public Instruction to sanction a public elementary or secondary school program if found in noncompliance with ORS 659.850 and 659.852, has been updated to include noncompliance with ORS 332.505(2) – Civil Rights Coordinator.

North Santiam School District

Code: AC
Adopted: 7/01/96
Revised/Readopted: 11/17/05; 3/20/08; 2/21/13;
9/17/15; 6/15/17; 3/01/18;
1/19/23
Orig. Code: AC

Nondiscrimination

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

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

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

The Board directs the superintendent to designate the district’s civil rights coordinator and make contact information available to staff, students and parents.^{²}

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act and Americans with Disabilities Act Amendments Act (ADA), Section 504 of the

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² {For additional information regarding civil rights coordinators and their responsibilities, see ORS 332.505(2).}

Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district’s administrative office and available on the home page of the district’s website.

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

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659A.003	ORS 659A.321
ORS 192.630	ORS 659A.006	ORS 659A.409
ORS 326.051(1)(e)	ORS 659A.009	OAR 581-002-0001 – 002-0005
ORS 332.505	ORS 659A.029	OAR 581-021-0045
ORS 408.230	ORS 659A.030	OAR 581-021-0046
ORS 659.805	ORS 659A.040	OAR 581-021-0047
ORS 659.815	ORS 659A.103 - 659A.145	OAR 581-022-2310
ORS 659.850 - 659.860	ORS 659A.230 - 659A.233	OAR 581-022-2370
ORS 659.865	ORS 659A.236	OAR 839-003
ORS 659A.001	ORS 659A.309	

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

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

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

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

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

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

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

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

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

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

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

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

Cross Reference(s):

ACA - Americans with Disabilities Act

ACB - Every Student Belongs

GBA - Equal Employment Opportunity

GBEA - Workplace Harassment

JB - Equal Educational Opportunity

KL - Public Complaints

Summary

[House Bill 3584](#) was passed in the 2023 legislative session. As a result of changes, OSBA recommends deleting the combined policy EBA/EBCA and splitting it into two separate policies – EBC and EBCA. It has been review by the Director of Safety and Security.

North Santiam School District

Code: EBC/EBCA
Adopted: 7/01/96
Revised/Readopted: 12/18/98; 3/17/16; 6/15/17
Orig. Code: EBC

Emergency Procedures and Disaster Plans

(Delete this double coded policy and consider EBC.)

The superintendent will develop and maintain a plan specifying procedures to be used in such emergencies as disorderly conduct, unlawful assembly, disturbances at school activities, natural disasters, fire, illness or injury of a student or staff member, and use of force on school property. The superintendent will consult with community and county agencies while developing this plan.

The district's Emergency Procedures Plan will meet the standards of the State Board of Education.

Copies of the Emergency Procedures Plan will be available in every school office and other strategic locations throughout the district. Parents will be informed of the district's plan for the care of students during an emergency situation. The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.

In the case of long term disruption to district operations as a result of a pandemic flu, declared public health emergency or other catastrophe, the district emergency plan shall at a minimum include the following:

1. Who is in charge of the district plan;
2. What steps the district will take to stop the spread of disease;
3. How sick students will be identified;
4. Transportation plan for sick students;
5. Disease containment measures for the district;
6. Communication plan for staff, students, parents;
7. Continuing education plan for students;
8. Procedures for dealing with student privacy rights;
9. Employee leave procedures during a pandemic flu or other catastrophe;
10. Employee pay and benefit plan and procedures;
11. Facility utilization by other agencies procedures;

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\)\(k\)](#)
[ORS 332.107](#)
[ORS 433.260](#)

[ORS 433.441](#)
[OAR 437-002-0161](#)

[OAR 581-022-2030\(3\)\(c\)](#)
[OAR 581-022-2220](#)
[OAR 581-022-2225](#)

Cross Reference(s):

EEAC - School Bus Safety Program
71GBE - Staff Health and Safety
JHCC - Communicable Diseases

Summary

As a result of changes required by [House Bill 3584](#) that was passed in the 2023 legislative session, OSBA recommends deleting the combined policy EBA/EBCA and splitting it into two separate policies – EBC and EBCA. It has been review by the Director of Safety and Security.

North Santiam School District

Code: EBC
Adopted:

Emergency Plan and First Aid**

The district will maintain a comprehensive safety program for all employees and students. This program will include a plan for responding to emergency situations. The superintendent will consult with community and county agencies while developing this plan. The district’s emergency plan will meet any requirements of the State Board of Education.

Copies of the emergency plan will be available in every school office and other strategic locations throughout the district. Parents or guardians will be informed of the district’s plan.

In each district facility, procedures for handling health emergencies will be established and made known to staff. All employees are expected to know where first-aid supplies and equipment are kept.

Each school in the district shall have, at a minimum, at least one staff member with a current first-aid/CPR/AED card for every 60 students enrolled and who are trained annually on the district and building emergency plans. Emergency planning will include the presence of at least one staff member with a current first-aid/CPR/AED card for every 60 students for school-sponsored activities where students are present.

The district shall provide instruction to staff and students in the emergency plan and safety program.

END OF POLICY

Legal Reference(s):

[ORS 30.800](#)
[ORS 192.660\(2\)\(k\)](#)
[ORS 332.107](#)
[ORS 433.260](#)
[ORS 433.441](#)

[OAR 437-002-0042](#)
[OAR 437-002-0120 - 0139](#)
[OAR 437-002-0161](#)
[OAR 437-002-0360](#)
[OAR 437-002-0377](#)
[OAR 581-022-2030\(3\)\(c\)](#)

[OAR 581-022-2220](#)
[OAR 581-022-2225](#)
[OAR 581-053-0003\(40\)](#)
[OAR 581-053-0220\(3\)\(e\)\(B\)\(iii\)](#)
[OAR 581-053-0320\(5\)\(b\)](#)
[OAR 581-053-0420\(2\)\(f\)\(B\)](#)

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

Summary

[House Bill 3584](#) was passed in the 2023 legislative session. The bill requires districts to adopt policy language about using electronic communication to notify parents, guardians and employees within 24 hours of a safety threat action that was not a drill. The bill states the communication should be “provided in a manner that communicates relevant facts and details as necessary and useful.” (HB 3584, Section 1., (3)(b)) As a result of changes, OSBA recommends deleting the combined policy EBA/EBCA and splitting it into two separate policies – EBC and EBCA. It has been review by the Director of Safety and Security.

North Santiam School District

Code: EBCA

Adopted:

Safety Threats**

“Safety threat action” means a lockdown, lockout, shelter in place or evacuation that: (a) is initiated by a school in response to a safety threat; and (b) is not a planned drill.

When a school or the district initiates a safety threat action, the school or district shall issue an electronic communication as expediently as possible and not later than 24 hours after initiation of the safety threat action. The communication will be issued in culturally appropriate languages to effectively communicate with parents and guardians of students attending the school at which the safety threat action occurred.

The communication must include:

1. A general description of the issue that caused the safety threat action to be taken;
2. The duration of time the safety threat action was taken, from when the action was initiated until when it concluded;
3. Actions taken by the school or district to resolve the situation that caused the safety threat action and actions taken to protect student safety; and
4. An explanation of how the situation was resolved.

The communication shall be provided in a manner which communicates relevant facts and details as may be necessary or useful for parents and guardians to understand any potential threats to student safety, and to assist parents and guardians in helping students understand and mentally process the incident and any resulting trauma.

A communication will also be issued to employees of the school at which the safety threat action occurred, and must include the same information as above and any additional information as may be permitted by relevant confidentiality and privacy requirements.

The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\)\(k\)](#)

[ORS 332.107](#)

[ORS 339.324](#)

Summary

House Bill 2280 (2023 Legislature) modified the definition of sexual harassment affecting schools and has since been followed up with new rule revisions. The revised definition changes the meaning of assault within the sexual harassment context and adds a section describing the meaning of “without consent,” which is also a new definition added to the law.

North Santiam School District

Code: GBN/JBA
Adopted: 7/21/16
Readopted: 10/19/17; 11/19/20; 6/17/21
Orig. Code: GBN/JBA

Sexual Harassment

The district

~~The District~~ is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district ~~District~~ processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

General Procedures

When information, a report or complaint regarding sexual harassment is received by the ~~district~~ ~~District~~, the ~~district~~ ~~District~~ will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* ~~JBA/GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and JBA/GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure~~). The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

OREGON DEFINITION AND PROCEDURES

Oregon Definition

Sexual harassment of students, staff members or third parties¹ shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:
 - a. Interferes with a student’s educational activity or program;

¹ “Third party” means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) ~~at~~ ~~A~~ a school-sponsored activity or program; or 3) ~~off~~ ~~Off~~ school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

- b. Interferes with a school or district staff member’s ability to perform their job; or
 - c. Creates an intimidating, offensive, or hostile environment.
3. Assault when sexual contact occurs without ~~the student’s, staff member’s or third party’s consent^{2, 3}~~
~~because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.~~

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person’s actions ~~action~~, offensive because of that other person’s sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one’s sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, ~~in a manner that is~~ sexual activity or performance. ~~in nature.~~

Oregon Procedures

Reports and complaints of sexual harassment should be made ~~to as outlined in~~ the following individual(s):

Name	Position	Phone	Email
Danielle Blackwell	Director of Human Resources	503-769-6924	danielle.blackman@nsantiam.k12.or.us

This individual is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. This person is also designated as the Title IX coordinator. See GBN/JBA-AR(1) - ~~Administrative Regulations: Sexual Harassment Complaint Procedure.;~~ [JBA/GBN-AR\(1\)](#)

[Federal Law Title IX Sexual Harassment Complaint Procedure: JBA/GBN-AR\(2\)](#)

Response

Any staff member who becomes aware of behavior that may violate this policy shall immediately report to a ~~district~~ District official. The ~~district~~ District official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

- 1. Student is protected and to promote a ~~nonhostile~~ non-hostile learning environment;
- 2. Staff member is protected and to promote a ~~nonhostile~~ non-hostile work environment; or

² “Without consent” means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

³ The statutory definition (ORS 342.704) for sexual harassment includes separate definitions with slightly different language for students, staff members and third parties. The language used in this policy comes from OAR 581-021-0038(1).

3. Third party who is subjected to the behavior is protected and to promote a ~~nonhostile~~non-hostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the ~~district~~District official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to immediately report their concerns to ~~district~~District officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate ~~district~~District official.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The ~~district~~District may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The ~~district~~District will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The ~~district~~District may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;
2. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for district electronic systems;
5. Trainings and education for staff and students; and
6. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the ~~district~~District will consider the following:

1. Removing that third party's ability to contract or volunteer with the districtDistrict, or be present on districtDistrict property;
2. If the third party works for an entity that contracts with the districtDistrict, communicating with the third party's employer;
3. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;
4. Limiting attendance at districtDistrict events; and
5. Providing for additional supervision, including law enforcement if necessary, at districtDistrict events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
2. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district'sDistrict's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notice

When a person⁴ who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the districtDistrict shall provide written notification to the following:

1. Each reporting person;
2. If appropriate, any impacted person who is not a reporting person;
3. Each reported person; and
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

⁴ Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

The written notification must include⁵:

1. Name and contact information for all person designated by the district to receive complaints;
2. The rights of the person that the notification is going to;
3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines;
4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;
5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;
6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
 - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
 - b. For the reported persons, information about and contact information for state and community-based mental health services.
8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
9. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

1. Be written in plain language that is easy to understand;
2. Use print that is of a color, size and font that allows the notification to be easily read; and
3. Be made available to students, students' parents, staff members and member of the public at each office, at the district office and on the website of the school or district.

⁵ Remember-confidentiality laws when providing any information.

Oregon Department of Education (ODE) Support

The ODE will provide technical assistance and training upon request.

FEDERAL DEFINITION AND PROCEDURES

Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the district **District** conditioning the provision of an aid, benefit, or service of the district **District** on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's **District's** education program or activity⁶;
3. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
4. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;
5. "Domestic violence **Violence**": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or
6. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A district's **District's** treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

Federal Procedures

The district **District** will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. See **JBA/GBN/JBA-AR(2)** - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

⁶ "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))

Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX coordinator **Coordinator** receiving the person's verbal or written report. The report can be made at any time.

Andy Gardner Danielle Blackwell is designated as the Title IX **Coordinator** and can be contacted at 503-769-6924. The Title IX **Coordinator** will coordinate the district's **District's** efforts to comply with its responsibilities related to this AR. The **district District** prominently will display the contact information for the Title IX **Coordinator** on the district website and in each handbook.

Response

The **district District** will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.⁷ The **district District** shall treat complainants and respondents equitably by providing supportive measures⁸ to the complainant and by following a grievance procedure⁹ prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX **Coordinator** is responsible for coordinating the effective implementation of supportive measures.

The Title IX **Coordinator** must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.¹⁰

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.¹¹ The **district District** must provide the respondent with notice and an opportunity to challenge the decision

⁷ (Title 34 C.F.R. §106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

⁸ (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment.⁸ The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

⁹ This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* **JBA/GBN/JBA-AR(2)** - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

¹⁰ The Title IX **coordinator Coordinator** may also discuss that the Title IX **coordinator Coordinator** has the ability to file a formal complaint.

¹¹ The **district District** may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

Notice

The district ~~District~~ shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX ~~Coordinator~~(s);
2. That the district ~~District~~ does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and
3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district ~~District~~ will respond.

Inquiries about the application to Title IX and its requirements may be referred to the Title IX ~~Coordinator~~ or ¹²the ~~Assistant Secretary~~¹³ ~~associate superintendent~~, or both.

No Retaliation

Neither the district ~~District~~ or any person may retaliate¹⁴ against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The district ~~District~~ must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX ~~Coordinator~~ shall be prominently published in the district student handbook and on the district website. This policy shall also be made available at each school office and at the district office. The district ~~District~~ shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

END OF POLICY

¹² ~~Of the United States Department of Education.~~

¹³ ~~Of the United States Department of Education.~~

¹⁴ Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Legal Reference(s):

[ORS 243.706](#)
[ORS 332.107](#)
[ORS 342.700](#)
[ORS 342.704](#)
[ORS 342.708](#)

[ORS 342.850](#)
[ORS 342.865](#)
[ORS 659.850](#)
[ORS 659A.006](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[OAR 581-021-0038](#)
[OAR 584-020-0040](#)
[OAR 584-020-0041](#)

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

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

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

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

Cross Reference(s):

AC - Nondiscrimination

ACB - All Students Belong

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

JBA/GBN - Sexual Harassment

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

JHFE - Reporting of Suspected Abuse of a Child

JHFF - Reporting Requirements Regarding Sexual Conduct with Students

Summary

[SB 758 \(2023\)](#) and [SB 756 \(2023\)](#) are impacting all the policies listed below. The legal references to IGBAF-Special Education-Individualized Education Program (IEP)** are updated to add references to the new laws.

Policy(ies) and ARs Impacted by these Revisions

IGBAF – Special Education – Individualized Education Program (IEP)**, Required

IGBAF-AR – Special Education: Individualized Education Program (IEP)**/*, Required

IGBAG – Special Education – Procedural Safeguards**, Required

JBAA – Section 504 – Students**, Version 1 and 2, Highly Recommended

JBAA-AR – Section 504 – Students**/*, Highly Recommended

North Santiam School District

Code: IGBAF
Adopted: 10/19/06
Revised/Readopted: 7/17/14; 10/19/17; 1/19/23
Orig. Code: IGBAF

Special Education - Individualized Education Program (IEP)**

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

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

END OF POLICY

Legal Reference(s):

[ORS 343.068](#)

[ORS 343.151](#)

[ORS 343.155](#)

[ORS 343.321 - 343.333](#)

[OAR 581-015-2000](#)

[OAR 581-015-2190](#)

[OAR 581-015-2195](#)

[OAR 581-015-2200](#)

[OAR 581-015-2205](#)

[OAR 581-015-2210](#)

[OAR 581-015-2215](#)

[OAR 581-015-2220](#)

[OAR 581-015-2225](#)

[OAR 581-015-2229](#)

[OAR 581-015-2230](#)

[OAR 581-015-2235](#)

[OAR 581-015-2055](#)

[OAR 581-015-2600](#)

[OAR 581-015-2065](#)

[OAR 581-015-2265](#)

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

Summary

Changes in Board policy IGBAG are due to the passage of [SB 758 \(2023\)](#) to add language to the Independent Educational Evaluations section stating parents are entitled to examine their student's record pertaining to identification, evaluation and educational placement, and the provisions of a free appropriate public education (FAPE) and setting a 10 business day timeline.

North Santiam School District

Code: IGBAG
Adopted: 7/01/96
Readopted: 10/19/06; 5/15/08; 10/19/17
Revised/Readopted: 7/17/14; 10/19/17
Orig. Code: IGBAG

Special Education - Procedural Safeguards**

Procedural Safeguards - General

A district ensures that students with disabilities and their families are afforded their procedural safeguards related to:

1. Access to students' educational records;
2. Parent and adult student participation in special education decisions;
3. Transfer of rights to students who have reached the age of majority;
4. Prior written notice of proposed district actions;
5. Consent for evaluation and for initial placement in special education¹;
6. Independent educational evaluation;
7. Dispute resolution through mediation, state complaint investigation, resolution sessions and due process hearings;
8. Discipline procedures and protections for students with disabilities, including placements related to discipline;
9. Placement of students during the pendency of due process hearings;

¹ If, at any time subsequent to the initial provision of special and related services, the parent of a child revokes consent in writing for the continued provision of special education and related services, the district: 1) may not continue to provide special education and related services to the child, but must provide prior written notice before ceasing the provision of special education and related services; 2) may not use mediation or due process procedures to obtain an agreement or ruling that the services may be provided to the child; 3) the district will not be considered to be in violation of the requirement to make a free appropriate public education (FAPE) available to the child because of the failure to provide the child with further special education and related services; and 4) the district is not required to convene an individualized education program (IEP) team meeting or develop an IEP for the child for further provision of special education or related services.

10. Placement of students by their parents in private schools;
11. Civil actions; and
12. Attorney's fees.

Procedural Safeguards Notice

The district provides to parents a copy of the *Procedural Safeguards Notice*, published by the Oregon Department of Education, at least once per year and upon initial referral or parent request for special education evaluation and ~~when the~~~~upon any other~~ parent requests a copy request. The district also gives a copy to the student at least a year before the student's 18th birthday or upon learning that the student is considered emancipated.

The district provides the *Procedural Safeguards Notice* in the parent's native language or other mode of communication unless it is clearly not feasible to do so. If the native language or other mode of communication of the parent is not a written language, the district takes steps to ensure that the notice is translated orally or by other means understandable to the parent and that the parent understands the content of the notice. The district maintains written evidence that it meets these requirements.

Parent or ~~Adult~~ adult Student Meeting Participation

1. The district provides parents or adult students an opportunity to participate in meetings with respect to the identification, evaluation, Individualized Education Program (IEP) and educational placement of the student, and the provision of a free appropriate public education (FAPE) to the student.
2. The district provides parents or adult students written notice of any meeting sufficiently in advance to ensure an opportunity to attend. The written notice:
 - a. States the purpose, time and place of the meeting and who is invited to attend;
 - b. Advises that parents or adult students may invite other individuals who they believe have knowledge or special expertise regarding the student;
 - c. Advises that the team may proceed with the meeting even if the parents are not in attendance;
 - d. Advises the parents or adult students who to contact before the meeting to provide information if they are unable to attend; and
 - e. Indicates if one of the meeting's purposes is to consider transition services or transition services needs. If so:
 - (1) Indicates that the student will be invited; and
 - (2) If considering transition services, identifies any agencies invited to send a representative (with parent or adult student consent).
3. The district takes steps to ensure that one or both parents of a child with a disability are present at each IEP or placement meeting or are afforded the opportunity to participate, including:
 - a. Notifying parents of the meeting early enough to ensure that they will have an opportunity to attend; and
 - b. Scheduling the meeting at a mutually agreed upon time and place.

4. If neither parent can attend, the district will use other methods to ensure an opportunity to participate, including, but not limited to, individual or conference phone calls or home visits.
5. The district may conduct an evaluation planning or eligibility meeting without the parent or adult student if the district provided meeting notice to the parent or adult student sufficiently in advance to ensure an opportunity to attend.

Access to Records

A parent is entitled at any reasonable time to examine all of the records of the district pertaining to the identification, evaluation and educational placement of their child and the provision of FAPE to their child. Records must be provided without undue delay, which may not exceed 10 business days, as defined in ORS 192.311, from the date of the request for the records. Records may be redacted only to the extent necessary to protect personally identifiable information of other children unless disclosure is authorized by law or court order.

END OF POLICY

Legal Reference(s):

ORS 343.155	OAR 581-015-2000	OAR 581-015-2310
ORS 343.165	OAR 581-015-2030	OAR 581-015-2325
ORS 343.173	OAR 581-015-2090	OAR 581-015-2330
ORS 343.177	OAR 581-015-2095	OAR 581-015-2345
ORS 343.181	OAR 581-015-2190	OAR 581-015-2360
	OAR 581-015-2195	OAR 581-015-2385
OAR 581-001-0005	OAR 581-015-2305	

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. §§ 300.300, 300.500 - 300.505, 300.515, 300.517.

Cross Reference(s):

JGDA/JGEA - Discipline of Students with Disabilities

Summary

[SB 758 \(2023\)](#) and [SB 756 \(2023\)](#) are impacting all the policies listed below. The legal references to JBAA – Section 504 – Students** are updated to add references to the new laws.

Policy(ies) and ARs Impacted by these Revisions

IGBAF – Special Education – Individualized Education Program (IEP)**, Required

IGBAF-AR – Special Education: Individualized Education Program (IEP)**/*, Required

IGBAG – Special Education – Procedural Safeguards**, Required

JBAA – Section 504 – Students**, Version 1 and 2, Highly Recommended

JBAA-AR – Section 504 – Students**/*, Highly Recommended

North Santiam School District

Code: JBAA
Adopted: 10/19/17
Orig. Code: JB

Section 504 – Students

In compliance with the requirements of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008 (ADA), the district shall ensure that no otherwise qualified individual with disabilities shall, solely by reason of ~~his/her~~ disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the district or those provided by the district through contractual or other arrangements. Programs and activities shall be accessible and usable by individuals with disabilities as prescribed by law.

The superintendent will ensure all ~~Section 504-qualified~~ students ~~with disabilities~~ are identified annually who qualify for Section 504. Students will be evaluated by a team of individuals knowledgeable about the student, the meaning of the evaluation data and placement options. Services will be provided as required by law.

The superintendent will develop administrative regulations as needed for the implementation of this policy and to meet the requirements of state and federal law. Regulations will include provisions to ensure notice of the district's responsibilities are provided as required and that procedures are established for students, parents and staff with complaints concerning district compliance with the provisions of law.

END OF POLICY

Legal Reference(s):

[ORS 192.630](#)

[ORS 326.051\(1\)\(e\)](#)

[ORS 343.068](#)

[ORS 659.850](#)

[ORS 659.865](#)

[ORS 659A.103](#)

[ORS 659A.109](#)

[OAR 581-015-2030](#)

[OAR 581-021-0045](#)

[OAR 581-021-0046](#)

[OAR 581-021-0049](#)

[OAR 581-022-2310](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).
Nondiscrimination on the Basis of Handicap in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 104 (2017).

Rehabilitation Act of 1973, 29 U.S.C. § 791, 793-794 (2012).

Americans with Disabilities Act Amendments Act of 2008.

Summary

With the passage of Senate Bill 283 (2023), the law was revised regarding superintendent contracts to remove mention of laws relevant to education service district boards added by Senate Bill 1521 in 2022 to ORS 332.505.

Corrected paragraphs are inserted into the body of the document if there were significant changes in the preceding paragraph that could impair reading comprehension. These will be noted with a box around the corrected version.

North Santiam School District

Code: CBG
Adopted: 7/01/96
Readopted: 8/21/97; 7/19/07; 12/14/17
Orig. Code: CBG

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job performance at least once each year. The evaluation will be ~~yearly~~ based on the superintendent's ~~a combination of the adopted Superintendent Qualifications, the job description, any applicable standards of performance, Board policy and/or progress in attaining any goals for the year established previously~~ by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will ~~must~~ be developed at a public board meeting prior to conducting the evaluation. The superintendent will be notified of the additional ~~Any such~~ criteria prior to the evaluation.

The Board's discussion and conferences ~~will be shared~~ with and about the superintendent and their ~~the superintendent, and appropriate indicators of accomplishment will be mutually identified prior to the evaluation. Timelines for the evaluation of said criteria will also be identified.~~

~~The superintendent's evaluation/assessment of~~ performance will be conducted in an executive session, unless the superintendent requests ~~an open~~ session open to the public. Such an executive session will not include ~~directives about or~~ a general evaluation of any district goal, objective or operation. Results of the evaluation will be written, ~~signed by the Board chair and superintendent,~~ and placed in the superintendent's personnel file.

Corrected Paragraphs: The Board's discussion and conferences with and about the superintendent and their performance will be conducted in an executive session, unless the superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any district goal, objective or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\), \(8\)](#)
[ORS 332.107](#)

[ORS 332.505](#)

[OAR 581-022-2405](#)

Hanson v. Culver Sch. Dist. (FDAB 1975).

Cross Reference(s):

BDC - Executive Sessions

CB - Superintendent

CBA - Qualifications and Duties of the Superintendent

Summary

There are not significant changes to the policy, however, it has been included in this update as a reminder to the board to review policy on evaluation of the superintendent to ensure current practice and contract language align, and for the superintendent to review administrator contract language with the same lens. If needed, revise policy language if different terms now apply. (OSBA has marked this update as "Required" along with policy CBG-Evaluation of the Supt)

North Santiam School District

Code: CCG
Adopted: 5/15/14
Revised/Readopted: 12/14/17; 3/01/18
Orig. Code: CCG

Evaluation of Administrators

The superintendent will implement and supervise an evaluation system for administrators ~~administrative personnel~~. The purpose of administrator evaluations is to assist an administrator with developing and strengthening ~~his/her~~ professional abilities, to improve the instructional program and management of the school system, and for supervisors to make recommendations regarding their employment and/or salary status.

Evaluation and support systems established by the district must evaluate administrators on a regular cycle. A formal evaluation will be conducted ~~regularly at least once each year~~.

The evaluation shall be conducted according to the following guidelines:

1. Evaluative criteria for each position will be in written form and made available to the administrator;
2. Evaluations will be made by the superintendent and/or a qualified, licensed designee;
3. Evaluations will be in writing and discussed with the administrator by the person who conducts the evaluation; and
4. The administrator being evaluated will have the right to attach a memorandum to the written evaluation, and have the right of appeal through established grievance procedures, if applicable.

An administrator's evaluation shall use the following educational leadership-administrator standards¹ adopted by the State Board of Education.

1. Visionary leadership;
2. Instructional improvement;
3. Effective management;

¹ These standards are aligned with the Interstate School Leaders Licensure Consortium (ISLLC) and the Educational Leadership Constituents Council (ELCC) standards for Education Leadership.

4. Inclusive practice;
5. Ethical leadership; and
6. Socio-political context.

Administrator evaluations shall be based on the core administrator standards adopted by the Oregon State Board of Education. The standards shall be customized based on collaborative efforts with the administrators and any exclusive bargaining representative of the administration.

Local evaluation and support systems established by the district for administrators must be designed to meet or exceed the requirements defined in the Oregon Framework for Teacher and Administrator Evaluation and Support Systems, including:

1. Four performance level ratings of effectiveness;
2. Consideration of multiple measures of administrator practice and responsibility which may include, but are not limited to:
 - a. Classroom-based assessments including observations, lesson plans and assignments;
 - b. Portfolios of evidence;
 - c. Supervisor reports; and
 - d. Self-reflections and assessments.
3. Consideration of evidence of student academic growth and learning based on multiple measures of student progress including performance data of students, schools and districts that is both formative and summative. Evidence may also include other indicators of student success;
4. A summative evaluation method for considering multiple measures of professional practice, professional responsibilities, and student learning and growth to determine the administrator's professional growth path;
5. Customized by the district, which may include individualized weighting and application of the standards.

An evaluation using the administrator standards must attempt to:

1. Strengthen the knowledge, skills, disposition and administrative practices of the administrator;
2. Refine the support, assistance and professional growth opportunities offered to the administrator, based on the individual needs of the administrator and the needs of the students, the school and the district;
3. Allow the administrator to establish a set of administrative practices and student learning objectives that are based on the individual circumstances of the administrator, including other assignments of the administrator;
4. Establish a formative growth process for each administrator that supports professional learning and collaboration with other teachers and administrators;
5. Use evaluation methods and professional development, support and other activities that are based on curricular standards and are targeted to the needs of the administrator; and

6. Address ways to help all educators strengthen their culturally responsive practices.

~~Evaluation and support systems established by the district must evaluate administrators on a regular cycle.~~ The superintendent shall regularly report to the Board on the implementation of the evaluation and support systems and educator effectiveness.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\),\(8\)](#)

[ORS 332.505](#)

[ORS 342.120](#)

[ORS 342.815](#)

[ORS 342.850](#)

[ORS 342.856](#)

[OAR 581-022-2405](#)

[OAR 581-022-2410](#)

[OAR 581-022-2420](#)

Hanson v. Culver Sch. Dist. (FDAB 1975).

Summary

The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-022-2220 on health services. The changes result in a requirement to develop “a written prevention-oriented health services plan for all students” (OAR 581-022-2220(1)). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings.

As a result of these changes, the following changes are recommended for this AR is recommended. The entire rule can be accessed here: [OAR 581-022-2220](#).

Corrected paragraphs are inserted into the body of the document if there were significant changes in the preceding paragraph that could impair reading comprehension. These will be noted with a box around the corrected version.

North Santiam School District

Code: EBBB
Adopted: 7/01/96
Revised/Readopted: 12/18/98; 6/15/17; 3/01/18
Orig. Code: EBBB

Injury~~/~~ or Illness Reports

All injuries ~~or~~ illnesses¹, sustained by the employee while in the actual performance of the duty of the employee, occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business will be reported immediately to a supervisor. Staff members will report self-administered first-aid² treatment to an immediate supervisor. All accidents involving employees, students, visiting public or district property will be reported immediately to a supervisor.

A written report will be submitted within 24 hours to the district’s safety officer. Reports will cover property damage as well as personal injury.

In the event of a work-related³ illness or injury to an employee resulting in in-patient~~an overnight~~

¹ The Oregon Occupational Safety and Health Division provides: “Injury or illness” means an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illnesses include both acute and chronic illnesses, such as, but not limited to, skin disease, respiratory disorder, or poisoning (record injuries and illnesses only if they are new, work-related cases that meet one or more of the recording criteria). (OAR 437-001-0015(39))

² For employees, “first aid” means any one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, or similar injuries that do not ordinarily require medical care. Such one-time treatment and subsequent observation is considered first aid even though it is provided by a physician or registered professional personnel. (OAR 437-001-0015(34))

³ An injury or illness is work related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting injury or illness. (OAR 437-001-0700(6))~~pre-existing condition.~~

hospitalization for medical treatment⁴ other than first aid, loss of an eye, amputation or avulsion⁵ the district safety officer shall report the incident to the Oregon Occupational Safety and Health Division (OR-OSHA). ~~This report will be made~~ within 24 hours after notification to the district of an illness or injury. Fatalities or catastrophes⁶ shall be reported⁷ to OSHA within eight hours.

ALL injuries or illnesses sustained by an employee, while in the actual performance of the duty of the employee or by a student or visiting public and accidents involving district property, employees, students or visiting public will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

The district safety officer will maintain records on ~~and reports on serious~~ injuries, illnesses, and ~~including~~ accidents involving district property, employees, students or visiting public. These records will include prevention measures taken, reporting information, ~~publics, and~~ periodic statistical reports on the number and types of injuries, illnesses and accidents occurring in the district, and ~~as well as on the measures being taken to prevent such accidents in the future.~~

~~The records will include~~ monthly and annual analyses ~~reporting information and an analysis~~ of accident ~~the~~ data, and ~~trends will be conducted at least annually.~~ Such reports will be submitted to the superintendent ~~for review annually.~~

Corrected Paragraph:

The district safety officer will maintain records on injuries, illnesses, and accidents involving district property, employees, students or visiting public. These records will include prevention measures taken, reporting information, periodic statistical reports on the number and types of injuries, illnesses and accidents occurring in the district, and monthly and annual analyses of accident data. Such reports will be submitted to the superintendent.

END OF POLICY

Legal Reference(s):

[ORS 339.309](#)

[OAR 437-001-0700](#)

[OAR 437-002-0360](#)

[OAR 437-001-0015](#)

[OAR 437-001-0704](#)

[OAR 437-002-0377](#)

[OAR 437-001-0760](#)

[OAR 581-022-2225](#)

Cross Reference(s):

GBE - Staff Health and Safety

⁴ “Medical treatment” is the management ~~includes managing~~ or care of ~~earing for~~ a patient to combat ~~for the purpose of combating~~ disease or disorder. The following are not considered medical treatment: visits to a physician ~~doctor~~ or other licensed health-care professional solely for observation or counseling; diagnostic procedures, such as x-rays and blood tests, including administering prescription medications ~~used~~ solely for diagnostic purposes; ~~or and~~ any procedure that can be labeled first aid according to OAR 437-001-0700(8)(d)(A)(iii).

⁵ Amputations and avulsions are only required to be reported if they result in bone loss. (OAR 437-001-0704(4))

⁶ “Catastrophe” ~~A catastrophe~~ is an accident in which two or more employees are fatally injured, or three or more employees are admitted to a hospital or an equivalent medical facility. (OAR 437-001-0015(11))

⁷ Reporting must be done in person or by telephone. (OAR 437-001-0704(3))

Summary

The Oregon Department of Human Services (DHS) reports the purpose of Senate Bill 231(2023) was to align state law with the agency's current process for receiving child abuse reporting, through a centralized child abuse reporting system established by DHS. Reports must still be submitted to DHS as directed or to a law enforcement agency.

Corrected paragraphs are inserted into the body of the document if there were significant changes in the preceding paragraph that could impair reading comprehension. These will be noted with a box around the corrected version.

North Santiam School District

Code: GBNAB/JHFE
Adopted: 2/16/23
Orig. Code: JHFE

Suspected Abuse of a Child Reporting Requirements**

Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall ~~orally report or cause an oral report~~ immediately make a report ~~by telephone or otherwise~~ to the ~~local office of the~~ Oregon Department of Human Services (DHS) through the centralized child abuse reporting system² ~~or its designee~~ or to ~~a~~ the law enforcement agency within the county where the person making the report is located at the time of the contact, ~~pursuant to Oregon Revised Statute (ORS) 419B.010~~. Any district employee who has reasonable cause to believe that **any person**³ with whom the employee is in contact has abused a child shall immediately report in the same manner described above.

Corrected Paragraph: Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall immediately make a report to the Oregon Department of Human Services (DHS) through the centralized child abuse reporting system¹ or to a law enforcement agency within the county where the person making the report is located at the time of the contact. Any district employee who has reasonable cause to believe that **any person**¹ with whom the employee is in contact has abused a child shall immediately report in the same manner described above.

The report must contain, if known, ~~or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010. If known, the report shall contain~~ the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

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

² How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233)

³ "Person" could include adult, student or other child.

Abuse of a child by district employees, contractors⁴, agents⁵, volunteers⁶, or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative ~~regulations~~**regulation**.

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

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

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

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

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

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

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

⁴ "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

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

⁶ "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

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

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

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

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

[ORS 339.370](#) - 339.400

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

[OAR 581-022-2205](#)

[ORS 418.257](#) - 418.259

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

Summary

The Oregon Department of Human Services (DHS) reports the purpose of Senate Bill 231(2023) was to align state law with the agency's current process for receiving child abuse reporting, through a centralized child abuse reporting system established by DHS. Reports must still be submitted to DHS as directed or to a law enforcement agency.

Corrected paragraphs are inserted into the body of the document if there were significant changes in the preceding paragraph that could impair reading comprehension. These will be noted with a box around the corrected version.

North Santiam School District

Code: GBNAB/JHFE-AR(1)

Adopted: 2/16/23

Orig. Code: JHFE-AR(1)

Reporting of Suspected Abuse of a Child

Reporting

Any district employee having reasonable cause to believe that **any child** with whom the employee comes in contact has suffered abuse¹ shall ~~make a orally report or cause an oral~~ report immediately ~~by telephone or otherwise~~ to the ~~local office of the~~ Oregon Department of Human Services (DHS) through the centralized child abuse reporting system² ~~or its designee~~ or to a law enforcement agency within the county where the person making the report is at the time of their contact. Any district employee who has reasonable cause to believe that **any person**³ with whom the employee is in contact has abused a child shall immediately report ~~in the same manner or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010.~~

Corrected Paragraph: Any district employee having reasonable cause to believe that **any child** with whom the employee comes in contact has suffered abuse¹ shall make a report immediately to the Oregon Department of Human Services (DHS) through the centralized child abuse reporting system¹ or to a law enforcement agency within the county where the person making the report is at the time of their contact. Any district employee who has reasonable cause to believe that **any person**¹ with whom the employee is in contact has abused a child shall immediately report in the same manner.

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

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

² How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233)

³ "Person" could include adult, student or other child.

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

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

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

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

When the designee receives a report of suspected abuse of a child by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave⁴ and take necessary actions to ensure the student's safety. The employee shall remain on leave until DHS or law enforcement determines that the report is substantiated and the district takes the appropriate employment action, or cannot be substantiated or is not a report of abuse and the district determines that either 1) an employment policy was violated and the district will take appropriate employment action against the employee, or 2) an employment policy has not ~~been~~ be violated and no action is required by the district against the employee.

When the designee receives a report of suspected abuse by a contractor agent or volunteer, the district shall prohibit the contractor, agent or volunteer from providing services to the district. The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected abuse has been investigated⁵ and a determination has been made by law enforcement or DHS that the report is unsubstantiated.

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

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

If the district is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, a record of the findings of the substantiated report and the

⁴ The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

⁵ The district will investigate all reports of suspected abuse, unless otherwise requested by DHS or ~~its designee or~~ law enforcement pursuant to law.

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

Definitions

1. Oregon law defines “abuse” in ORS 419B.005(1).~~recognizes these and other types of abuse:~~
 - a.~~Physical;~~
 - b.~~Neglect;~~
 - c.~~Mental injury;~~
 - d.~~Threat of harm;~~
 - e.~~Sexual abuse and sexual exploitation.~~
2. “Child” means an unmarried person who is under 18 years of age or is a child~~under 21 years of age and residing in or receiving care,~~ as defined in ORS 418.257~~or services at a child caring agency.~~
3. A “substantiated report” means a report of abuse that a law enforcement agency or DHS determines is founded.

Confidentiality of Records

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

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

Failure to Comply

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

Cooperation with Investigator

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

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

form. If the student is to be interviewed at the school, the administrator or designee shall make a private space available. The administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification, the administrator shall refuse access to the student.

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

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

June 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	Curriculum	approved
234723 - SUB Kinder Star Cinema	Star Cinemas 350 N 3rd Ave Stayton,	Sublimity School	6/12/2024	11:45am - 2:15pm	31	1	Correlates with Literacy/Science Ocean unit	Curriculum	approved
234899 - SMS AVID7 to Roths/McDonalds	Roths/McDonalds	Stayton Middle School	6/11/2024	11:30am - 1:00pm	22	2	Relational Capacity: the connection among individuals that develops over time when interactions are built on respect, trust, and authenticity	Curriculum	approved
234790 - SIS 5th Grade to Stayton Pool	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Stayton Middle School	6/10/2024	12:15pm - 2:40pm	88	12	To enhance students' understanding of water safety and basic swimming techniques through experiential learning in a supervised aquatic environment. By participating in this field trip, students will develop essential water safety skills, increase their confidence in the water, and gain a deeper appreciation for the importance of swimming as a life skill.	Curriculum	approved
234789 - SIS 4th Grade to Stayton Pool	Stayton Family Memorial Pool 333 W Burnett St. Stayton	Stayton Middle School	6/10/2024	11:00am - 2:00pm	82	12	see above	Curriculum	approved
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	Curriculum	approved
234413 - End of the Oregon Trail Field Trip	End of the Oregon Trail Interpretive Center 1726 Washington St, Oregon City	Mari-Linn School	6/7/2024	8:00am - 2:15pm	14	1	To experience the Oregon Trail in a new way after the 4th grade students have studied life along the Oregon Trail.	Curriculum	approved
234405 - 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	Curriculum	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	approved

234552 - Silver Falls State Park-South Falls Lodge	Silver Falls State Park-South Falls Lodge 20024 Silver Falls Hwy Sublimity	Sublimity School	6/6/2024	9:30am - 2:30pm	31	4	Wrap up the school year topics from ELA. Things like: reflecting on our actions, mother nature and exploration, being in harmony with nature and surviving the unthinkable.	Curriculum	approved
234639 - AVID End of Year Celebration	Lake Shore Lanes 5432 Pacific Blvd SW Albany	Stayton High School	6/6/2024	9:15am - 11:45am	62	6	Relational Capacity - AVID	AVID	approved
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.	Curriculum	approved
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	approved
234586 - Mari-Linn Promotion Party	Bullwinkle's 29111 Town Center Loop, Wilsonville	Mari-Linn School	6/5/2024	9:00am - 3:00pm	19	5	Promotion Celebration	PTA	approved
234118 - SMS 8th Grade Oaks Park	Oaks Park, 7805 SE Oaks Park Way, Portland	Stayton Middle School	6/5/2024	8:15am - 2:30pm	76	6	Promotion Celebration	PTC	approved
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	approved
235475 - Life Skills 8th Grade visit to SHS	Stayton High School	Sublimity School	6/4/2024	10:15am - 12:00pm	2	1	Students are visiting the classroom that they will be attending next year.		approved
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	Curriculum	approved
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	Curriculum	approved
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.	Curriculum	approved

234933 - SMS Cordry to Oregon Zoo	Oregon Zoo 4001 SW Canyon Rd, Portland	Stayton Middle School	6/3/2024	8:15am - 9:15am	15	4	Learning about animal habitats as it relates to our geography studies this year on Africa and South America	Curriculum	approved
234787 - SMS Smash Bros Tournament	Cascade Junior High 10226 Marion Rd SE, Turner	Stayton Middle School	5/31/2024	3:15pm - 6:30pm	20	2	Students will analyze the competitive dynamics and strategies used in professional video gaming, understand the role of teamwork and communication in a high-pressure environment, and explore the career opportunities within the technology industry.	Curriculum	approved
234927 - Mari-Linn 7th Gr Walking to Lyons Rural Fire Dept	Lyons FD and John Neal Park, Lyons	Mari-Linn School	5/31/2024	9:45am - 1:00pm	17	2	Learning about the City of Lyons, wildlife, nature walk and drug abuse from EMTs.	Curriculum	approved
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	approved
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.	Curriculum	approved
233973 - SES 3rd graders to visit SIS	Stayton Intermediate School	Stayton Elementary School	5/29/2024	9:30am - 11:00am	100	6	The 3rd graders will be taking a early look at their new building for next school year when they are 4th graders.	Curriculum	approved
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	Curriculum	approved
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	Curriculum	approved
234520 - 8th Grade Visiting the Highschool BioMed Program	Stayton High School 757 W Locust St, Stayton	Stayton Middle School	5/28/2024	8:00am - 10:30am	46	3	8th Grade learning about the HS Biomedical program as well as the AVID elective for incoming freshman.	Curriculum	approved
234555 - SHS Theater to Sherwood STAR Society 105	Sherwood Theater and Arts Resource Society 22520 SW Washington St Sherwood	Stayton High School	5/24/2024	5:00pm - 10:00pm	22	2	SHS Theater students have a rare opportunity to see a two person musical in an over 100 year old building with a brand new theater. Their objective is that they are going to see shows around their area.	Curriculum	approved

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 Knott's Berry Farm.	Curriculum	approved
234350 - SMS 8th AVID to LBCC	Linn Benton CC 6500 Pacific Blvd SW, Albany	Stayton Middle School	5/23/2024	9:15am - 1:00pm	17	2	Campus tour with a specific focus on trade options and dual enrollment with Oregon State	AVID	approved
232794 - 5th Grade Oregon Garden Field Trip	Oregon Garden 879 W Main St, Silverton	Sublimity School	5/23/2024	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	approved
234119 - AVID10 to University of Oregon	University of Oregon 1585 E 13th Ave Eugene	Stayton High School	5/23/2024	8:00am - 1:30pm	23	2	College Readiness and Exposure to School Campus/Life	AVID	approved
234503 - SES Music Program Dress Rehearsal	Stayton High School	Stayton Elementary School	5/22/2024	9:15am - 10:45am	358	20	Attend a musical performance and practice performing in front of an audience.	Curriculum	approved
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	Curriculum	approved
234559 - OMEA Jazz Band State Championships	Mount Hood Community College	Stayton High School	5/17/2024	10:00am - 9:15pm	23	1	Students will be performing and competing in the OMEA State Jazz Band festival. They will also be hearing and self evaluating other jazz bands from around the state.	Curriculum	approved
2298106 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	approved

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	Curriculum	approved
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.	Curriculum	approved
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	Curriculum	approved
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.	Curriculum	approved
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	Curriculum	approved
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	Curriculum	approved
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.	Curriculum	approved
234160 - CDE Days/Livestock Judging	Linn County Expo Center 3700 Knox Butte Road E. Albany	Stayton High School	5/7/2024	7:00am - 5:00pm	10	1	These events help students grow personally, as well as develop critical career and leadership skills.	FFA	approved
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	approved
231974 - SIS 5th Grade to JA Biz Town 107	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	approved

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	Curriculum	approved
233937 - Career Fair at Cascade High School	Cascade High School 10226 Marion Rd SE, Turner	Stayton High School	5/2/2024	8:15am - 10:30am	40	3	Career fair to explore job opportunities	Curriculum	approved
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"	Curriculum	approved
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.	Curriculum	approved
233884 - Pentagames	Cascade Junior High 10226 Marion Rd SE Turner	Sublimity School	4/26/2024	7:45am - 2:00pm	9	1	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.	Curriculum	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.	Curriculum	approved
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.	Curriculum	approved
233926 - SMS Band Festival	West Albany HS 2100 SW Elm St, Albany	Stayton High School	4/23/2024	12:45pm - 3:30pm	45	1	7/8 band festival competition	Curriculum	approved
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	approved
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	SkillsUSA	approved
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	SkillsUSA	approved
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	Curriculum	approved
233019 - ML 3rd Grade Swimming 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.	Curriculum	approved

233904 - OMEA Jazz Band Festival	West Albany HS 2100 SW Elm St, Albany	Stayton High School	4/16/2024	8:00am - 1:45pm	23	1	Students will be performing for a spot in the state jazz band championships. They'll also be listening to other bands from around the area perform and see what they can take from that to improve their playing.	Curriculum	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.	FFA	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 Champogeg 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
110 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	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 ¹¹¹ - 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 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	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 06/05/24

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	13	13
MARI-LINN	1	25	19	18	18	18	18	19	18	18	18	18
MARI-LINN	2	20	24	25	25	25	24	23	24	24	24	24
MARI-LINN	3	15	19	19	19	19	19	20	17	17	17	17
MARI-LINN	4	20	15	15	14	14	14	15	14	14	14	14
MARI-LINN	5	16	20	20	20	20	21	21	21	21	21	21
MARI-LINN	6	19	17	17	17	17	17	16	15	15	15	15
MARI-LINN	7	21	18	18	18	18	18	17	18	18	18	18
MARI-LINN	8	20	20	20	20	20	19	18	19	19	19	19
MARI-LINN	ALL	176	166	166	165	165	164	164	159	159	159	159
SUBLIMITY	KG	32	31	31	31	31	31	31	31	31	31	30
SUBLIMITY	1	40	34	34	34	34	34	33	33	34	34	34
SUBLIMITY	2	31	37	37	37	37	36	36	37	37	37	37
SUBLIMITY	3	45	33	33	33	33	33	33	33	33	33	33
SUBLIMITY	4	36	48	49	49	50	50	51	52	52	52	52
SUBLIMITY	5	43	37	36	37	35	35	34	35	35	35	35
SUBLIMITY	6	38	47	47	47	47	47	48	49	49	49	49
SUBLIMITY	7	51	36	36	35	35	35	34	33	33	33	33
SUBLIMITY	8	42	49	49	50	48	48	48	48	48	48	48
SUBLIMITY	ALL	358	352	352	353	350	349	348	351	352	352	351
OA-VIRTUAL ACADEMY	KG	1	1	1	1	1	0	0	0	0	0	0
OA-VIRTUAL ACADEMY	1	0	0	1	0	1	1	1	1	1	1	1
OA-VIRTUAL ACADEMY	2	1	0	1	0	0	0	0	0	0	0	0
OA-VIRTUAL ACADEMY	3	1	0	0	0	0	0	0	0	0	0	0
OA-VIRTUAL ACADEMY	4	1	0	0	1	2	2	1	1	1	1	1
OA-VIRTUAL ACADEMY	5	1	1	1	1	1	1	2	2	2	2	2
OA-VIRTUAL ACADEMY	6	2	1	1	1	2	2	3	4	3	2	1
OA-VIRTUAL ACADEMY	7	5	1	1	2	2	3	3	3	3	3	3
OA-VIRTUAL ACADEMY	8	7	4	3	4	6	8	9	8	9	8	8
OA-VIRTUAL ACADEMY	9	11	2	6	7	9	8	9	11	12	15	14
OA-VIRTUAL ACADEMY	10	26	10	12	13	15	15	17	16	19	21	20
OA-VIRTUAL ACADEMY	11	32	37	19	19	19	17	17	15	16	15	14
OA-VIRTUAL ACADEMY	12	53	45	15	15	12	11	15	18	19	19	13
OA-VIRTUAL ACADEMY	ALL	141	102	61	64	70	68	77	79	85	87	76
OA-LOCUST ST ACA/GED	9										2	2
OA-LOCUST ST ACA/GED	10							4	8	8	10	9
OA-LOCUST ST ACA/GED	11	included above		18	20	18	16	22	24	26	23	17
OA-LOCUST ST ACA/GED	12	included above		31	31	26	25	29	27	27	27	7

OA-LOCUST ST ACA/GED	ALL			49	51	44	41	55	60	61	62	36
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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	29	30
STAYTON ELEMENTARY	KG	74	67	69	69	69	67	66	69	68	69	69
STAYTON ELEMENTARY	1	83	75	73	74	74	69	71	68	70	72	71
STAYTON ELEMENTARY	2	91	87	87	87	87	90	92	91	89	90	88
STAYTON ELEMENTARY	3	83	100	96	96	97	97	98	96	96	97	97
STAYTON ELEMENTARY	ALL	361	362	355	356	357	353	357	354	352	357	355
STAYTON INTERMEDIATE	4	97	86	84	83	80	79	82	80	81	82	81
STAYTON INTERMEDIATE	5	93	98	96	95	94	92	87	86	87	88	87
STAYTON MIDDLE	6	87	100	101	99	98	95	96	94	97	97	96
STAYTON MIDDLE	7	74	95	95	95	95	97	97	92	91	93	93
STAYTON MIDDLE	8	105	80	80	77	75	72	76	75	76	76	76
SIS/SMS TOTAL	ALL	456	459	456	449	442	435	438	427	432	436	433
STAYTON HIGH	9	194	195	186	185	181	182	179	177	173	173	172
STAYTON HIGH	10	170	189	186	183	182	180	175	170	166	164	165
STAYTON HIGH	11	135	158	154	151	149	146	141	139	138	137	137
STAYTON HIGH	12	134	134	123	122	122	120	115	114	113	113	111
Early College (off campus)		16	16	16	16	16	16	16	16	16	16	16
Transitions (post-grad SPED)				5	5	5	5	5	5	5	5	5
STAYTON HIGH	ALL	649	692	670	662	655	649	631	621	611	608	606
NSSD	TOTAL	2141	2133	2101	2100	2083	2059	2070	2051	2052	2062	2016
# Registered w/ WESD to homeschool		118	118	122	125	125	123	117	117	113	111	111
# Enrolled in Virtual Charter Schools		84	80	83	86	85	86	86	85	82	82	81

3% of total NSSD student population= 76.41 ~ This is the number of students that can be enrolled in virtual charter schools before the cap is reached and students will no longer be released by NSSD

Notes

NSSD receives Preschool Promise Grant monies for preschool grades but does not receive state funding as it does for grades K-12

Some OA (Option Academy) numbers decreased at the end of May as some students finished their courses early.



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 (2nd 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 1st.
- **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 1st.
- **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)