

## Regular Meeting

Thursday, November 18, 2021 6:00 PM

The Dalles Middle School - Commons, 1100 East 12th Street, 1100 East 12th Street, The Dalles, Oregon 97058

|   |   |
|---|---|
| 1. <b>Adjourn into Executive Session</b>  | <b>Presenter:</b> Jose Aparicio, Chair                        |
| 2. <b>Call Regular Meeting to Order and Pledge of Allegiance</b>  | <b>Presenter:</b> Jose Aparicio, Chair                        |
| 3. <b>Review / Revision of the Agenda</b>   |   |
| 4. <b>District Mission / Vision Statement</b>   |   |
| 5. <b>Student / Staff Recognition</b>   |   |
| 5.a.  |   |
| <ul style="list-style-type: none"><li>• Recognize Nutrition Services Staff</li><li>• Recognize The Dalles High School Fall Sports Teams</li></ul> |   |
| 6. <b>Student Representative Reports</b>  |   |
| 7. <b>Comments from the Audience about Non Agenda Items</b>   |   |
| 8. <b>Consent Agenda</b>  |   |
| 8.a. School Board Meeting Minutes from October 28th, 2021.  |   |
| 8.b. Personnel Report   |   |
| 9. <b>Board Action Calendar - Review</b>  |   |
| 10. <b>School Board Sub Committee Reports:</b>  |   |
| 11. <b>Old Business:</b>  |   |
| 11.a. <b><u>Discussion/Action Item: Review and approve proposed 2021-2022 Board Goals</u></b>   | <b>Presenter:</b> Jose Aparicio, Chair                        |
| 12. <b>New Business:</b>  |   |
| 12.a. <b><u>Presentations / Reports:</u></b>  |   |
| 12.a.1. <b>Presentation / Report:</b> Nutrition Services Department   | <b>Presenter:</b> Dottie Ray, Nutrition Services Director     |
| 12.a.2. <b>Presentation / Report:</b> Student Investment Account (SIA) Annual Report  | <b>Presenter:</b> Scott Whitbeck, School Improvement Director |
| 12.a.3. <b><u>Superintendent's Report</u></b>   |   |
| 12.a.3.a. <b>Action Item:</b> Recommendation to approve dismissal of licensed staff member  |   |
| 12.a.4. <b><u>Chief Financial Officer's Report</u></b>  |   |
| 12.a.4.a. <b><u>Financial Statements:</u></b>   |   |

12.a.4.b. Student Enrollment:

12.a.5. Board Attorney's Report

13. Discussion / Action Items:

13.a. **Action Item:** Request to Retire & Rehire  
- J Powell until June 2022. **Presenter:** Brian  
Schimel, Director of  
Human Resources

13.b. **Action Item:** School Board to Vote for:  
OSBA Board of Directors Position 2 (Gorge Region)  
and for the OSBA Legislative Policy Committee  
representative for Position 2 (Gorge Region).  
*Submission of votes to OSBA is open from November  
15th until December 17th, 2021.*

13.c. **Action Item:** **Approve Resolution #20-22-  
03: Resolution Transferring Appropriations  
Redistribution of Appropriations** **Presenter:** Kara  
Flath, CFO

13.d. **Action Item:** **Approve funding for  
cafeteria space at Chenoweth Elementary School** **Presenter:** Kara  
Flath, CFO

13.e. **Action Item:** **Award contract for purchase  
of district cameras** **Presenter:** Kara  
Flath, CFO

14. 1st Reading on School Board Policies  
(informational only):

14.a. Policy ACB: All Students Belong

14.b. Policy CM: Compliance and Reporting on  
Standards

14.c. Policy GBA: Equal Employment Opportunity

14.d. Policy DJC: Bidding Requirements

14.e. Policy GBEA: Workplace Harassment

15. 2nd Reading / Adoption on School Board  
Policies (action required):

15.a. Policy AC: Nondiscrimination

15.b. Policy BBAA: Individual Board Member's  
Authority & Responsibility

15.c. Policy BD/BDA: Board Meetings

15.d. Policy BDDH: Public Participation in  
Board Meetings

16. Informational Only:

16.a. Policy ACB-AR: Bias Incident Complaint  
Procedure

17. Adjourn the Regular School Board Meeting

# North Wasco County School District

Human Resource Office • Brian Schimel - Director  
3632 West 10th Street • The Dalles, Oregon 97058 • (541) 506-3420

## PERSONNEL CHANGES AND VACANCIES School Board Meeting – November 18, 2021 *Current as of – November 10, 2021*

*Reference ORS 332.505 (2b) A District Board may employ personnel, including teachers and administrators, necessary to carry out the duties and powers of the board and fix the duties, terms and conditions of employment and the compensation.*

### Licensed Staff – New Hires

| NAME              | POSITION                          | BUILDING | COMMENTS                 |
|-------------------|-----------------------------------|----------|--------------------------|
| Jonathan Kranzley | FT Sub-CTE Woods (Temp 21-22)     | TDHS     | Begins October 22, 2021  |
| Olivia Martinez   | FT Sub-Language Arts (Temp 21-22) | TDHS     | Begins November 19, 2021 |

### Licensed Staff – Internal Transfer and or Hires

| NAME         | CURRENT BUILDING AND ASSIGNMENT | NEW BUILDING AND ASSIGNMENT                      |
|--------------|---------------------------------|--|
| Shawn Manciu | WC/Ed Asst III-Crossroads       | TDHS-Secondary CTE-Woods Begins November 29,2021 |

### Licensed Staff – Resignation/Retirements/Separation of Employment

| NAME              | POSITION         | BUILDING | COMMENTS                    |
|-------------------|------------------|----------|-----------------------------|
| Jonathan Kranzley | FT Sub-CTE Woods | TDHS     | Resigning November 19, 2021 |

### Licensed Staff– Request for Leave of Absence

| NAME | POSITION | BUILDING | COMMENTS |
|------|----------|----------|----------|
| N/A  |          |          |          |

### Administrative Staff – New Hires

| NAME | POSITION | BUILDING | COMMENTS |
|------|----------|----------|----------|
| N/A  |          |          |          |

### Administrative Staff – Internal Transfer and or Hires

| NAME | CURRENT BUILDING AND ASSIGNMENT | NEW BUILDING AND ASSIGNMENT |
|------|---------------------------------|-----------------------------|
| N/A  |                                 |                             |

### Administrative Staff – Resignation/Retirements/Separation of Employment

| NAME          | POSITION                    | BUILDING        | COMMENTS               |
|---------------|-----------------------------|-----------------|------------------------|
| Brian Schimel | Director of Human Resources | District Office | Retiring June 30, 2022 |

Please Note: The following information regarding ESP employment is presented to the Board for purposes of (Information Only) and requires no action.

### ESP Staff – New Hires – No Action Required

| NAME           | POSITION                | BUILDING | COMMENTS                |
|----------------|-------------------------|----------|-------------------------|
| Lorena Marquez | Secretary III-Registrar | TDMS     | Begins November 9, 2021 |
| Eric Flores    | ED Asst II-ELL          | TDHS     | Began October 28, 2021  |

### ESP Staff –Transfers and Internal Hires – No Action Required

| NAME        | CURRENT BUILDING AND ASSIGNMENT | NEW BUILDING AND ASSIGNMENT |
|-------------|---------------------------------|-----------------------------|
| Viola South | Secretary III-Registrar TDMS    | Secretary V-Lead TDMS       |

### ESP Staff – Request for Leave of Absence – No Action Required

| NAME | POSITION | BUILDING | COMMENTS |
|------|----------|----------|----------|
| N/A  |          |          |          |

**ESP Staff – Resignation/Retirements/Separation of Employment – No Action Required**

| NAME                 | POSITION                 | BUILDING      | COMMENTS                    |
|----------------------|--------------------------|---------------|-----------------------------|
|                      | Ed Asst III-SPED         | TDHS          | Separation October 25, 2021 |
|                      | SLPA                     | District Wide | Separation October 25, 2021 |
|                      | COTA                     | District Wide | Separation October 25, 2021 |
| Erica Salvagno-Lente | Ed Asst IV-Media         | DHE           | Resigning October 30, 2021  |
| Danni Dooley         | Ed Asst I-Duty Asst      | DHE           | Resigning November 14, 2021 |
| Shawn Manciu         | Ed Asst III-Crossroads   | WC            | Resigning November 19, 2021 |
| Hannah Page          | Ed Asst II-Instructional | DHE           | Resigning December 3, 2021  |
| Mary Stephens        | Secretary I-Attendance   | CES           | Retiring December 17, 2021  |

**Confidential Staff – New Hires – No Action Required**

| NAME | POSITION | BUILDING | COMMENTS |
|------|----------|----------|----------|
| N/A  |          |          |          |

**Confidential Staff – Resignation/Retirements/Separation of Employment – No Action Required**

| NAME | POSITION | BUILDING | COMMENTS |
|------|----------|----------|----------|
| N/A  |          |          |          |

**Coaching Staff – New Hires – No Action Required**

| NAME           | POSITION                   | BUILDING | COMMENTS                 |
|----------------|----------------------------|----------|--------------------------|
| Nate Timmons   | Asst Coach-Swimming        | TDHS     | Begins November 15, 2021 |
| Shea Macnab    | Head Coach-Swimming        | TDHS     | Begins November 15, 2021 |
| Joe Martin     | Head Coach-Boys Basketball | TDMS     | Begins October 26, 2021  |
| Steffan Geiter | Asst Coach-Boys Basketball | TDMS     | Begins October 28, 2021  |

**Coaching Staff – Resignations/Separation of Employment – No Action Required**

| NAME | POSITION | BUILDING | COMMENTS |
|------|----------|----------|----------|
| N/A  |          |          |          |

**Advertised Vacancies**

| Position                                 | HRS/FTE    | Building       | Close Date        | Comments   |
|--|------------|----------------|-------------------|------------|
| Substitute Bus Driver (Pool)             | Substitute | Transportation | Open Until Filled | Advertised |
| Bus Driver                               | 8 Hrs      | Transportation | Open Until Filled | Advertised |
| Educational Assistant I-Duty Assistant   | 7.5 Hrs    | CES            | Open Until Filled | Advertised |
| Educational Assistant II (1 positions)   | 7.5 Hrs    | CES            | Open Until Filled | Advertised |
| Educational Assistant II-Title I         | 7.5 Hrs    | CES            | Open Until Filled | Advertised |
| Educational Assistant III-SELA           | 7.5 Hrs    | CES            | Open Until Filled | Advertised |
| Educational Asst III-SPED                | 7.5 Hrs    | CES            | Open Until Filled | Advertised |
| Bilingual Family Liaison                 | 8 Hrs      | CES            | Open Until Filled | Advertised |
| Educational Assistant I-Duty Assistant   | 3.75Hrs    | CWE            | Open Until Filled | Advertised |
| Educational Assistant I-Duty Assistant   | 7.5 Hrs    | DHE            | Open Until Filled | Advertised |
| Educational Asst III-SPED                | 3.75 Hrs   | DHE            | Open Until Filled | Advertised |
| Educational Asst IV-Media PT             | 3.75 Hrs   | DHE            | Open Until Filled | Advertised |
| Special Education Teacher                | 8 Hrs      | District Wide  | Open Until Filled | Advertised |
| Educational Asst III-SPED                | 7.5 Hrs    | District Wide  | Open Until Filled | Advertised |
| Full Time Sub Teacher (Temp 21-22)       | 8 Hrs      | District Wide  | Open Until Filled | Advertised |
| Occupational Therapist                   | 8 Hrs      | District Wide  | Open Until Filled | Advertised |
| Certified Occupational Therapy Assistant | 8 Hrs      | District Wide  | Open Until Filled | Advertised |

|   |          |               |                   |            |
|---|----------|---------------|-------------------|------------|
| Speech Language Pathologist                 | 8 Hrs    | District Wide | Open Until Filled | Advertised |
| Speech Language Pathologist Assistant       | 8 Hrs    | District Wide | Open Until Filled | Advertised |
| Juvenile Detention Teacher                  | 8 Hrs    | NORCOR        | Open Until Filled | Advertised |
| Maintenance I                               | 8 Hrs    | Operations    | Open Until Filled | Advertised |
| District Courier/Maintenance I              | 8 Hrs    | Operations    | Open Until Filled | Advertised |
| Health Occupations Teacher                  | 4 Hrs    | TDHS          | Open Until Filled | Advertised |
| Educational Asst III-SPED                   | 7.5 Hrs  | TDHS          | Open Until Filled | Advertised |
| Educational Asst III-SPED                   | 7.5 Hrs  | TDMS          | Open Until Filled | Advertised |
| Ed Asst I-Supervision Duty                  | 3.75 Hrs | TDMS          | Open Until Filled | Advertised |
| Educational Assistant II-Instructional Asst | 7.5 Hrs  | TDMS          | Open Until Filled | Advertised |
| LTCT Teacher                                | 8 Hrs    | WC            | Open Until Filled | Advertised |
| Assistant Coach-Softball                    | Seasonal | TDHS          | Open Until Filled | Advertised |
| Assistant Coach-Girls Basketball            | Seasonal | TDHS          | Open Until Filled | Advertised |
| Head Football Coach                         | Seasonal | TDHS          | Open Until Filled | Advertised |
| Assistant Football Coach                    | Seasonal | TDHS          | Open Until Filled | Advertised |
| Assistant Coach-Boys Basketball             | Seasonal | TDMS          | Open Until Filled | Advertised |
| Assistant Coach-Wrestling                   | Seasonal | TDMS          | Open Until Filled | Advertised |
| Head Coach-Girls Basketball                 | Seasonal | TDMS          | Open Until Filled | Advertised |



North Wasco  
County School  
District #21

November &  
December

2021

## Improve Quality of Life: Falling Leaves



Autumn leaves are beautiful—but removing them can be a lot of work! The American Chiropractic Association says homeowners should take care to prevent injuries while leaning up the yard. When raking, ACA recommends uses the scissor stance: keep your right foot forward and left foot back for a few minutes then switch. When bending over, always bend at the knees, not the waist!

## Promote Student Well-Being: Supply Chain Disruptions

Offering a wide range of healthy and delicious menu choices has always been an essential part of our dining program in North Wasco County School District. Providing healthy breakfasts, lunches, and snacks containing wholesome ingredients ensures our students are ready to perform at their highest levels in the classroom, on the sports field, and throughout their day. We see this as an important part of what makes our North Wasco County School District such a thriving learning community.

If you've shopped in our local grocery stores or dined in some of our neighborhood restaurants, you may have noticed that some of your favorite items may be temporarily unavailable. Global supply shortages, transportation delays and even inclement weather have all contributed to the limited availability of pantry staples and specialty products alike. Unfortunately, our North Wasco County School District food service program isn't immune from some of these challenges. Since the beginning of the school year, we have experienced product shortages. We are anticipating some products and ingredients will continue to be unavailable to us because of these never-before-seen disruptions. However, you can rest assured that we're working diligently to ensure balanced nutritious meals that meet and exceed USDA guidelines will continue to be



featured across our menus. At the same time, we're also doing everything that we can to make sure student and parent favorites are also available, even when the most popular products might be in high demand. With so many delicious menu items to choose from, we're confident that students will always find something they enjoy eating. We apologize for any inconvenience that these product shortages might cause and sincerely appreciate your patience. As always, we welcome your questions and feedback.

# Promote Community Well-Being: It's More than a Meal Application!

We strongly encourage all parents/guardians to submit a Meal Application. Even though all meals are free right now, these applications help the district receive resources. Completing an application takes less than 10 minutes, and parents only need to complete one Meal Application.

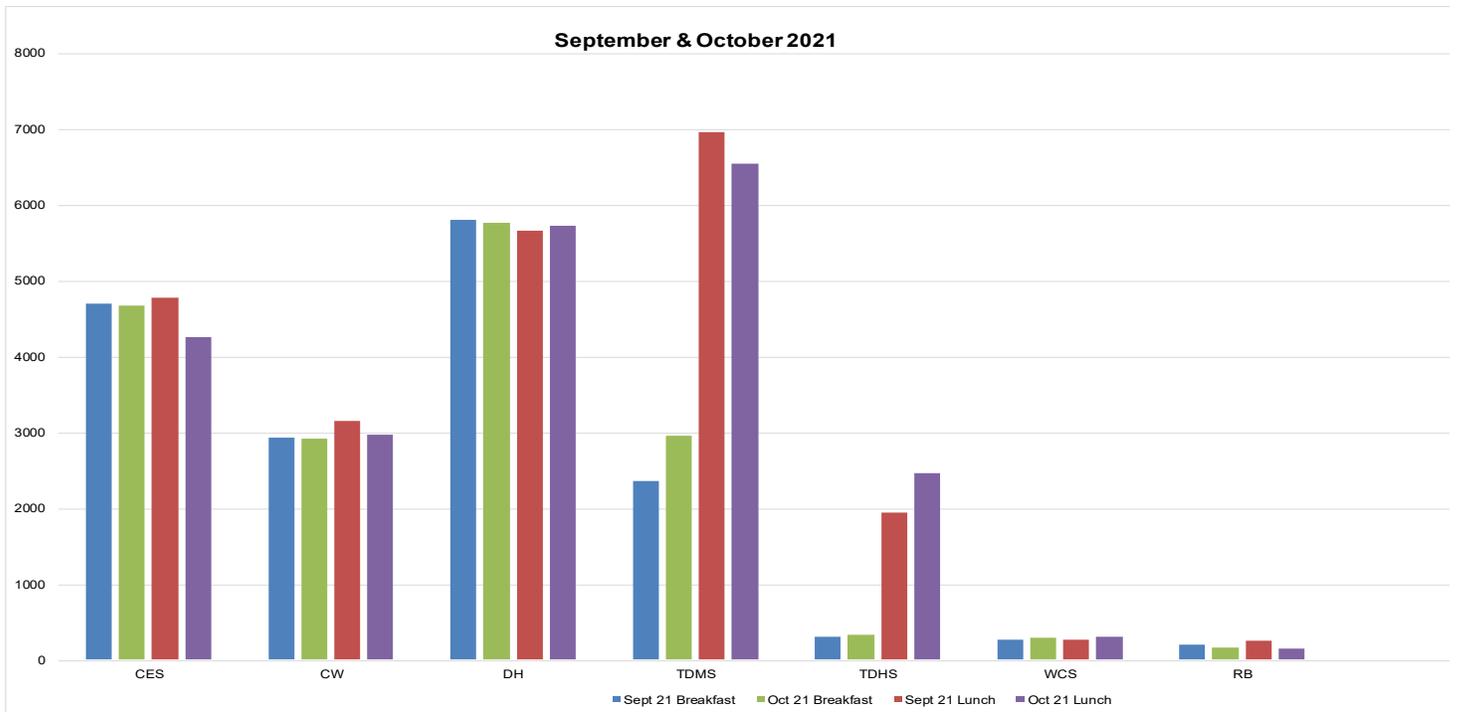
Meal Applications may be downloaded from our website. Additionally, families may complete meal applications online! Once you submit an application, you will receive a notice in the mail as to whether your child/children can receive free or reduced price meals. Every eligible form that

is not submitted means lost resources for our schools!

Filling out the School Meal Application may help provide:



## Performance: Average Daily Participation



The chart above compares the average daily participation (ADP) during the months of September & October 2021. The comparison to last year would not be true as we were in pandemic service. This school year, we are happy to see a more traditional service model and continue to see an increase in meals served as we move into November. Percentage participation is up at the HS compared to previous years as well. The slight decreases in meals are due to population decreasing with student quarantine.

# Improve Quality of Life: Dietitian's Corner

Welcome to the dietitian's corner! In every newsletter Sodexo's West Region registered dietitian and core menu planner, Stacie Reiter, will be sharing nutrition tips and helpful information!

Take charge of your health this fall! Preventive care can help identify medial issues before they become problematic resulting in prompt and less invasive treatment. This can help reduce your long term medical costs and help you stay healthier! Most preventive care can be done at no cost to you with insurance.

Start with an annual check-up! A yearly check-up is important for people of all ages in the prevention and management of chronic diseases. Your doctor will likely review your medical history, take some routines labs, and go through a physical. This is a great time to ask your doctor any questions you may have about your health and taking the steps you need to stay healthy.

Complete your routine screenings too. Routine screenings specific to sex and age can help with early identification and treatment of many diseases like cancer. Screenings may include a DEXA scan, a well woman visit, colonoscopy, a skin cancer screening, and a mammogram.

Be sure to also visit your dentist for your dental cleanings. Bi-annual dental cleanings are more than just cleaning your teeth. They can also help identify issues that if addressed early can prevent further gum disease, tooth loss, and cavities.

Visiting your eye doctor can't be overlooked either. Routine eye exams vary in frequency from person to-person depending on their vision, family history, age, and other medical conditions. Routine eye exams check your vision, update prescriptions if needed for contacts or glasses, and screen for eye diseases.



Created by Joshua Becasen

More than ever, it's important to check in with your mental health too. Traditional in-person or virtual appointments with a mental health expert can help with sorting through the stressors of life. This can be physical, mental, emotional, social, or a traumatic experience that impacts daily life.

Finally, an overall positive nutrition goal is incredibly important. Visiting with a registered dietitian can be impactful in the prevention and treatment of many chronic diseases. A dietitian can equip you with the tools that work for you to live a healthier life.

Stacie Reiter, RDN, SNS  
Registered Dietitian &  
School Nutrition Specialist



My name is Dottie Ray and I am the Director of Nutrition Services for the North Waco County School District. I love working for Sodexo and supporting their values. I am passionate about supporting the North Wasco Nutrition Services Team in our pursuit of enriching the lives of our student body, staff and community.

Feel free to reach out to me with any questions! My phone number is 5541-506-3449ext. 3023 and my email is [rayd@nwasco.k12.or.us](mailto:rayd@nwasco.k12.or.us) or [Dorothy.Ray@sodexo.com](mailto:Dorothy.Ray@sodexo.com)

# Promote Student Well-Being: School Meal Service during the Pandemic

We want to remind everyone that the North Wasco County School District is still serving meals at NO CHARGE to all children through USDA's National School Lunch Program Seamless Summer Option (SSO)! No charge meals will be provided for the duration of the 2021-22 school year!

The SSO maintains the nutrition standards of the standard school meal programs – including a strong emphasis on providing fruits and vegetables, fluid milk, whole grains, and sensible calorie levels, while allowing schools to serve meals to all children at **no charge**. This flexibility, a version of which was first implemented at the beginning of the pandemic, is part of the federal government's plan to reopen schools safely. Please note: adults and students wishing to purchase ala carte items like a single milk must pay for those items.



We expect a return to normal meal service in the 2022-23 school year and previous district meal charging policies will be reinstated.

Many studies have shown that students are more productive at learning when they are free from hunger and well nourished so allow us to help your school year be successful and partake in school meals this year!

This year we have seen an increase in the number of meals served to our students and are happy to be a part of their daily routine!

## Fresh Pick of the Month

Fresh Pick is a nutrition-education program of Sodexo and is designed to further the awareness of the many benefits of eating fruits, vegetables and whole grains among students, parents, guardians, faculty, staff and the entire community.

Our Fresh Pick for this fall is lentils! Nutritious lentils are an excellent source of Molybdenum and Folic Acid. They are a very good source of dietary fiber and Manganese, as well as Iron, Protein, Phosphorus, Copper, Thiamin and Potassium. Lentils contain no cholesterol and are very low in saturated fat and sugar. They are also a good source of cholesterol-lowering fiber, and are great for helping to prevent blood sugar levels from rising rapidly after a meal. Lentils also provide slow burning, complex carbohydrates and increase energy by replenishing your iron stores. Unlike red meat, lentils are not rich in fat and calories, so they are a great alternative.





## Let's Get Cooking

### LENTIL SOUP WITH PASTA (SERVES 8)

#### INGREDIENTS:

- 2 C Lentils
- 1 C Penne pasta
- 1/4 C Yellow onion (diced)
- 1 Tsp Garlic (raw)
- 1/2 C Canned tomato (diced)
- 1/2 C Carrot matchsticks
- 3 T Parmesan cheese (grated)
- 1 1/2 T Cornstarch mixed with 3 T water
- 1 Tsp Dried Parsley

**NUTRITION FACTS:**  
81 calories, 3g fat,  
60mg sodium, 3g fiber

#### Lemon Dressing

- 2 T Unsweetened lemon juice (frozen)
- 1 Tsp Canola/olive oil blend
- 1/4 Tsp Black pepper (ground)
- 1/4 Tsp Kosher salt

#### DIRECTIONS:

1. Prepare lentils and pasta according to recipes.
2. Dice onion 1/4".
3. Mine garlic.
4. Drain tomatoes.
5. Whisk together lemon juice, oil, salt and pepper in a non-reactive bowl until blended.
6. Combine lentils, pasta, onion, carrots and tomatoes with lemon dressing in serving pan.
7. Garnish with parmesan cheese and parsley.

## BITS & BITES ABOUT LENTILS

There are hundreds of varieties of lentils, with as many as fifty or more cultivated for food. Some of the more popular types of lentils include Brown, Black (Beluga), Puy (or French Green), Green, Red Chief (or Split Red), Petite Crimson, Yellow (or Toor Dal), White, Split Black and Macchiados. All lentils have an earthy, nutty flavor, and some varieties have a slight peppery taste.



## It's All HISTORY

The earliest archaeological dating of lentils is from the Paleolithic and Mesolithic layers of Franchthi Cave in Greece (13,000 to 9,500 years ago). Lentils are one of the first foods to have ever been cultivated. The ancient Greeks very much enjoyed lentils, especially in soups. Aristophanes said, "You, who dare insult lentil soup, sweetest of delicacies." The Greeks also made lentils into bread. Before the 1st century AD, lentils were introduced to India, a country whose traditional cuisine still bestows high regard for the spiced lentil dish known as Dal. In many Catholic countries, lentils have long been used as a staple food during Lent. Currently, the leading commercial producers of lentils include India, Turkey, Canada, China and Syria.

## By The NUMBERS

**60%** The amount of daily dietary fiber  
**ONE CUP OF LENTILS**  
**CONTAINS**

**230** THE AMOUNT OF  
CALORIES IN ONE  
CUP OF COOKED  
**LENTILS**

freshpick  
for better health  
by sodexo



freshpick review

# Farm to School Grant Working

Glory Orchard providing Sweet Emerald Apples traveling less than 30 miles to get to our students.





**sodexo**  
QUALITY OF LIFE SERVICES

In partnership with:



**Today's Safety Moment** will be about taking care of your mental health. It is even more important now than ever to make sure we take care ourselves as we take care of others.

### Consistent Self Care

- Eat well, drink enough water, get enough sleep and exercise
- Get support: Ask friends and family for help.
- Get regular care: Take time to nurture yourself
- Communicate your needs, thoughts and feelings, “speak your truth.”
- Spend time with family
- Have a new experience
- Take breaks
- Have fun each day
- Set goals in life



**3 checks  
FOR SAFETY**  
BEFORE STARTING A JOB,  
STOP AND THINK

# During Emergency Feeding Period of the Pandemic



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**From March 2019, till March 2020**

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Food Service moved into  
Emergency Feeding Programs

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Curbside, Home and Buses  
deliveries, multi-day meal kits

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**352085**

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**Meals served**

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Special Call-out

**Transportation  
Team**

Incredible Teamwork

# Fall of 2021



**Participation**  
**Elementary 71%**  
**Middle 58%**  
**High 18%**

# Serving up Local Fresh Fruit and Vegetable



Farm To School Grant \$19,000



Fresh Fruit & Vegetable Program \$32,000



# All Students Eat Free

**No registration or paperwork required!**

Make sure to check out the weekly menu for your favorites and new, exciting meal choices.



This institution is an equal opportunity provider.



**North Wasco County School District**  
**Student Investment Account (SIA): Annual Report for 2020 / 2021**  
**How Our Funds Are Being Spent and How They Benefit Students and Staff**

|  |   |
|--|---|
| <p>1. There are clear impacts from the reduction in SIA funding and from the direct efforts to respond to COVID-19. While you can't fully set those aside, what is important for your community, including focal student groups, families, and educators, to understand about your SIA implementation efforts during the 2020-21 school year and the positive impacts that have occurred? How were you able to make progress towards the goals and outcomes you were aiming at with SIA funding and processes?</p> | <p>The largest portion of our SIA dollars are funding counselors for all of our schools. These counselors provide social-emotional and behavioral support for students who have experienced trauma, and for the many students who struggle to step back into on-site, full-day instruction in physical classrooms. We are beginning to see some positive impacts on student self-management and sense of emotional safety, but we anticipate this is a long-term need and will require our efforts to continue support for this work.</p> <p>Our staff who have attended trainings focused on Multi-Tiered Systems of Support (MTSS) are better prepared to identify students' individual needs and provide instruction and supports to meet those individual needs.</p>  |
| <p>2. What barriers, impediments, or challenges to your SIA implementation have you faced or identified that are helpful for your community and/or state leaders to be aware of?</p>   | <p>One challenge to our plans for ongoing professional development (PD) continues to be the small number of people in our substitute pool. This has resulted in us having very little opportunity to hire substitutes to release classroom teachers to attend PD offerings.</p> <p>Our PD plans have by necessity been scaled down and are occurring in staff meetings and PD times within the regular contracted day. Staff are doing an admirable job in creatively participating in professional learning, and our district is discussing ways to possibly increase our substitute pool, both for PD coverage and for day-to-day teacher absences. When a school has a classroom with an absent teacher and no substitute, they must find ways to engage those students in other classrooms. Our school educators are doing everything they can to maintain an intellectually rigorous program and a safe and welcoming classroom environment, considering our difficulty in maintaining continuity of staffing.</p> |
| <p>3. SIA implementation includes ongoing engagement with focal students, the families of focal students, and educators. What successes and challenges, if any,</p>  | <p>A success has been an increasing awareness of how we are engaging students and their families as well as educators in decision-making, and the need to increase these opportunities, especially for those who have not been given the opportunities.</p> <p>A related challenge is that, due to COVID-19 safety procedures, we are not able to have in-person meetings with stakeholders as we would like to.</p>  |

**North Wasco County School District**  
**Student Investment Account (SIA): Annual Report for 2020 / 2021**  
**How Our Funds Are Being Spent and How They Benefit Students and Staff**

|  |   |
|--|---|
| <p>have you experienced in maintaining engagement?</p>   | <p>We recognize that for many people the in-person connection is much more conducive to authentic and meaningful participation. Virtual meetings allow it to take place to a degree, but that lacks the personal touch of live gatherings. As COVID-19 requirements are able to be lessened in the future, we look forward to more of the personal engagement opportunities.</p>  |
| <p>4. Please share your professional assessment of what guided your choices and prioritization efforts in the first year of SIA implementation? What stands out? Anything important or surprising to report back or reflect on? How were key decisions on scaled down implementation made? What impacts, if any, are helpful to name in how you navigated through the last year, specifically as it relates to SIA implementation?</p> | <p>Our decisions were guided by input from school and district leaders. This was done at regularly scheduled team meetings, and in groups of grades K-8 and 9-12 administrators.</p> <p>Principals and Vice Principals sought input from their staff team as well as parents and students in their daily engagement with constituents. We also engaged leaders in special education, operations, finance, human resources, nutrition services, and transportation services for discussions and decision-making for issues that affect them and their teams.</p> <p>Areas we have scaled back on, including PD as described in prior responses, were agreed upon by leaders with input from their staff teams. The impact of needing to use virtual means of meeting and sharing information has resulted in our district team as a whole developing greater fluency and confidence in the use of technology for communications and collaboration - all focused on the most important factor, student learning and well-being.</p> |

# NORTH WASCO COUNTY SCHOOL DISTRICT

## FY 2022 Expenditure Status Report

For the month ending October 31st, 2021

| DESCRIPTION                               | Budget            | Year to Date     | Encumbrances      | Balance          | % Budget Expended |
|---|-------------------|------------------|-------------------|------------------|-------------------|
| <b>100 General Fund</b>                   |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 19,807,277        | 3,834,577        | 14,660,715        | 1,311,985        | 19.36%            |
| 2000 - Support Services                   | 13,894,143        | 3,697,989        | 7,558,212         | 2,637,942        | 26.62%            |
| 5000 - Debt Service & Fund Transfers      | 776,000           | 776,000          | -                 | -                | 100.00%           |
| 6000 - Contingency                        | 300,000           | -                | -                 | 300,000          | 0.00%             |
| 7000 - Unappropriated Ending Fund Balance | 592,881           | -                | -                 | 592,881          | 0.00%             |
| <b>Totals</b>                             | <b>35,370,301</b> | <b>8,308,566</b> | <b>22,218,927</b> | <b>4,842,808</b> | <b>23.49%</b>     |
| <b>210 - Federal Programs Fund</b>        |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 3,940,702         | 390,788          | 1,185,629         | 2,364,285        | 9.92%             |
| 2000 - Support Services                   | 998,829           | 332,767          | 301,711           | 364,351          | 33.32%            |
| 3000 - Enterprise & Community Services    | 161,487           | 18,819           | -                 | 142,668          | 11.65%            |
| 4000 - Capital Outlay                     | 208,000           | 73,990           | -                 | 134,010          | 35.57%            |
| 7000 - Unappropriated Ending Fund Balance | 6,320,040         | -                | -                 | 6,320,040        | 0.00%             |
| <b>Totals</b>                             | <b>11,629,058</b> | <b>816,364</b>   | <b>1,487,340</b>  | <b>9,325,354</b> | <b>7.02%</b>      |
| <b>220 - State Grant Funds</b>            |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 2,832,895         | 607,571          | 1,165,486         | 1,059,838        | 21.45%            |
| 2000 - Support Services                   | 1,350,417         | 328,470          | 1,191,153         | (169,206)        | 24.32%            |
| 3000 - Enterprise & Community Services    | 441,483           | 56,357           | -                 | 385,126          | 12.77%            |
| 4000 - Capital Outlay                     | 2,234,866         | 1,296,134        | -                 | 938,732          | 58.00%            |
| <b>Totals</b>                             | <b>6,859,661</b>  | <b>2,288,532</b> | <b>2,356,639</b>  | <b>2,214,490</b> | <b>33.36%</b>     |
| <b>230 - Local Grants</b>                 |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 50,000            | 4,679            | -                 | 45,321           | 9.36%             |
| 2000 - Support Services                   | -                 | 1,424            | 7,565             | (8,989)          | #DIV/0!           |
| <b>Totals</b>                             | <b>50,000</b>     | <b>6,103</b>     | <b>7,565</b>      | <b>36,332</b>    | <b>12.21%</b>     |
| <b>240 - Vocational Education Fund</b>    |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 46,900            | -                | -                 | 46,900           | 0.00%             |
| <b>Totals</b>                             | <b>46,900</b>     | <b>-</b>         | <b>-</b>          | <b>46,900</b>    | <b>0.00%</b>      |
| <b>242 - Enterprise Zone Funds</b>        |                   |                  |                   |                  |                   |
| 2000 - Support Services                   | 773,380           | 6,388            | -                 | 766,992          | 0.83%             |
| 4000 - Capital Outlay                     | -                 | 12,300           | -                 | (12,300)         | #DIV/0!           |
| <b>Totals</b>                             | <b>773,380</b>    | <b>18,688</b>    | <b>-</b>          | <b>754,692</b>   | <b>2.42%</b>      |
| <b>250 Nutrition Services Fund</b>        |                   |                  |                   |                  |                   |
| 3000 - Enterprise & Community Services    | 1,605,915         | 200,320          | 487,136           | 918,459          | 12.47%            |
| <b>Totals</b>                             | <b>1,605,915</b>  | <b>200,320</b>   | <b>487,136</b>    | <b>918,459</b>   | <b>12.47%</b>     |
| <b>285 Technology Fund</b>                |                   |                  |                   |                  |                   |
| 2000 - Support Services                   | 132,000           | 65,722           | 1,260             | 65,018           | 49.79%            |
| 7000 - Unappropriated Ending Fund Balance | 100,000           | -                | -                 | -                | -                 |
| <b>Totals</b>                             | <b>232,000</b>    | <b>65,722</b>    | <b>1,260</b>      | <b>65,018</b>    | <b>28.33%</b>     |
| <b>290 - Student Body Funds</b>           |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 545,000           | 700              | -                 | 544,300          | 0.13%             |
| 2000 - Support Services                   | 12,000            | 86               | -                 | 11,914           | 0.72%             |
| 7000 - Unappropriated Ending Fund Balance | 75,000            | -                | -                 | 75,000           | 0.00%             |
| <b>Totals</b>                             | <b>632,000</b>    | <b>786</b>       | <b>-</b>          | <b>631,214</b>   | <b>0.12%</b>      |
| <b>292 - Textbook Replacement Fund</b>    |                   |                  |                   |                  |                   |
| 1000 - Instruction                        | 755,000           | -                | -                 | 755,000          | 0.00%             |
| <b>Totals</b>                             | <b>755,000</b>    | <b>-</b>         | <b>-</b>          | <b>755,000</b>   | <b>0.00%</b>      |

| DESCRIPTION                                     | Budget            | Year to Date      | Encumbrances      | Balance           | % Budget Expended |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>295 - Bus Replacement Fund</b>               |                   |                   |                   |                   |                   |
| 2000 - Support Services                         | 287,000           | 286,424           | -                 | 576               | 99.80%            |
| <b>Totals</b>                                   | <b>287,000</b>    | <b>286,424</b>    | <b>-</b>          | <b>576</b>        | <b>99.80%</b>     |
| <b>298 - Vehicle Replacement Fund</b>           |                   |                   |                   |                   |                   |
| 2000 - Support Services                         | 53,000            | -                 | -                 | 53,000            | 0.00%             |
| <b>Totals</b>                                   | <b>53,000</b>     | <b>-</b>          | <b>-</b>          | <b>53,000</b>     | <b>0.00%</b>      |
| <b>303 - OSBA PERS Bonds</b>                    |                   |                   |                   |                   |                   |
| 5000 - Debt Service & Fund Transfers            | 1,752,230         | -                 | -                 | 1,752,230         | 0.00%             |
| 7000 - Unappropriated Ending Fund Balance       | -                 | -                 | -                 | -                 | 0.00%             |
| <b>Totals</b>                                   | <b>1,752,230</b>  | <b>-</b>          | <b>-</b>          | <b>1,752,230</b>  | <b>0.00%</b>      |
| <b>304 - Full Faith &amp; Credit Obligation</b> |                   |                   |                   |                   |                   |
| 5000 - Debt Service & Fund Transfers            | 380,000           | -                 | -                 | 380,000           | 0.00%             |
| 7000 - Unappropriated Ending Fund Balance       | -                 | -                 | -                 | -                 | 0.00%             |
| <b>Totals</b>                                   | <b>380,000</b>    | <b>-</b>          | <b>-</b>          | <b>380,000</b>    | <b>0.00%</b>      |
| <b>Total All Funds</b>                          | <b>60,426,445</b> | <b>11,991,505</b> | <b>26,558,867</b> | <b>21,776,073</b> | <b>19.84%</b>     |

## NORTH WASCO COUNTY SCHOOL DISTRICT

FY 2022 Expenditure Status Report  
For the month ending October 31st, 2021

| Balance Sheet | General Fund | State Special Revenues | Nutrition Services | Technology Fund | Student Body Funds** | Replacement Funds | Debt Service Funds | District Fund Totals | **Totals |
|---------------|--------------|------------------------|--------------------|-----------------|----------------------|-------------------|--------------------|----------------------|----------|
|---------------|--------------|------------------------|--------------------|-----------------|----------------------|-------------------|--------------------|----------------------|----------|

| ASSETS:                   |                  |                  |                |                |                |                |                  |                  |                  |
|---------------------------|------------------|------------------|----------------|----------------|----------------|----------------|------------------|------------------|------------------|
| Cash & Investments        | 928,628          | (983,848)        | (8,300)        | 145,987        | 354,643        | 792,681        | 1,182,047        | 2,057,195        | 2,411,838        |
| Accounts Receivable       | 1,029,196        |                  | -              |                |                |                |                  | 1,029,196        | 1,029,196        |
| Inventory/Prepaid expense | 306,972          | -                | 3,898          |                |                |                |                  | 310,870          | 310,870          |
| <b>Total Assets</b>       | <b>2,264,796</b> | <b>(983,848)</b> | <b>(4,402)</b> | <b>145,987</b> | <b>354,643</b> | <b>792,681</b> | <b>1,182,047</b> | <b>3,397,261</b> | <b>3,751,904</b> |

| LIABILITIES:             |                |          |              |          |          |          |          |                |                |
|--------------------------|----------------|----------|--------------|----------|----------|----------|----------|----------------|----------------|
| Accounts Payable         | 26,999         | -        |              |          |          |          |          | 26,999         | 26,999         |
| Payroll Liabilities      | (21,926)       | -        | -            |          |          |          |          | (21,926)       | (21,926)       |
| Deferred Revenue         | 596,907        | -        | 4,323        |          |          |          |          | 601,230        | 601,230        |
| <b>Total Liabilities</b> | <b>601,980</b> | <b>-</b> | <b>4,323</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>606,303</b> | <b>606,303</b> |

| FUND BALANCE:             |                  |                  |                |                |                |                |                  |                  |                  |
|---------------------------|------------------|------------------|----------------|----------------|----------------|----------------|------------------|------------------|------------------|
| <b>Total Fund Balance</b> | <b>1,662,816</b> | <b>(983,848)</b> | <b>(8,725)</b> | <b>145,987</b> | <b>354,643</b> | <b>792,681</b> | <b>1,182,047</b> | <b>2,790,958</b> | <b>3,145,601</b> |

| Revenues & Expenditures: 2020-21 Year to Date |                  |                  |                |                |                |                |                  |                  |                  |
|---|------------------|------------------|----------------|----------------|----------------|----------------|------------------|------------------|------------------|
| Beginning Fund Balance                        | 306,286          | 816,451          | 3,284          | 111,709        | 348,009        | 693,620        | 13,499           | 1,944,849        | 2,292,858        |
| Year to Date Revenues                         | 9,668,736        | 1,330,027        | 188,311        | 100,000        | 32,941         | 385,485        | 1,168,548        | 12,841,107       | 12,874,048       |
| Year to Date Expenditures                     | 8,312,206        | 3,130,326        | 200,320        | 65,722         | 26,307         | 286,424        | -                | 11,994,998       | 12,021,305       |
| Year to Date Net Income (Loss)                | 1,356,530        | (1,800,299)      | (12,009)       | 34,278         | 6,634          | 99,061         | 1,168,548        | 846,109          | 852,743          |
| <b>Ending Fund Balance</b>                    | <b>1,662,816</b> | <b>(983,848)</b> | <b>(8,725)</b> | <b>145,987</b> | <b>354,643</b> | <b>792,681</b> | <b>1,182,047</b> | <b>2,790,958</b> | <b>3,145,601</b> |

## NORTH WASCO COUNTY SCHOOL DISTRICT

FY 2022 Expenditure Status Report

For the month ending October 31st, 2021

| Fund                            | Beginning Fund Balance | Budgeted Revenue    | Revenue Collected YTD | % Collected   | Projected Revenue   | Total Budget         | Expended YTD        | Encumbered           | Projected Expenditures | % of Budget Expended | Revenue - Expenditures YTD | Projected Ending Fund Balance |
|---------------------------------|------------------------|---------------------|-----------------------|---------------|---------------------|----------------------|---------------------|----------------------|------------------------|----------------------|----------------------------|-------------------------------|
| 100 - GENERAL FUND              | \$ 307,487             | \$35,370,301        | \$ 9,668,736          | 27.34%        | \$33,488,610        | \$ 35,370,301        | \$ 8,312,206        | \$ 22,218,927        | \$ 32,746,578          | 23.50%               | \$ 1,356,530               | \$ 1,049,519                  |
| 210 - FEDERAL PROGRAMS          | \$ 34,713              | \$11,712,059        | \$ 253,591            | 2.17%         | \$ 2,333,934        | \$ 11,629,057        | \$ 816,800          | \$ 1,487,340         | \$ 2,333,932           | 7.02%                | \$ (563,209)               | \$ 34,715                     |
| 220 - STATE GRANTS              | \$ 148,327             | \$ 6,859,661        | \$ 1,076,405          | 15.69%        | \$ 4,645,376        | \$ 6,859,662         | \$ 2,288,737        | \$ 2,356,639         | \$ 4,645,376           | 33.37%               | \$ (1,212,332)             | \$ 148,327                    |
| 230 - LOCAL GRANT PROGRAMS      | \$ 52,902              | \$ 50,000           | \$ -                  | 0.00%         | \$ -                | \$ 50,000            | \$ 6,103            | \$ 7,565             | \$ 13,668              | 12.21%               | \$ (6,103)                 | \$ 39,234                     |
| 240 - VOCATIONAL EDUCATION FUND | \$ 45,747              | \$ 46,900           | \$ 31                 | 0.07%         | \$ 125              | \$ 46,900            | \$ -                | \$ -                 | \$ -                   | 0.00%                | \$ 31                      | \$ 45,872                     |
| 242 - ENTERPRISE ZONE PROJ FUND | \$ 533,380             | \$ 773,380          | \$ -                  | 0.00%         | \$ 240,000          | \$ 773,380           | \$ 18,688           | \$ -                 | \$ 568,688             | 2.42%                | \$ (18,688)                | \$ 204,692                    |
| 250 - NUTRITION SERVICES        | \$ 3,284               | \$ 1,605,915        | \$ 188,311            | 11.73%        | \$ 1,535,854        | \$ 1,605,914         | \$ 200,320          | \$ 487,136           | \$ 1,211,529           | 12.47%               | \$ (12,009)                | \$ 327,609                    |
| 285 - TECHNOLOGY & EQUIPMENT    | \$ 111,709             | \$ 232,000          | \$ 100,000            | 43.10%        | \$ 100,000          | \$ 232,000           | \$ 65,722           | \$ 1,260             | \$ 66,982              | 28.33%               | \$ 34,278                  | \$ 144,727                    |
| 290 - STUDENT BODY ACCOUNT      | \$ 348,009             | \$ 632,000          | \$ 32,941             | 5.21%         | \$ 197,649          | \$ 632,000           | \$ 26,307           | \$ -                 | \$ 263,071             | 4.16%                | \$ 6,634                   | \$ 282,587                    |
| 292 - TEXTBOOK REPLACEMENT FUND | \$ 552,821             | \$ 755,000          | \$ 199,407            | 26.41%        | \$ 199,407          | \$ 755,000           | \$ -                | \$ -                 | \$ 750,000             | 0.00%                | \$ 199,407                 | \$ 2,228                      |
| 295 - BUS REPLACEMENT           | \$ 88,254              | \$ 204,000          | \$ 186,044            | 91.20%        | \$ 276,153          | \$ 287,000           | \$ 286,424          | \$ -                 | \$ 286,424             | 99.80%               | \$ (100,380)               | \$ 77,983                     |
| 298 - VEHICLE REPLACEMENT       | \$ 52,545              | \$ 53,000           | \$ 34                 | 0.06%         | \$ 34               | \$ 53,000            | \$ -                | \$ -                 | \$ 52,545              | 0.00%                | \$ 34                      | \$ 34                         |
| 303 - OSBA PERS BONDS           | \$ 82                  | \$ 1,752,230        | \$ 788,548            | 45.00%        | \$ 1,752,148        | \$ 1,752,230         | \$ -                | \$ -                 | \$ 1,752,230           | 0.00%                | \$ 788,548                 | \$ -                          |
| 304 - FULL FAITH & CREDIT OBLIG | \$ 13,417              | \$ 380,000          | \$ 380,000            | 100.00%       | \$ 380,000          | \$ 380,000           | \$ -                | \$ -                 | \$ 380,000             | 0.00%                | \$ 380,000                 | \$ 13,417                     |
| <b>Total All Funds</b>          | <b>\$2,292,677</b>     | <b>\$60,426,446</b> | <b>\$12,874,048</b>   | <b>21.31%</b> | <b>\$45,149,290</b> | <b>\$ 60,426,444</b> | <b>\$12,021,307</b> | <b>\$ 26,558,867</b> | <b>\$ 45,071,023</b>   | <b>19.89%</b>        | <b>\$ 852,741</b>          | <b>\$ 2,370,944</b>           |

**NORTH WASCO COUNTY SCHOOL DISTRICT**

**Federal Relief Funds**

For the month ending October 31st, 2021

| <b>ESSER (CARES Act)</b>                  |                     | <b>\$760,676.15</b>         | <b>Period: 03/13/2020 - 09/30/2022</b> |                     |                |  |
|---|---------------------|-----------------------------|--|---------------------|----------------|--|
| <b>ACCOUNT TITLE</b>                      | <b>Budget</b>       | <b>FY 2021 Expenditures</b> | <b>FY 2022 Budgeted</b>                | <b>Total</b>        | <b>Balance</b> |  |
| ESSER District                            | \$664,755.15        |                             |  | \$665,077.05        | (\$321.90)     |  |
| *Staffing (5 Staff plus blue print teams) |                     | \$648,548.05                | \$0.00                                 |                     |                |  |
| Computers & Distance Learning Programs    |                     | \$15,029.00                 |  |                     |                |  |
| Professional Development (COSA)           |                     | \$1,500.00                  |  |                     |                |  |
| ESSER LTCT/JDEP                           | \$402.00            | \$402.00                    |  | \$402.00            | \$0.00         |  |
| ESSER Mosier                              | \$57,455.00         | \$57,455.30                 | \$0.00                                 | \$57,455.30         | (\$0.30)       |  |
| ESSER Cares Act (St.Marys)                | \$14,364.00         | \$14,041.80                 | \$0.00                                 | \$14,041.80         | \$322.20       |  |
| ESSER Riverbend                           | \$23,700.00         | \$23,700.00                 | \$0.00                                 | \$23,700.00         | \$0.00         |  |
| <b>Totals</b>                             | <b>\$760,676.15</b> | <b>\$760,676.15</b>         | <b>\$0.00</b>                          | <b>\$760,676.15</b> | <b>\$0.00</b>  |  |

| <b>ESSER (CARES CDL GEER Funds)</b>            |                     | <b>\$166,339.42</b>         | <b>Period: 07/01/2020 - 04/31/2021</b> |                |  |
|--|---------------------|-----------------------------|--|----------------|--|
| <b>ACCOUNT TITLE</b>                           | <b>Budget</b>       | <b>FY 2021 Expenditures</b> | <b>Total</b>                           | <b>Balance</b> |  |
| CDL - District                                 | \$146,043.42        |                             | \$145,924.35                           | \$119.07       |  |
| Distance Learning Software (Acellus, ect)      |                     | \$58,260.31                 |  |                |  |
| Communications to Family/Parents               |                     | \$3,875.00                  |  |                |  |
| Student Technology (Chromebook, hotspots, ect) |                     | \$79,968.63                 |  |                |  |
| Indirect Costs                                 |                     | \$3,820.41                  |  |                |  |
| CDL - Mosier                                   | \$10,569.00         | \$10,569.57                 | \$10,569.57                            | (\$0.57)       |  |
| CDL - St.Marys                                 | \$7,817.00          | \$7,935.50                  | \$7,935.50                             | (\$118.50)     |  |
| CDL - Riverbend                                | \$1,910.00          | \$1,910.00                  | \$1,910.00                             | \$0.00         |  |
| <b>Totals</b>                                  | <b>\$166,339.42</b> | <b>\$166,339.42</b>         | <b>\$166,339.42</b>                    | <b>\$0.00</b>  |  |

| <b>ESSER II (CRRSA) Funds</b>                  |                       | <b>\$2,988,063.00</b>       | <b>Period: 03/13/2020 - 09/30/2023</b> |                                       |                         |                         |                    |
|--|-----------------------|-----------------------------|--|---------------------------------------|-------------------------|-------------------------|--------------------|
| <b>ACCOUNT TITLE</b>                           | <b>Budget</b>         | <b>FY 2021 Expenditures</b> | <b>FY 2022 Budgeted</b>                | <b>FY 2022 Expended or Encumbered</b> | <b>FY 2023 Budgeted</b> | <b>FY 2024 Budgeted</b> | <b>Total</b>       |
| ESSER 2 District                               | \$2,762,192.23        |                             |  |                                       |                         |                         | \$0                |
| Staffing                                       |                       |                             | \$1,390,301                            | \$342,953                             | \$80,931                |                         | \$1,471,232        |
| APU /Fans                                      |                       | \$208,570.10                | \$120,362                              | \$71,500                              |                         |                         | \$328,932          |
| Communications to Family/Parents               |                       | \$3,487.50                  |  |                                       |                         |                         | \$3,488            |
| PPE - Dividers, masks, ect                     |                       | \$9,638.35                  | \$35,000                               |                                       |                         |                         | \$44,638           |
| *Student Technology (Chromebook, Acellus, ect) |                       | \$280,481.18                | \$134,639                              | \$112,218                             | \$43,558                |                         | \$458,678          |
| Band Supply Students                           |                       |                             | \$75,000                               |                                       |                         |                         | \$75,000           |
| Portables, Miscellaneous COVID Items           |                       | \$22,635.00                 | \$120,000                              | \$97,411                              |                         |                         | \$142,635          |
| Professional Development                       |                       |                             | \$15,000                               |                                       |                         |                         | \$15,000           |
| Food Service/Cafeteria Items                   |                       |                             | \$150,000                              | \$20,815                              |                         |                         | \$150,000          |
| Indirects                                      |                       | \$15,090.96                 | \$57,498                               |                                       |                         |                         | \$72,589           |
| ESSER 2 Mosier                                 | \$196,432.87          |                             | \$196,433                              |                                       |                         |                         | \$196,433          |
| ESSER 2 Riverbend                              | \$29,438.17           |                             | \$29,438                               |                                       |                         |                         | \$29,438           |
| <b>Totals</b>                                  | <b>\$2,988,063.27</b> | <b>\$539,903.09</b>         | <b>\$2,323,671</b>                     | <b>\$644,897</b>                      | <b>\$124,489</b>        | <b>\$0.00</b>           | <b>\$2,988,063</b> |

| <b>ESSER III (ARP Act) Funds</b>  |                       | <b>\$6,710,765.64</b>       | <b>Period: 03/13/2020 - 09/30/2024</b> |                                       |                         |                         |                         |                    |
|-----------------------------------|-----------------------|-----------------------------|--|---------------------------------------|-------------------------|-------------------------|-------------------------|--------------------|
| <b>ACCOUNT TITLE</b>              | <b>Budget</b>         | <b>FY 2021 Expenditures</b> | <b>FY 2022 Budgeted</b>                | <b>FY 2022 Expended or Encumbered</b> | <b>FY 2023 Budgeted</b> | <b>FY 2024 Budgeted</b> | <b>FY 2025 Budgeted</b> | <b>Total</b>       |
| ESSER 3 District                  | \$6,207,842.30        |                             |  |                                       |                         |                         |                         | \$0                |
| Staffing                          |                       |                             |  |                                       | \$1,450,000             | \$1,550,000             | \$275,000               | \$3,275,000        |
| Technology/Distance Learning      |                       |                             |  |                                       | \$255,000               | \$255,000               | \$150,000               | \$660,000          |
| Unfinished Learning               |                       |                             | \$150,000                              |                                       | \$300,000               | \$300,000               | \$75,000                | \$825,000          |
| Summer Programs                   |                       | \$15,543.27                 | \$186,815                              | \$109,557                             | \$275,000               | \$300,000               |                         | \$777,358          |
| Summer Program - Refrigerated Van |                       |                             | \$11,370                               | \$11,498                              |                         |                         |                         | \$11,370           |
| TDHS Pavilion                     |                       |                             | \$208,000                              | \$53,175                              |                         |                         |                         | \$208,000          |
| Building Camera                   |                       |                             | \$240,000                              |                                       | \$28,299                |                         |                         | \$268,299          |
| COVID Miscellaneous Items         |                       |                             |  |                                       | \$25,000                | \$25,000                | \$15,000                | \$65,000           |
| Indirects                         |                       |                             | \$22,532                               |                                       | \$65,090                | \$67,920                | \$14,150                | \$169,692          |
| ESSER 3 Mosier                    | \$441,469.73          |                             | \$441,974                              |                                       |                         |                         |                         | \$441,974          |
| ESSER 3 Riverbend                 | \$66,160.31           |                             | \$66,236                               |                                       |                         |                         |                         | \$66,236           |
| <b>Totals</b>                     | <b>\$6,715,472.34</b> | <b>\$15,543.27</b>          | <b>\$1,326,927</b>                     | <b>\$174,230</b>                      | <b>\$2,398,389</b>      | <b>\$2,497,920</b>      | <b>\$529,150</b>        | <b>\$6,767,929</b> |

|               |                           |                             |                       |                                     |                       |                       |                       |                                   |
|---------------|---------------------------|-----------------------------|-----------------------|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------------------|
| <b>Totals</b> | <b>\$10,630,551.18</b>    | <b>\$1,482,461.93</b>       | <b>\$3,650,598</b>    | <b>\$819,127</b>                    | <b>\$2,522,878</b>    | <b>\$2,497,920</b>    | <b>\$529,150</b>      | <b>\$10,683,008</b>               |
|               | <b>Total Grant Budget</b> | <b>FY 2021 Expenditures</b> | <b>FY 2022 Budget</b> | <b>FY 2022 Expenditures To Date</b> | <b>FY 2023 Budget</b> | <b>FY 2024 Budget</b> | <b>FY 2025 Budget</b> | <b>Total Expended or Budgeted</b> |



# North Wasco County School District

## School Year 2021 – 2022, October Financial Summary

### Changes to Financial Reports:

This month’s report includes a separation of all funds on The Expenditure Status Report. The primary reason for this change is to delineate the budget balances by fund and provide additional information on the purpose of the budget resolution adjustments. For example, this method allows the board to clearly see the 220 – state grant funds need an adjustment before the end of the year to cover the encumbered expenses in the Support Services function. This also creates an additional internal control in the business office with higher accountability in the long term.

### General Fund Update:

The numbers included in the financial report are still early numbers and there are many fluctuations that will occur before the end of the fiscal year. However, the important note is the ending balances are in a positive balance, ending at \$2.8 million for the month of October. Of that amount, general fund is \$1.6 million. The negative balance in state special revenues and nutrition services are due to the lag time seen in capturing revenues from the ODE (Oregon Department of Education).

Here are the ending balances currently:

| Fund         | General Fund | State Special Revenues | Nutrition Services | Technology Fund | Replacement Funds | Debt Service Funds | District Fund Totals |
|--------------|--------------|------------------------|--------------------|-----------------|-------------------|--------------------|----------------------|
| Fund Balance | 1,662,816    | (983,848)              | (8,725)            | 145,987         | 792,681           | 1,182,047          | 2,790,958            |

One important note is the change in projected state school fund amounts. The preliminary numbers indicated a revenue of \$23,038,991 (as of 6/24/2021); but now the numbers are showing \$23,641,834, which is an increase of \$602,843. This is due to the change in estimated statewide ADMw, which started at 704,000 and now is 698,500. This is the first of many adjustments to the state school fund payment. The district has yet to balance out the revenue collections from FY 20-21, which will cost an estimated \$703,590; however, that does not include the amounts overestimated from other school districts which will increase the overall state school fund amount and in effect, increase the per ADMw amount. In addition, the district still must reconcile the actual ADMw with the budgeted ADMw. For example, in the current fiscal year, so far, the district has an average enrollment of 2,783 and budgeted enrollment for this year at 2,840. This is an estimated shortage of 57. There are so many unknowns at this point that it is difficult to reconcile the actual state school fund payment through the end of the fiscal year. Due to the adjustments to come, the projected state school fund payment is estimated at \$23.6 million with a payback amount of \$769 thousand, which is an average of the last three years amounts.

## **Projects in the Works and Highlights:**

The district has many projects in the works, so it is important for the board and community to know what is on the horizon:

- Forecast5 was implemented at the business office. If you are not aware of that program, it will provide detailed district and statewide financial data and help with any bond planning in the future. Reports are to come soon.
- The E-Finance system, which is managed by PowerSchool, required an upgrade. The current version is no longer supported, and the district is moving to the second newest version which should streamline information and provide easier reports for school staff. In addition, there will be a module for employees to access their own information through an Employee Access Center.
- The pavilion at the high school is moving forward. However, this requires a hearing at the Historic Landmarks Commission. The application is being filed and should be heard soon.
- Kurtz Gym project is almost complete with the seismic work. The HVAC units are not here for installation and the district funded windows that are being replaced are also awaiting arrival before being installed. The tentative finishing deadline for the entire project is end of December. After all the work is completed, the district will have a grand re-opening with some exciting events planned. Stay tuned and be ready to participate.
- Chenoweth Elementary has had some minor work completed with a concrete slab finished by the garden area and the district is planning to purchase an awning to cover the area which will provide additional eating space. Outdoor picnic tables were ordered, but the delivery date has not been finalized due to labor shortages.
- Colonel Wright and Chenoweth Elementary both had a walk audit November 5<sup>th</sup>. The outcome will be various recommendations including traffic patterns, signage, modifications in walkways, and any feedback from parents who participated in the survey. This could lead to additional grant requests from the state depending on the outcomes. More information to come.
- Supply shortages are very real right now. Anything from soap to food to paper towels are in low supply. This requires staff to be flexible and adjust food menus and re-distribute products. This shortage is a national issue not limited to Oregon or The Dalles. Unless the workforce normalizes, the shortages will continue to be problematic.

Those are the current major highlights from the business office standpoint.

Questions about this report can be directed to Kara Flath, CFO, North Wasco County School District #21 at [flathk@nwasco.k12.or.us](mailto:flathk@nwasco.k12.or.us).



# North Wasco County School District

## School Year 2021 – 2022, **November** Enrollment Summary

| School Year 2021 - 2022 | Chenowith | Col. Wright | Dry Hollow | Mosier | TDMS | TDHS | RCS | D21 K-8 | D21 9-12 | Total        |
|-------------------------|-----------|-------------|------------|--------|------|------|-----|---------|----------|--------------|
| July 14                 |           |             |            |        |      |      | 28  |         |          | 28           |
| August 13               |           |             |            |        |      |      | 30  |         |          | 30           |
| September 16            | 351       | 261         | 444        | 177    | 614  | 801  | 33  | 67      | 45       | <b>2,793</b> |
| October 7               | 332       | 265         | 443        | 177    | 611  | 789  | 31  | 85      | 49       | <b>2,782</b> |
| November 1              | 330       | 266         | 441        | 177    | 608  | 783  | 31  | 87      | 52       | <b>2,775</b> |
| December 1              |           |             |            |        |      |      |     |         |          |              |
| January 1               |           |             |            |        |      |      |     |         |          |              |
| February 1              |           |             |            |        |      |      |     |         |          |              |
| March 1                 |           |             |            |        |      |      |     |         |          |              |
| April 1                 |           |             |            |        |      |      |     |         |          |              |
| May 1                   |           |             |            |        |      |      |     |         |          |              |
| June 1                  |           |             |            |        |      |      |     |         |          |              |

|                |            |            |            |            |            |            |           |           |           |              |
|----------------|------------|------------|------------|------------|------------|------------|-----------|-----------|-----------|--------------|
| <b>Average</b> | <b>337</b> | <b>264</b> | <b>443</b> | <b>177</b> | <b>611</b> | <b>791</b> | <b>31</b> | <b>80</b> | <b>49</b> | <b>2,782</b> |
|----------------|------------|------------|------------|------------|------------|------------|-----------|-----------|-----------|--------------|

|             |            |            |            |            |            |            |           |           |           |              |
|-------------|------------|------------|------------|------------|------------|------------|-----------|-----------|-----------|--------------|
| <b>Peak</b> | <b>351</b> | <b>266</b> | <b>444</b> | <b>177</b> | <b>614</b> | <b>801</b> | <b>33</b> | <b>87</b> | <b>52</b> | <b>2,825</b> |
|-------------|------------|------------|------------|------------|------------|------------|-----------|-----------|-----------|--------------|

|                                    |      |     |     |     |     |      |    |      |      |       |
|------------------------------------|------|-----|-----|-----|-----|------|----|------|------|-------|
| <b>Average 2020 - 2021</b>         | 347  | 246 | 407 | 182 | 575 | 767  | 28 | 134  | 83   | 2,768 |
| Avg Change 2022-2021               | (10) | 18  | 36  | (5) | 36  | 24   | 3  | (54) | (34) | 14    |
| <b>Peak (Pre Hybrid) 2020-2021</b> | 396  | 256 | 423 | 185 | 618 | 862  | 30 | 106  | 52   | 2,928 |
| Peak Change 2022-2021              | (45) | 10  | 21  | (8) | (4) | (61) | 3  | (19) | 0    | (103) |

|                         |     |     |     |     |     |     |    |       |       |       |
|-------------------------|-----|-----|-----|-----|-----|-----|----|-------|-------|-------|
| SY 2020-2021 June Count | 296 | 236 | 383 | 179 | 515 | 640 | 30 | 268   | 175   | 2,722 |
| Change June to November | 34  | 30  | 58  | (2) | 93  | 143 | 1  | (181) | (123) | 53    |

\*Note: The district is funded at 2,840 ADMr plus weights of 712.19 for a total of 3,552.19 (this includes charter schools).

| Enrollment Summary by Building and Grade as of 11/1/2021 |            |            |            |            |            |            |            |            |            |            |            |            |            |              |
|--|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|
| School   | K          | 1          | 2          | 3          | 4          | 5          | 6          | 7          | 8          | 9          | 10         | 11         | 12         | Totals       |
| Chenowith Elementary                                     | 67         | 61         | 51         | 46         | 53         | 52         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 330          |
| Colonel Wright Elementary                                | 47         | 45         | 45         | 44         | 35         | 50         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 266          |
| D21 K-8 Virtual Academy                                  | 4          | 10         | 8          | 11         | 9          | 11         | 9          | 14         | 11         | 0          | 0          | 0          | 0          | 87           |
| D21 9-12 Virtual Academy                                 | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 6          | 14         | 6          | 26         | 52           |
| Dry Hollow Elementary                                    | 84         | 78         | 66         | 71         | 68         | 74         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 441          |
| Mosier Community School                                  | 20         | 19         | 17         | 20         | 19         | 16         | 17         | 26         | 23         | 0          | 0          | 0          | 0          | 177          |
| The Dalles High School                                   | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 196        | 219        | 195        | 173        | 783          |
| The Dalles Middle School                                 | 0          | 0          | 0          | 0          | 0          | 0          | 195        | 187        | 226        | 0          | 0          | 0          | 0          | 608          |
| Riverbend Community School                               | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 6          | 10         | 7          | 8          | 31           |
| <b>Totals</b>  | <b>222</b> | <b>213</b> | <b>187</b> | <b>192</b> | <b>184</b> | <b>203</b> | <b>221</b> | <b>227</b> | <b>260</b> | <b>208</b> | <b>243</b> | <b>208</b> | <b>207</b> | <b>2,775</b> |
|  |            |            |            |            |            |            |            |            |            |            |            |            |            |              |
| 2020-2021 June Totals                                    | 216        | 191        | 184        | 191        | 198        | 216        | 228        | 247        | 206        | 241        | 215        | 199        | 190        | 2,722        |
| 2022-2021  | 6          | 22         | 3          | 1          | (14)       | (13)       | (7)        | (20)       | 54         | (33)       | 28         | 9          | 17         | 53           |
| Previous Month (October)                                 | 222        | 216        | 187        | 191        | 185        | 203        | 225        | 227        | 257        | 209        | 244        | 208        | 208        | 2,782        |
| Difference   | -          | (3)        | -          | 1          | (1)        | -          | (4)        | -          | 3          | (1)        | (1)        | -          | (1)        | (7)          |

| Virtual Academy Enrollment Summary by Building and Grade as of 11/1/21 |          |           |          |           |          |           |          |           |           |          |           |          |           |            |
|--|----------|-----------|----------|-----------|----------|-----------|----------|-----------|-----------|----------|-----------|----------|-----------|------------|
| School/Grade   | K        | 1         | 2        | 3         | 4        | 5         | 6        | 7         | 8         | 9        | 10        | 11       | 12        | Totals     |
| Chenowith Elementary   | 3        | 6         | 7        | 7         | 3        | 7         | 0        | 0         | 0         | 0        | 0         | 0        | 0         | 33         |
| Colonel Wright Elementary  | 1        | 3         | 1        | 2         | 4        | 1         | 0        | 0         | 0         | 0        | 0         | 0        | 0         | 12         |
| Dry Hollow Elementary  | 0        | 1         | 0        | 2         | 2        | 3         | 0        | 0         | 0         | 0        | 0         | 0        | 0         | 8          |
| The Dalles Middle School   | 0        | 0         | 0        | 0         | 0        | 0         | 9        | 14        | 11        | 0        | 0         | 0        | 0         | 34         |
| The Dalles High School   | 0        | 0         | 0        | 0         | 0        | 0         | 0        | 0         | 0         | 6        | 14        | 6        | 26        | 52         |
| <b>Totals</b>  | <b>4</b> | <b>10</b> | <b>8</b> | <b>11</b> | <b>9</b> | <b>11</b> | <b>9</b> | <b>14</b> | <b>11</b> | <b>6</b> | <b>14</b> | <b>6</b> | <b>26</b> | <b>139</b> |



**North Wasco County School District #21**  
School District Board of Directors

**Board Motion for Action Item**

**BOARD ACTION**

**Date:** November 18<sup>th</sup>, 2021

**Action Requested:** *Request to Retire & Rehire*

**DISCUSSION**

Judy Powell who is employed as a Licensed Teacher at Colonel Wright Elementary School, is retiring in the PERS system as of December 30<sup>th</sup>, 2021. Ms. Powell is requesting that the School Board rehire her in the same position until the end of the contract school year, June 14<sup>th</sup>, 2022.

**ACTION**

*I move to approve the request to rehire Judy Powell in her current position as a Licensed Teacher located at Colonel Wright Elementary School until the end of the contract school year, June 14<sup>th</sup>, 2022.*

*Questions about this request should be directed to Brian Schimel, Human Resources Director, at 541-506-3420 or [HR@nwasco.k12.or.us](mailto:HR@nwasco.k12.or.us).*

3632 West 10<sup>th</sup> Street, The Dalles, OR 97058  
541-506-3420 Fax 541-298-6018

*“The North Wasco County School District is an equal opportunity educator and employer.”*

# CANDIDATE QUESTIONNAIRE

## OSBA Board of Directors

Name: Jacob Cain Region: **Gorge**

District/ESD/CC: Morrow County School District Position #: **2**

I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Name

Jacob Cain

Date

October 30<sup>th</sup>, 2021

***Be brief; please limit your responses to 50 words per question.***

1. Describe in your own words the mission and goals of OSBA.

To provide stable funding and support for public schools in Oregon focusing on the success of all students to be career or college ready. Provide the support at the state level to allow all public schools regardless of size and location to provide the best possible education to their students.

2. What do you want to accomplish by serving on the OSBA board of directors?

I'd like to further my knowledge of the educational system in Oregon while being an advocate for our students and schools. My goal is to make a difference by supporting our educational system and working towards constant improvement for the good of each school and its students.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

Professionalism, Listener, Tactfulness, Perspective, Collaboration

I currently am the chair of the City of Boardman Planning Commission. Through this role I run meetings and keep information flowing to several parties. I've had to be a good listener as challenges arise within the planning department with applicants and the City. Using tactful approaches and providing varying perspectives to all parties involved has helped resolve conflict while meeting the needs of everyone involved. This role requires professionalism in all areas while dealing with some that may not be professional.

I am currently the Director of Engineering for the Port of Morrow. On a daily basis I interact with people from a wide variety of backgrounds, skills, opinions and views. I've successfully navigated this space while collaborating with all these different aspects to grow the success of the Port within the City and the County.

4. What do you see as the two most challenging issues faced by OSBA?

I see funding and the differing views and beliefs amongst residents of Oregon as the 2 most challenging issues that OSBA is faced with. Funding is necessary and always a challenge within education and the atmosphere of so many views and beliefs of what is best for education and finding a way to navigate that space and come out with a solution that truly is what is best is a continuous challenge.

5. What do you see as the two most challenging issues faced by your region?

1. Unfortunately, the most challenging issue for our region in today's climate is COVID-19. There is a divide in our communities that is seeping into our districts. More specifically the mandates. With such convictions the region has been walking on eggshells due to a one size fits all approach from our state leadership. Our rural eastern Oregon school districts need local control to better meet the demands of electorate to maintain a system that is trusted and supported by our parents.

2. Read issue number 1 above.....

6. What is your plan for communicating with boards in your region?

This would be a multi phased approach. First, I would attend school board meetings in our region to meet the boards in person so there is a face to our names. I would then make sure to broadcast my contact information and collect the same. The most important aspect of effective communication personability. The stance of my door is always open is truly what I believe in.

**Deadline: October 1, 2021, 5 pm**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

# CANDIDATE PERSONAL/PROFESSIONAL RESUME

## OSBA Board of Directors

Name: Jacob Cain Date: 09/22/2021

Address: 71833 Meadow Loop / PO Box 1052

City / ZIP: Boardman / 97818

Business phone: 541-481-7678

Residence phone: N/A

Cell phone: 541-571-5148

E-mail: jacobc@portofmorrow.com

District/ESD/CC: Morrow County School District

Term expires: 6/30/2025 Years on board: 1<sup>ST</sup>

**Deadline: October 1, 2021, 5 pm**

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable.  
E-mail to: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)  
or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

**Work or service performed for OSBA or local district** (include committee name and if you were chair):

I currently serve on the School Board for the Morrow County School District. I have not had the honor of chair.

**Other education board positions held/dates:**

N/A

**Occupation** (Include at least the past five years): Professional Civil Engineer

Employers: The Port of Morrow Dates: May 2013 - Current

**Schools attended** (Include official name of school, where and when):

High school: Weston McEwen High School – Athena, Oregon

College: Oregon Institute of Technology – Klamath Falls, Oregon

Degrees earned: Bachelor of Science in Civil Engineering

Education honors and/or awards:

Other applicable training or education:

I am actively involved in maintaining my professional license which requires continuing education on a bi-annual basis. To date, I have completed over 80 hours of professional development in the course of 4 years. I have also attended local, regional, and national conventions and seminars as it relates to education in my profession.

I have also completed coursework at the Blue Mountain Community College to gain enough credits to sit for additional Professional licensure (Surveying / GIS).

**Activities, other state and local community services:**

City of Boardman Planning Commission

**Hobbies/special interests:**

Kids, Family, Ranching, Hunting.

**Business/professional/civic group memberships; offices held and dates:**

N/A

**Additional comments:**

My background in educational boards is limited at best however, I excel in each endeavor I dedicate my time to. My biggest priority is raising my family. Being on this board would help me provide the most impact on making sure my children are actively engaged in the best education possible. My kids will succeed along side everyone else's kids as that's what a public school system is all about.

**Deadline: October 1, 2021, 5 pm**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

# CANDIDATE QUESTIONNAIRE

## OSBA Board of Directors

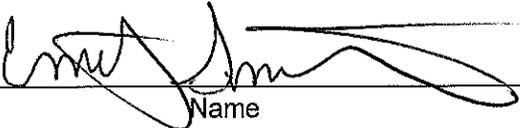
Name: Emily Smith

Region: Gorge

District/ESD/CC: Helix School District

Position #: 1

I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

  
Name

September 9, 2021  
Date

*Be brief; please limit your responses to 50 words per question.*

1. Describe in your own words the mission and goals of OSBA.

The OSBA serves to support school boards across the state of Oregon as they work to improve the success of students. This is accomplished through education, advocacy, and promotion of equity. The goals of the OSBA are to advocate for school funding, promote diversity, provide education for board members, keep students safe, and help Oregon become a leader in innovative education.

2. What do you want to accomplish by serving on the OSBA board of directors?

I hope to serve my community and my home state. As a life-long Oregonian and a product of the Oregon Public School system, I am deeply invested in the success of our public schools. I hope to bring a voice to the concerns of rural Oregon to the board, as well as bring back education and best practices from other areas to our region. I hope to join this dedicated group of individuals in order to help create and sustain a positive, equitable, and sustainable education environment for students across the state.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

My biggest strength as a leader is my ability to remain positive and calm in the face of chaos. While working as a charge nurse, we had a patient who was having a medical emergency. As the most experienced nurse on the floor, it was my job to serve as team leader until the physician arrived. I was able to remain calm, reassure the team that we had prepared for such an emergency and knew what to do, and directed the team to their individual tasks. By working together and remaining calm, we were able to provide the best possible care for the patient.

4. What do you see as the two most challenging issues faced by OSBA?

The two most challenging issues faced by OSBA today are the COVID-19 pandemic and all that it brings with it - keeping kids safe, strong feelings over masking and vaccines and mandates for both and the changes it brings with it to our educational system and processes. A second major challenge is how to address issues of equity and make sure that each and every one of our students across the state are supported in a meaningful way.

5. What do you see as the two most challenging issues faced by your region?

Our region is definitely faced with many challenges surrounding COVID-19. Specifically, many parents and teachers have strong feelings about masking and vaccines, and many in our rural area do not think either are necessary. Another challenge is that many students do not have reliable access to the internet, so when we think about moving to online learning, these students have the potential to be left behind.

6. What is your plan for communicating with boards in your region?

I plan to make myself as available as possible for people to share their comments and concerns. I hope to be a visible leader within the school board communities so that others know I am there to serve as an advocate. I communicate best by use of email and attending in-person meetings when possible (and safe to do so).

**Deadline: October 1, 2021, 5 pm**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

# CANDIDATE PERSONAL/PROFESSIONAL RESUME

## OSBA Board of Directors

Name: Emily Smith Date: September 9, 2021

Address: 119 Main Street / PO Box 444

City / ZIP: Helix, Oregon 97835

Business phone: 541-278-2627

Residence phone: \_\_\_\_\_

Cell phone: 503-887-1599

E-mail: emilysmith@chiwest.com

District/ESD/CC: Helix School District

Term expires: 2025 Years on board: 0

**Deadline: October 1, 2021, 5 pm**

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable.  
E-mail to: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)  
or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

**Work or service performed for OSBA or local district** (include committee name and if you were chair):

Helix School District, Vice-Chair 2021

**Other education board positions held/dates:**

**Occupation** (Include at least the past five years):

| Employers:  | Dates:       |
|---|--------------|
| Director of Marketing & Foundation St. Anthony Hospital | 2018-present |
| Nursing Education Manager St. Anthony Hospital          | 2015-2018    |
| Registered Nurse St. Anthony Hospital                   | 2009-2015    |

**Schools attended** (Include official name of school, where and when):

High school: Tillamook High School, Tillamook Oregon - Graduated 2002

College: Pacific University, Forest Grove OR - Graduated 2006; Blue Mtn CC, Pendleton OR -

Degrees earned: Graduated 2009; Gonzaga University, Spokane WA - Graduated 2014

High School Diploma, Bachelor of Arts in English, Associate of Applied Science in Nursing, Masters of Science in Nursing Education

Education honors and/or awards:

Graduated with Honors, Tillamook High School  
Magna Cum Laude, Pacific University

Other applicable training or education:

Child Passenger Safety Technician/Instructor  
Positive Parenting Program Evidence-Based Parenting Facilitator

**Activities, other state and local community services:**

Chairperson; Helix Park Board (2019-present)  
Helix Parent Teacher Organization Treasurer (2018-present)

**Hobbies/special interests:**

I enjoy reading, taking care of our hobby farm, and spending time with my three children ages 2, 5, and 8.

**Business/professional/civic group memberships; offices held and dates:**

Oregon/Washington Health Network Board - 2021  
Oregon Society of Directors of Volunteer Services - 2018-present  
Pioneer Relief Nursery Board of Directors - 2018-present

**Additional comments:**

I have a passion for education and learning, and love spending time with children. I hope I can use my talents and dedication to serve the students, teachers, and families of Oregon.

**Deadline: October 1, 2021, 5 pm**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

**CANDIDATE QUESTIONNAIRE**  
**OSBA Legislative Policy Committee**

Name: Judy Richardson, MD \_\_\_\_\_

Region: Gorge

District/ESD/CC: North Wasco District 21 \_\_\_\_\_

Position #: 2

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

  
Name

  
Date

***Be brief; please limit your responses to 50 words per question.***

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

Serve as a liaison and support legislative advocacy among our board members in the Gorge, to learn about and be a resource for legislative priorities particularly as they relate to health and wellness, but with other legislative issues critical to this region's goals.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

I currently engage and cultivate stakeholders across health systems to align strategies to achieve big broad goals, such as achieving an 80% vaccination rate among Oregonians. True engagement takes work and time, but mostly it takes humility to listen and understand the differences between groups and agendas, to see opportunities for synergism and then bring together disparate groups towards a common vision of our shared future.

3. What do you see as the two most challenging legislative issues faced by OSBA?

- Transparently communicating the intention behind legislative initiatives, while providing two way communication with boards
- Building trust among disenfranchised and underrepresented communities

4. What do you see as the two most challenging legislative issues faced by your region?

- Communication and engagement of parents in the process of setting priorities and agendas
- Building an approach within an equity framework (learning from mistakes in CDL)

5. What is your plan for communicating with boards in your region about legislative issues?

The Gorge region is small, so connecting with the districts by attending school board meetings, connecting with the ESD and providing regular reports from LPC meeting when we are working on important and relevant issues to the region.

**Deadline: October 1, 2021, 5 p.m.**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

# CANDIDATE PERSONAL/PROFESSIONAL RESUME

## OSBA Legislative Policy Committee

Name: \_\_\_\_\_ Judy Richardson, MD \_\_\_\_\_ Date: 9/15/21

Address: 3515 Crest Ct., E.

City / ZIP: The Dalles, OR 97058

Business phone: \_\_\_\_\_

Residence phone: \_\_\_\_\_

Cell phone: 541 965-2556

E-mail: judy.richardson@nwasco.k12.or.us \_\_\_\_\_

District/ESD/CC: North Wasco District 21 \_\_\_\_\_

Term expires: 2024 \_\_\_\_\_ Years on board: 1 \_\_\_\_\_



**Work or service performed for OSBA or local district** (include committee name and if you were chair):

District 21 Wellness Committee, representative

**Other education board positions held/dates:** none

**Occupation** (Include at least the past five years):

Physician; Assistant Professor (OHSU) and Health Policy Consultant (OHA)

Employers:

Oregon Health and Science University

Oregon Health Authority

Dates:

April, 2014 - Current

April 2021- Current

**Schools attended** (Include official name of school, where and when):

High school: The Dalles High School, The Dalles, graduate 1991

**College & Degrees earned:**

|  |           |                      |
|--|-----------|----------------------|
| University of Puget Sound, Tacoma, WA              | 1991-1995 | Bachelor of Sciences |
| Dartmouth College, Hanover, NH                     | 1997-2001 | Doctor of Medicine   |
| Oregon Health and Science University, Portland, OR | 2016-2019 | MBA                  |

**Education honors and/or awards:**

Graduated with Honors, University of Puget Sound, Radebaugh Community Medicine Scholar, Good Physician Award, Dartmouth Medical School

Other applicable training or education:

OSBA Leadership Institute, completed training to qualify for Bronze Board Member Certificate

**Activities, other state and local community services:**

Medical Reserve Corps, Serve-OR volunteer

Former Cross-Country assistant / volunteer coach

**Hobbies/special interests:**

Running, knitting, supporting a senior in high school!

**Business/professional/civic group memberships; offices held and dates:**

American Academy of Family Physicians, Fellow (current)

Oregon Academy of Family Physicians, member (current)

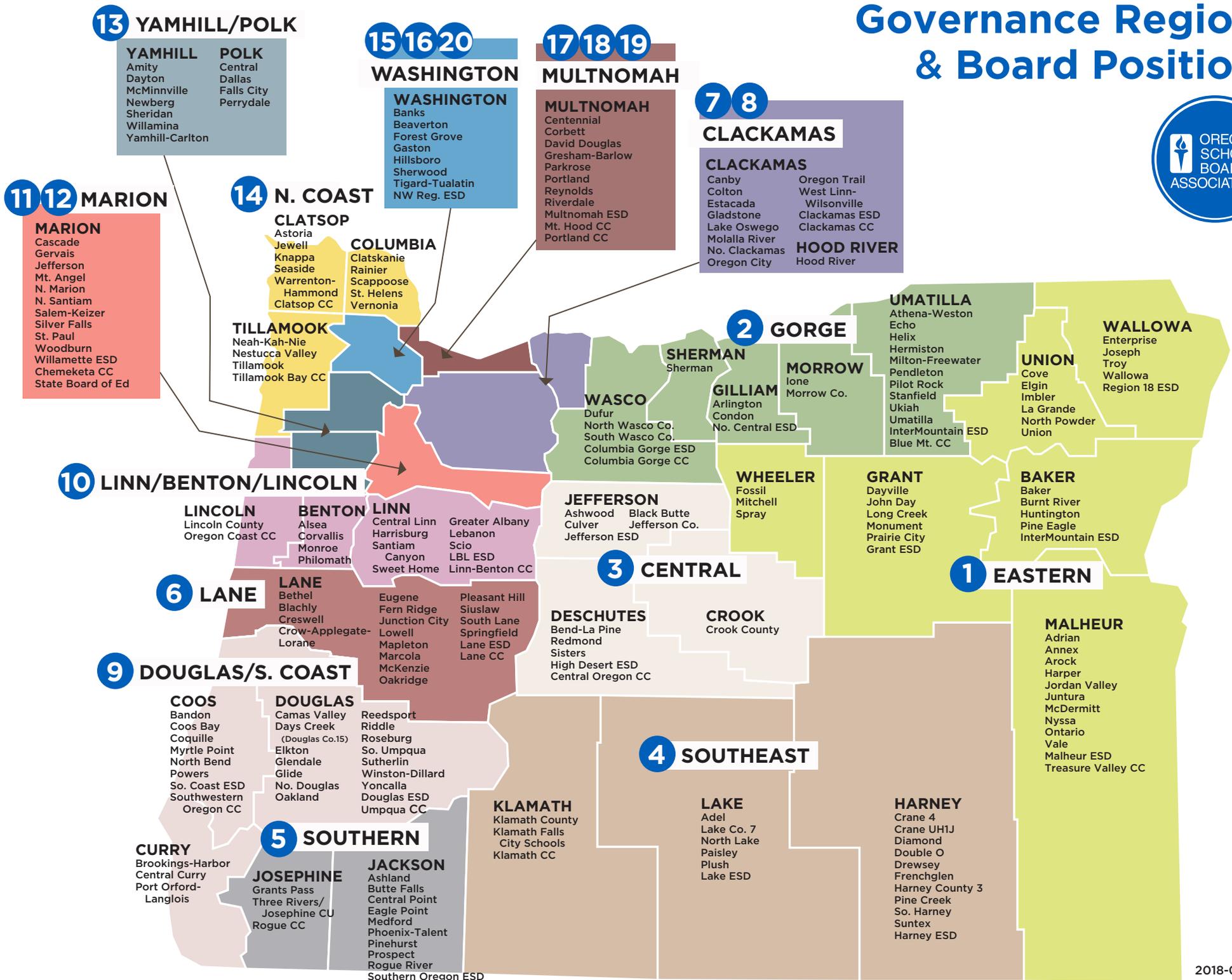
**Additional comments:**

I am currently a part time Assistant Professor for the OHSU Division of Management teaching Health Systems Integration and Health Care Business Strategy along with Capstone mentoring and serving on the curriculum development committee.

**Deadline: October 1, 2021, 5 pm**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

# Governance Regions & Board Positions



RESOLUTION TRANSFERRING APPROPRIATIONS  
REDISTRIBUTION OF APPROPRIATIONS

**Resolution No. 20-22-03**

**Whereas**, the District the district has spending authority in the various functions for FY 2022 and the spending authority needs adjusted in function levels only;

**Whereas**, the District has an accounting adjustment in the federal programs fund for ESSER II and ESSER III, state grants fund for SIA, the local grant programs for the Grow Your Own teacher local grant, and adjusting the Enterprise Zone Funds and the authority is available but needs adjusted to another function level ;

**Therefore, be it resolved**, that the amounts for the fiscal year beginning July 1, 2021, are adjusted as follows, and allowed per ORS 294.493 (1):

210 - FEDERAL PROGRAMS FUND

|                                       |    |                 |
|---------------------------------------|----|-----------------|
| INSTRUCTION (1000) - ESSER II         | \$ | (100,000)       |
| CAPITAL OUTLAY (4000) - ESSER II      | \$ | 100,000         |
| INSTRUCTION (1000) - ESSER III        | \$ | (24,000)        |
| SUPPORT SERVICES (2000) - ESSER III   | \$ | 5,000           |
| COMMUNITY SERVICES (3000) - ESSER III | \$ | 19,000          |
| Total Federal Programs                | \$ | <u><u>-</u></u> |

220 - STATE GRANTS FUND

|                               |    |                 |
|-------------------------------|----|-----------------|
| INSTRUCTION (1000) - SIA      | \$ | (170,000)       |
| SUPPORT SERVICES (2000) - SIA | \$ | 170,000         |
| Total State Grant Funds       | \$ | <u><u>-</u></u> |

230 - LOCAL GRANTS FUND

|   |    |                 |
|---|----|-----------------|
| INSTRUCTION (1000) - Grants                     | \$ | (10,000)        |
| SUPPORT SERVICES (2000) - Grow Your Own Teacher | \$ | 10,000          |
| Total Local Grant Programs                      | \$ | <u><u>-</u></u> |

240 - ENTERPRISE ZONE FUNDS

|                             |    |                 |
|-----------------------------|----|-----------------|
| SUPPORT SERVICES (2000)     | \$ | (550,000)       |
| CAPITAL OUTLAY (4000)       | \$ | 550,000         |
| Total Enterprise Zone Funds | \$ | <u><u>-</u></u> |

**TOTAL PROGRAMS**

**\$ -**

**Adopted this 18th day of November, 2021.**

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Jose Aparicio, Board Chair

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Kara Flath, CFO



**North Wasco County School District #21**  
School District Board of Directors

**Board Motion for Action Item**

**BOARD ACTION**

Date 11/12/2021

**Action Requested** *Approve the use of ESSER Funds for cafeteria space at  
Chenowith Elementary*

**DISCUSSION**

The district needs additional space for students eating due to spacing requirements. The garden area was paved and will have a carport covering, windbreak, and additional picnic tables.

**ACTION**

*I move to approve the Chief Financial Officer be approved to spend up to \$50,000 of ESSER II funds and approve contracts for the Chenowith cafeteria eating garden area.*

*Questions about this request should be directed to Kara Flath, CFO, at 541-506-3424 or  
flathk@nwasco.k12.or.us.*

3632 West 10<sup>th</sup> Street, The Dalles, OR 97058  
541-506-3420 Fax 541-298-6018

*“The North Wasco County School District is an equal opportunity educator and employer.”*



North Wasco County School District #21  
School District Board of Directors

**Board Motion for Action Item**

**BOARD ACTION**

Date 11/12/2021

**Action Requested** *Authorize the CFO to Award Contracts for the  
Purchase of District Cameras*

**DISCUSSION**

The board previously approved expenditures of up to \$240,000. The district received 3 bids with two different camera types. One camera type was most compatible to the districts technology abilities and one bidder was clearly the lowest bidder of those cameras (Meraki). The district would like to award the \$200,000 camera bid to SHI. There will be additional costs for wiring needs as the project progresses.

**ACTION**

*I move to authorize the Chief Financial Officer to award a \$200,000 contract to SHI for the purchasing of cameras.*

*Questions about this request should be directed to Kara Flath, CFO, at 541-506-3424 or  
flathk@nwasco.k12.or.us.*

3632 West 10<sup>th</sup> Street, The Dalles, OR 97058  
541-506-3420 Fax 541-298-6018

*“The North Wasco County School District is an equal opportunity educator and employer.”*

# North Wasco County School District 21

Code:                   ACB  
Adopted:               12/17/20

## All Students Belong

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

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

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

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

“Symbol of hate” means a symbol, image, or object that expresses animus on the basis of race, color, religion, gender identity, sexual orientation, disability or national origin including, the noose <sup>[1]</sup>, symbols of neo-Nazi ideology or the battle flag of the Confederacy, swastika, or confederate flag<sup>2</sup>, and whose display:

1. ~~Is reasonably likely to cause a substantial disruption of or material interference with school activities; or~~
2. ~~Is reasonably likely to interfere with the rights of students by denying them full access to the services, activities, and opportunities offered by a school.~~

The district prohibits the use or display of any symbols of hate on school property<sup>23</sup> or in an education program<sup>34</sup> except where used in teaching curriculum that is aligned with state standards of education for public schools. ~~district grounds or in any district or school sponsored program, service, school or activity that is funded in whole or in part by monies appropriated by the Oregon Legislative Assembly, except where used in teaching curriculum that is aligned to the Oregon State Standards.~~

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

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

<sup>23</sup> “School property” means any property under the control of the district.

<sup>34</sup> “Education program” includes any program, service, school or activity sponsored by the district.

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

The district prohibits retaliation against an individual because that ~~individual person~~ has in good faith reported information that the individual believes is evidence of a violation of a state or federal law, rule or regulation. ~~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.~~

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

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

END OF POLICY

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**Legal Reference(s):**

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

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

[OAR 581-022-2370](#)

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

Code: **CM**

Adopted: 8/23/18

Revised/Readopted:

## Compliance and Reporting on Standards

The superintendent will prepare an annual report that represents the district's compliance with the standards adopted by the State Board of Education **for the preceding school year** and submit that report to the Board.

The district's annual report will be presented **orally** at a public Board meeting by **February November** 1 of each school year **and will allow public comment on such report**. This report will be posted on the district's web page by **February** 1 of each school year. ~~The Board will acknowledge receipt of the report prior to its submission to the Oregon Department of Education (ODE).~~

The district will report on its compliance with state standards to **Oregon Department of Education** (ODE) by **February November** 15 each year on a form provided by ODE.

END OF POLICY

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### Legal Reference(s):

ORS 329.095

ORS 329.105

OAR 581-022-2260

OAR 581-022-2305

Code: **GBA**  
Adopted: 12/9/99  
Revised/Readopted: 9/11/08; 11/18/10; 4/13/17;  
1/15/20  
Orig. Code(s): GBA

### Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race<sup>1</sup>, color, religion, sex, sexual orientation<sup>2</sup>, gender identity, national origin, marital status, pregnancy, childbirth or a related medical condition<sup>2</sup>, age, veterans’ status<sup>3</sup>, service in uniformed service, familial status, genetic information, an individual’s juvenile record that has been expunged, and disability<sup>4</sup> if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and the of 1990, the Americans with Disabilities Act Amendments Act of 2008 (ADA) and Section 504 of the Rehabilitation Act. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be provided to all students and employees.

The superintendent will develop other specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.

END OF POLICY

**Legal Reference(s):**

ORS 174.100

ORS 326.051

ORS 332.505

<sup>1</sup> 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)).

<sup>2</sup>“Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behavior differs from that traditionally associated with in the individual’s sex at birth.

<sup>2</sup> This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

<sup>3</sup> The district grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

<sup>4</sup> This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106)

|                     |                            |                         |
|---------------------|----------------------------|-------------------------|
| <u>ORS 342.934</u>  | <u>ORS 659A.109</u>        | <u>OAR 839-003-0000</u> |
| <u>ORS 408.225</u>  | <u>ORS 659A.142</u>        | <u>OAR 839-006-0435</u> |
| <u>ORS 659.850</u>  | <u>ORS 659A.145</u>        | <u>OAR 839-006-0440</u> |
| <u>ORS 659.870</u>  | <u>ORS 659A.233</u>        | <u>OAR 839-006-0450</u> |
| <u>ORS 659A.003</u> | <u>ORS 659A.236</u>        | <u>OAR 839-006-0455</u> |
| <u>ORS 659A.006</u> | <u>ORS 659A.309</u>        | <u>OAR 839-006-0460</u> |
| <u>ORS 659A.009</u> | <u>ORS 659A.321</u>        | <u>OAR 839-006-0465</u> |
| <u>ORS 659A.029</u> | <u>ORS 659A.409</u>        |                         |
| <u>ORS 659A.030</u> | <u>OAR 581-021-0045</u>    |                         |
| <u>ORS 408.230</u>  | <u>ORS 652.210-652.220</u> | <u>ORS 659A.112</u>     |
| <u>ORS 408.235</u>  | <u>ORS 659A.040</u>        | <u>ORS 659A.820</u>     |

House Bill 2341 (2019)

Senate Bill 479 (2019)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2012).

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. seq. (2012).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2012).

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

Rehabilitation Act of 1973, 29 U.S.C. §§ 791,794 (2012); 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 (2019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35(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 (2012).

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

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2012).

Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002)

House Bill 2935 (2021)

House Bill 3041 (2021)

Code: **DJC**  
Adopted: 1/11/01  
Readopted: 1/28/04; 11/09/06;  
10/25/07; 7/21/16  
Orig. Code(s): DJC

## Bidding Requirements

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

The Board, acting as its own LCRB, adopts<sup>1</sup> the Oregon Attorney General's Model Public Contract Rules, **Oregon Administrative Rule (OAR) Chapter 137, Divisions 046 through 049 in effect at the time this policy is adopted.**

~~Regardless of whether or not the district adopts the Attorney General's Model Public Contract Rules, as required by statute, if the district uses the construction manager/general contractor alternative contracting method, The~~ district shall procure the construction manager/general contractor services in accordance with model rules the Attorney General adopts under Oregon Revised Statute (ORS) 279A.065(3).

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

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

The district shall review its rules each time the Attorney General adopts a modification of the model rules, as required by ORS 279A.065(~~5-6~~)(b), to determine whether any modifications need to be made to district rules to ensure compliance with statutory changes. Modifications will be made only following review by the district's legal counsel. New rules, as necessary, shall be adopted by the Board. In the event it is unnecessary to adopt new rules, Board minutes will reflect that the review process was completed as required.

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

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

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

END OF POLICY

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Legal References:

<sup>1</sup>ORS Chapter 279, 279A, 279B and 279C

OAR Chapter 125, Divisions 246-249

*Or. Dept of Justice, Or. Att'y General's Model Public Contract Rules Manual*

Code: **GBEA**

Adopted:

Revised/Readopted:

## Workplace Harassment \*

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

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

“Workplace harassment” means conduct that constitutes discrimination prohibited by Oregon Revised Statute (ORS) 659A.030 (discrimination in employment based on race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age, or expunged juvenile record), including conduct that constitutes sexual assault<sup>1</sup> or that constitutes conduct prohibited by ORS 659A.082 (discrimination against person in uniformed service) or 659A.112 (discrimination in employment based on disability).

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

All incidents of behavior that may violate this policy shall be promptly investigated.

Any person who reports workplace harassment has the right to be protected from retaliation.

The district may not require or coerce a district employee to enter into a nondisclosure<sup>2</sup> or nondisparagement<sup>3</sup> agreement.

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

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

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

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

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

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

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

The district shall make this policy available to all district employees and shall be made a part of district orientation materials provided and copied to new district employees at the time of hire.

The superintendent will establish a process of reporting incidents of workplace harassment and the prompt investigation.

END OF POLICY

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**Legal Reference(s):**

[ORS 243.317 - 243.323](#)

[ORS 659A.001](#)

[ORS 659A.003](#)

[ORS 659A.006](#)

[ORS 659A.029](#)

[ORS 659A.030](#)

[ORS 659A.082](#)

[ORS 659A.112](#)

[ORS 659A.820](#)

[ORS 659A.875](#)

[ORS 659A.885](#)

[OAR 584-020-0040](#)

[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).  
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).  
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).  
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).  
House Bill 3041 (2021)

## Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual **race**<sup>1</sup>, color, religion, sex, sexual orientation<sup>1</sup>; **gender identity**, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veteran's 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 superintendent shall appoint **individuals at the district and make known the individuals** to contact on issues concerning the Americans with Disabilities Act of 1990 and Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act of 1973, Title VI and Title VII of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues<sup>2</sup>; and notify students, parents, and staff with their names, office addresses, and phone numbers. The ~~Board will adopt and 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.

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<sup>1</sup>Sexual orientation means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated with the individual's sex at birth. <sup>1</sup> 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)).

<sup>2</sup>Districts are required to notify students and employees of the name, office address and telephone number of the employee or employees appointed.

## END OF POLICY

### Legal Reference(s):

ORS 174.100  
ORS 192.630  
ORS 326.051 (1)(e)  
ORS 659.805  
ORS 659.815  
ORS 659.850 to -860  
ORS 659.865  
ORS 659.870  
ORS 659A.003  
ORS 659A.006  
ORS 659A.009  
ORS 659A.029  
ORS 659A.030  
ORS 659A.040  
ORS 659A.103 to -145  
ORS 659A.230 to -233  
ORS 659A.236  
ORS 659A.309  
ORS 659A.321  
ORS 659A.409

OAR 581-021-0045  
OAR 581-021-0046  
OAR 581-021-0049  
OAR 581-022-2310  
OAR 581-022-2370  
OAR 839-033

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).  
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).  
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).  
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).  
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).  
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018);  
Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).  
Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).  
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).  
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).  
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).  
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).  
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).  
House Bill 2935 (2021).  
House Bill 3041 (2021).

# North Wasco County School District 21

*2<sup>nd</sup> Reading/Adoption*  
*No additional changes made*

Code: **BBAA**  
Adopted: 6/27/96  
Revised/Readopted: 1/14/04; 10/22/15; 5/23/19  
Orig. Code(s): BBAA

## Individual Board Member’s Authority and Responsibilities

An individual Board member exercises the authority and responsibility of his/her **their** position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. **The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district’s designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.** ~~As a member of the bargaining team, a Board member may accept union proposals. Final action, however, requires Board approval.~~

A Board member has the right to express personal opinions **in public**. When expressing such opinions in public, the Board member must clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, ~~and~~ gained through **attendance at district activities and through** professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

Any individual Board member who desires a copy of a written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information which require additional expense to the district must be submitted to the Board for consideration.

2. Requests for Legal Opinions

Any Board member may request a legal opinion. Such request, however, shall be made through the Board chair to the superintendent. ~~If the legal opinion sought involves the superintendent’s employment or performance, the request should be made to the Board chair.~~ Legal counsel is responsible to the Board.

*Requests for legal **advice or** opinions by a Board member **that will incur a cost for the district** must be approved by a majority vote of the Board before the request is made to legal counsel. **The Board chair is authorized to obtain legal advice or opinions if **advantageous** to do so prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval.** Legal counsel is responsible to the Board.*

3. Action on Complaints or Requests Made to Board Members

When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy (Board Policy KL – Public Complaints). Such information will ~~is to~~ be conveyed to the superintendent for action.

4. Board Member’s Relationship to Administration

Individual Board members will be informed about the district’s educational program, may visit schools or other facilities to gain information and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements Made by Individual Board Members

Contracts or agreements made by individual Board members without the Board’s authority are invalid.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.045](#)  
[ORS 332.055](#)

[ORS 332.057](#)  
[ORS 332.075](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

S. Benton Educ. Ass’n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

# North Wasco County School District 21

Code: BD/BDA  
 Adopted:

## Board Meetings

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

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes. ~~For information how to give or submit public comment it is outlined in Board policy BDDH - Public Comment at Board Meetings<sup>1</sup> and/or posted on the district’s website.~~

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law<sup>2</sup>. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced.

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

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for hearing-impaired persons. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice.

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

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

*If requested to do so at least [72] hours before a meeting held in public, the Board will make a reasonable effort to provide translation services. <sup>{4}</sup>*

All meetings held in public shall comply with the Oregon Indoor Clean Air Act.

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

## 1. Regular, Special and Emergency Meetings

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

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

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

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

## 2. Communications Outside of Board Meetings

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

Electronic communications may contain:

- a. Agenda item suggestions;
- b. Reminders regarding meeting times, dates and places;
- c. Board meeting agendas or information concerning agenda items;
- d. One-way information from Board members or the superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals;

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*<sup>{4}</sup> Districts are encouraged to evaluate translation needs and resources prior to adding this language. A district may decide that translating the agenda, minutes or other documents, or public comment is sufficient.*

- e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

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

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

3. Private or Social Meetings

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

4. Work Sessions

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

5. Executive Sessions

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

END OF POLICY

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**Legal Reference(s):**

[ORS 174.100](#)

[ORS 174.104](#)

[ORS Chapter 192](#)

[ORS Chapter 193](#)

[ORS 255.335](#)

[ORS 332.040 - 332.061](#)

[ORS 433.835 - 433.875](#)

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

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

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

Oregon House Bill 2560 (2021).

Oregon House Bill 3041 (2021).

# North Wasco County School District 21

Code: **BDDH**  
Adopted: 6/27/96  
Revised/Readopted: 6/23/04; 10/25/07; 10/22/15; 3/22/18

*2<sup>nd</sup> Reading/Adoption*  
*With one **\*addition***

*1<sup>st</sup> Reading – 10.28.21*  
*No additional changes made*

## Public Participation in Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. Board meetings, however, are meetings held in public, not public meetings. **The Board invites the district’s community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.**

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

~~Attendance of the public at Board meetings shall be encouraged. The Board shall solicit the advice and counsel of community members in planning and operating the schools. The proposed agenda for all regular meetings shall be mailed on request to the press and radio at least 48 hours prior to the time of the meeting.~~

~~Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.~~

~~All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternative, equally effective means of communication will be used.~~

### **Request for an Item on the Agenda**

~~The Board wishes to provide the opportunity for patrons to address the Board and present their concerns. The Board will schedule a period of time during each regular meeting for public participation. Community members who wish to present any matter related to the schools are encouraged to make their request in writing to the superintendent by Monday preceding the Thursday meeting.~~

### **Procedures for **Oral Public Comment** Participation in Meetings**

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

- 1. Public comment is limited to its designated place on the agenda and while time allows.**

2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will sign in on the public comment sheet provided and/or submit their name electronically [do so as directed] prior to the Board meeting.<sup>1</sup> A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment on both agenda and non-agenda items a topic not on the published agenda [may comment only on agenda items].
4. Any person who is invited by the chair to speak to the Board at a meeting A person speaking during the public comment portion of the meeting should state his/her their name and if they are a resident of the district residence, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. The patron will be person giving public comment is limited to an established time limit of a three-minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. Time limits will be determined based on the number of commenters and the amount of time available for public comment. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed. presentation for the issue. If a group of persons wish to speak to an issue, a spokesperson will be selected to speak for the group or to arrange for a group of speakers. The total presentation will be limited to 10 minutes. Patrons with opposing views may speak for up to 10 minutes.
6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda. The Board will take no action on an issue that is not listed on the agenda until the next Board meeting in order to give the Board time to research the matter or to decide upon a course of action. The Board chair may waive this requirement upon emergency conditions.

The Board will not hear public comment at Board work sessions.

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

While the Board wants to provide for input, it must conduct its meetings properly and efficiently and allow sufficient time for other items on the agenda. Consequently, when the audience is larger than 20 persons, the public may be allowed to participate in the discussion only if time permits.

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

## **Audience**

~~During an open session of a Board meeting, members of the public are specifically invited to present concerns during the designated portion of the agenda. At the discretion of the Board chair, public participation may be allowed.~~

## **Petitions**

~~Petitions may be accepted at any meeting of the Board. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation of appropriate action.~~

## **Procedures for Written Comment**

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email [\\*\(publiccomments@nwasco.k12.or.us\)](mailto:publiccomments@nwasco.k12.or.us) to 3632 West 10<sup>th</sup> Street, The Dalles, Oregon 97058. Materials or comments submitted at least ~~72~~ **24** hours in advance of a Board meeting will be provided to the Board before the Board meeting, ~~but will not be read at the Board meeting.~~ Written materials or comments submitted may not warrant action by the Board.

## **Comments Regarding Staff Members**

~~Speakers~~ **A person speaking during the designated portion of the agenda for public comment** may offer objective criticism of school operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL/GBM - Complaints for consideration of a legitimate complaint involving a staff member. A commendation involving a staff member should be sent to the superintendent who will forward it to the employee, ~~his/her~~ **a** supervisor and the Board.

END OF POLICY

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### **Legal Reference(s):**

ORS 165.535

ORS 192.610 to -192.690

ORS 165.540

ORS 332.057

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Americans with Disabilities Act Amendments Act of 2008.

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

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

# North Wasco County School District 21

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

## Bias Incident Complaint Procedure

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

**Step 1:** When a staff member learns of a potential bias incident or display of a symbol of hate, the staff member will prioritize the safety and well-being of all persons impacted and immediately report the incident to the building or program administrator.

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

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

The administrator or designee must consider whether the behavior implicates other district policies or civil rights laws, and if so, respond accordingly<sup>2</sup>.

The administrator or designee will make a decision within 10 days of receiving the complaint.

All persons impacted by the act will be provided with information<sup>3</sup> relating to the investigation and the outcome of the investigation, including: ~~At a minimum, the information provided must include:~~

- Notice that an investigation has been initiated;
- Notice when the investigation has been completed;

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

<sup>2</sup> The nature of the behavior or act must determine the process used to respond; what rights and protections are available to the person(s) impacted by the behavior or act; and an individual’s right to appeal to the Oregon Department of Education or the U.S. Department of Education.

<sup>3</sup> For additional information regarding required notices, see OAR 581-022-2312(4)(e)(E).

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

~~If any of the above information cannot be shared, a citation to the law prohibiting release and an explanation of how that law applies to the current situation will be provided.~~

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

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

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

Step 4: If the complainant or respondent is not satisfied with the decision of the superintendent or designee, a written appeal may be filed with the Board within five school days of receipt of the superintendent or designee's response to Step 3. The Board may decide to hear or deny the request for appeal at a Board meeting. The Board may use an executive session if the subject matter qualifies under Oregon law. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at the next regular or special Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing within 10 days of this meeting.

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

Complaints can be filed with or communicated directly to the administrator or designee, in which case Step 1 will be skipped. Complaints against the administrator can be directed to the superintendent or designee and will begin at Step 3. Complaints against the superintendent or a Board member(s) can be directed to the Board and will begin at Step 4. If complaints begin later than Step 1, the individuals reviewing the complaint will ensure that all requirements are met.

The complainant, if a person who resides in the district, a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal<sup>4</sup> the district's final

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<sup>4</sup> An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Complaints may also be filed directly with the U.S. Department of Education Office for Civil Rights.<sup>5</sup>

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

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

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<sup>5</sup> Complaints must meet criteria as established by law. For more information, visit <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>