

## Regular Meeting

Thursday, February 23, 2023 6:00 PM

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

1. **5:15 PM - Executive Session - ORS 192.660(2) (i) Superintendent Evaluation** **Presenter:** Jose Aparicio, Chair
2. **Call Meeting to Order and Pledge of Allegiance** **Presenter:** Jose Aparicio, Chair
3. **Review / Revision of the Agenda**
4. **District Mission / Vision / Values**
5. **Student / Staff Recognition**
6. **Student Representative Reports**
7. **Consent Agenda**
  - 7.a. School Board Meeting Minutes from previous meeting
  - 7.b. Licensed Employees Contract Extension, Renewal & Non-Renewal
  - 7.c. Personnel Report
8. **Board Action Calendar - Review**
9. **School Board Sub Committee Reports**
10. **Staff Reports:**
11. **New Business:**
  - 11.a. **Presentations / Reports:**
    - 11.a.1. **School Building Report - The Dalles High School** **Presenter:** Kurt Evans, Principal
    - 11.a.2. **Superintendent's Report** **Presenter:** Dr. Carolyn Bernal, Superintendent
      - 11.a.2.a. **2027 Strategic Plan Update** **Presenter:** Carolyn Bernal, Superintendent
    - 11.a.3. **Chief Financial Officer's Report** **Presenter:** Kara Flath, CFO
      - 11.a.3.a. **Financial Statements:**
      - 11.a.3.b. **Student Enrollment:**
    - 11.a.4. **Board Attorney's Report** **Presenter:** Jason Corey, Board Attorney
12. **Discussion / Action Items:**
  - 12.a. **Presentation: 2023-2024 ESD Local Service Plan** **Presenter:** Pat Sublette, ESD

Superintendent

12.a.1. Discussion / Action Item: Approve the 2023-2024 ESD Local Service Plan.

12.b. Discussion/Action Item: Approve Surplus of Vocational Education Property

**Presenter:** Kara Flath, CFO

12.c. Action Item: Approve Resident Release & Nonresident Acceptance Slot Requests for the 2023-2024 school year.

**Presenter:** Carolyn Bernal, Superintendent

13. 1st Reading on School Board Policies (informational only):

13.a. Policy JHCCF: Pediculosis (Head Lice)

13.b. Policy JHCD/JHCDA: Medications

14. 2nd Reading / Adoption on School Board Policies (action required):

14.a. Policy IKF: Graduation Requirements

14.b. Policy JGAB: Use of Restraint and Seclusion

15. Informational Only:

15.a. Policy JHCD/JHCDA-AR: Medications

15.b. Policy BCBA-AR (1): Student Representatives to the Board

15.c. Policy BCBA-AR(2): Student Representatives to the Board - Application

16. Comments from the Audience about Non Agenda Items

17. Adjourn the Regular School Board Meeting

# STAFF RECOGNITION



*"I get to see kids go from being nonverbal to being able to communicate, and that's incredible" Lara Dunn*

*"I get to work with some amazing people. I'm surrounded by people from all different backgrounds coming together to help our kids" CJ Toole*



**North Wasco County School District 21**  
**Licensed Employees - Contract Extension, Renewals and Non-Renewals**

*February 23rd, 2023*

**1. The Superintendent requests 1st year probationary contract extensions for licensed administrators listed below for the period of July 1, 2023 to June 30, 2024:**

First Name	Last Name	Building /Department Assignment
Donna	Sholtis	Assistant Principal

**2. The Superintendent requests 2<sup>nd</sup> year probationary contract extensions for licensed administrators listed below for the period of July 1, 2023 to June 30, 2024:**

First Name	Last Name	Building /Department Assignment
Elizabeth	Rossmiller	Principal
Luke	Vieira	Principal
Ryan	LaDouceur	Principal
Lauren	Merklin	Director of Teaching, Learning and Curriculum
Mairead	Beane Kelly	Vice Principal

**3. The Superintendent requests 3<sup>rd</sup> year probationary contract extension for the licensed administrator below for the period of July 1, 2023 to June 30, 2024:**

First Name	Last Name	Building /Department Assignment
William	Brost	Vice Principal
Amy	Hampton	Director of Student Services

**4. The Superintendent requests an initial 3-year contract for the licensed administrator below for the period of July 1, 2023 to June 30, 2026.**

First Name	Last Name	Building /Department Assignment
Ajay	Rundell	Principal

**5. The Superintendent requests contract extensions for licensed administrators listed below for the period of July 1, 2022 to June 30, 2025:**

First Name	Last Name	Building /Department Assignment
Julie	Gurczynski	Vice Principal
Phil	Williams	Vice Principal
Kurt	Evans	Principal
Sandra	Harris	Director of HR

**6. The Superintendent requests 2<sup>nd</sup> year probationary contract renewal for licensed teachers listed below for the period of July 1, 2023 to June 30, 2024:**

First Name	Last Name	Building /Department Assignment
Jaimie	Esiquio Ruiz	Chenowith Elementary-Teacher
Ambrielle	Feil	Chenowith Elementary-Teacher
Emma	Hyatt	Chenowith Elementary-Teacher
Kara	Odell	Chenowith Elementary-Teacher

**North Wasco County School District 21**  
**Licensed Employees - Contract Extension, Renewals and Non-Renewals**

*February 23rd, 2023*

**6. The Superintendent requests 2<sup>nd</sup> year probationary contract renewal for licensed teachers listed below for the period of July 1, 2023 to June 30, 2024: (continued)**

<b>First Name</b>	<b>Last Name</b>	<b>Building /Department Assignment</b>
Arielle	Shabanian	Chenowith Elementary-Teacher
Brittany	Wiberg	Chenowith Elementary-Teacher
Jeremiah	Paulsen	Colonel Wright Elementary-Counselor
Stephanie	Buyuklian	Dry Hollow Elementary-Teacher
Tera	Ericksen	Dry Hollow Elementary-Teacher
Mary Jane	Laney	Dry Hollow Elementary-Teacher
Andee	Lynch	Dry Hollow Elementary-Teacher
Mackenzie	Schmidt	Dry Hollow Elementary-Teacher
Lauren	Trueb	Dry Hollow Elementary-Teacher
Connor	Ward	Dry Hollow Elementary-Counselor
Michael	Adkins	Innovations Academy-Teacher
Torren	Bertoldi	Innovations Academy-Teacher
Shaun	Carlin	Innovations Academy-Counselor
Abby	Graves	Innovations Academy-Teacher
Michael	Miller	Innovations Academy-Teacher
Craig	Randall	Innovations Academy-Teacher
Elizabeth	Runciman	Innovations Academy-Teacher
Jaylene	Vegas	Innovations Academy-Teacher
Page	Walker	Innovations Academy-Teacher
Daniel	Campagna	The Dalles High School-Teacher
Leah	Ferguson	The Dalles High School-Teacher
Crystal	Haggard	The Dalles High School-Teacher
Gabriel	Judah	The Dalles High School-Teacher
Shawn	Manciu	The Dalles High School-Teacher
William	O'Brien	The Dalles High School-Teacher
Lindsay	Omeg	The Dalles High School-Teacher
David	Sacquet	The Dalles High School-Teacher
Kara	Tonn	The Dalles High School-Teacher
Jesus	Acosta	The Dalles Middle School-Teacher
Melissa	Diss	The Dalles Middle School-Teacher
Marianna	Garcia	The Dalles Middle School-Teacher
Monica	LaDouceur	The Dalles Middle School-Teacher
Ben	Larsen	The Dalles Middle School-Teacher
Alisa	Long	The Dalles Middle School-Teacher
Sabrina	Nemec	The Dalles Middle School-Teacher
Kevin	Remington	The Dalles Middle School-Teacher
Hayli	Sharp	The Dalles Middle School-Teacher
Ann	Zuehlke	The Dalles Middle School-Teacher
Toni	Sheppard	Wahtonka Campus-Teacher
Shannon	Brennan	District Wide - Instructional Coach

**7. The Superintendent requests 3<sup>rd</sup> year probationary contract renewal for licensed teachers listed below for the period of July 1, 2023 to June 30, 2024:**

<b>First Name</b>	<b>Last Name</b>	<b>Building /Department Assignment</b>
Kendra	Kulby	Chenowith Elementary School -Teacher
Yessenia	Marquez-Barragan	Chenowith Elementary School -Teacher

**North Wasco County School District 21**  
**Licensed Employees - Contract Extension, Renewals and Non-Renewals**

*February 23rd, 2023*

**7. The Superintendent requests 3<sup>rd</sup> year probationary contract renewal for licensed teachers listed below for the period of July 1, 2023 to June 30, 2024: (continued)**

First Name	Last Name	Building /Department Assignment
Susana	Reyes-Montes	Chenowith Elementary School -Teacher
Brittany	Watkins	Chenowith Elementary School -Teacher
Holly	Westin	Chenowith Elementary School -Teacher
Kathryn	Brody	Colonel Wright Elementary - Teacher
Timothy	Chance	Colonel Wright Elementary - Teacher
Mercedes	Chance	Colonel Wright Elementary - Teacher
Alyssa	Jones	Colonel Wright Elementary - Teacher
Sheree	LaDouceur	Colonel Wright Elementary - Teacher
William	Caviness	Dry Hollow Elementary-Teacher
Marnette	Sprouse	Dry Hollow Elementary - Teacher
Jessica	Barker	The Dalles High School - Teacher
Patrick	Clark	The Dalles High School - Teacher
Shudhi	Datta	The Dalles High School - Teacher
Lynn	Helyer	The Dalles High School - Teacher
Kirsten	Benko	The Dalles Middle School - Teacher
Edwin (Johnson)	Dunn	The Dalles Middle School - Teacher
Stefan	Geiter	The Dalles Middle School - Teacher
DeAnna	Hoccom	The Dalles Middle School - Teacher
Sergio	Lopez-Galvan	The Dalles Middle School - Teacher
Karen	Pewitt	The Dalles Middle School-Teacher
Mary	Sallee	The Dalles Middle School - Teacher
Ann	Bourinskie	Wahtonka Campus - Teacher
Wilcox	Duncan	The Dalles Middle School - Teacher

**8. The Superintendent requests approval for the offering of an initial 2 year contract for licensed teachers listed below for the period of July 1, 2023 to June 30, 2025:**

First Name	Last Name	Building /Department Assignment
Destin	Ramsey	Colonel Wright Elementary - Teacher
Abigail	Timmons	Colonel Wright Elementary - Teacher
Cory	Erickson	The Dalles Middle School - Teacher
Brian	Hughitt	The Dalles Middle School - Teacher
Amanda	Moreno	The Dalles Middle School - Teacher
Emily	Campagna	The Dalles High School - Teacher

**9. The Superintendent requests contract extensions for licensed teachers listed below for the period of July 1, 2023 to June 30, 2025:**

First Name	Last Name	Building /Department Assignment
Sandra	Anderson	Chenowith Elementary - Teacher
Nicholas	Anthony	Chenowith Elementary - Teacher
Jennifer	Bergemann	Chenowith Elementary - Teacher
Jessica	Dye	Chenowith Elementary - Teacher
Ami	Felt	Chenowith Elementary - Teacher

**North Wasco County School District 21**  
**Licensed Employees - Contract Extension, Renewals and Non-Renewals**

*February 23rd, 2023*

**9. The Superintendent requests contract extensions for licensed teachers listed below for the period of July 1, 2023 to June 30, 2025: (continued)**

<b>First Name</b>	<b>Last Name</b>	<b>Building /Department Assignment</b>
Susan	Harris	Chenowith Elementary - Teacher
Mia	Howell	Chenowith Elementary - Teacher
Carolyn	McClure	Chenowith Elementary - Teacher
Shawna	Ortega	Chenowith Elementary - Teacher
Jeannine	Rafferty	Chenowith Elementary - Teacher
Diana	Robertson	Chenowith Elementary - Teacher
Kirky	Stutzman	Chenowith Elementary - Teacher
Kimberly	Sullivan	Chenowith Elementary - Teacher
Jennifer	Tate	Chenowith Elementary - Teacher
Sandra	Brown	Colonel Wright Elementary - Teacher
Janet	Bustos	Colonel Wright Elementary - Teacher
Thomas	Conklin	Colonel Wright Elementary - Teacher
Erin	Cyphers	Colonel Wright Elementary - Teacher
Janell	Gearly	Colonel Wright Elementary - Teacher
Ramona	Harwood	Colonel Wright Elementary - Teacher
Jodi	Ketchum	Colonel Wright Elementary - Teacher
Courtney	Middleton	Colonel Wright Elementary - Teacher
Jennifer	Vaught	Colonel Wright Elementary - Teacher
Eliane	Vaz	Colonel Wright Elementary - Teacher
Joy	Ashbaugh	Dry Hollow Elementary - Teacher
Melissa	Bickle	Dry Hollow Elementary - Teacher
Darby	Burleson	Dry Hollow Elementary - Teacher
Abigail	Cyphers	Dry Hollow Elementary - Teacher
Annika	Dobo	Dry Hollow Elementary - Teacher
Sarah	Durham	Dry Hollow Elementary - Teacher
Kimberely	Granville-Taylor	Dry Hollow Elementary - Teacher
Sarah	Hammel	Dry Hollow Elementary - Teacher
Katelyn	Hernandez	Dry Hollow Elementary - Teacher
Melissa	Heying	Dry Hollow Elementary - Teacher
Courtney	Kiser	Dry Hollow Elementary - Teacher
Mindy	Lenardson	Dry Hollow Elementary - Teacher
Autumn	Loyd	Dry Hollow Elementary - Teacher
Kimberly	Meyers	Dry Hollow Elementary - Teacher
Weslee	Mitchell	Dry Hollow Elementary - Teacher
Kevin	Ramsey	Dry Hollow Elementary - Teacher
Amy	Schwartz	Dry Hollow Elementary - Teacher
Emily	Stewart	Dry Hollow Elementary - Teacher
Samantha	Tenneson	Dry Hollow Elementary - Teacher
Andrew	Codding	NORCOR - Teacher
Danielle	Barriga	The Dalles Middle School - Teacher
George	Braun	The Dalles Middle School - Teacher
Laura	Carrell	The Dalles Middle School - Teacher
Michael	Cates	The Dalles Middle School - Teacher
Kelly	DeLeon	The Dalles Middle School - Teacher
Kate	Galt	The Dalles Middle School - Teacher
Robin	Haight	The Dalles Middle School - Teacher
Alexander	Kramer	The Dalles Middle School - Teacher
Lise	Larsen	The Dalles Middle School - Teacher
Peter	Newhall	The Dalles Middle School - Teacher

**North Wasco County School District 21**  
**Licensed Employees - Contract Extension, Renewals and Non-Renewals**

*February 23rd, 2023*

**9. The Superintendent requests contract extensions for licensed teachers listed below for the period of July 1, 2023 to June 30, 2025: (continued)**

First Name	Last Name	Building /Department Assignment
Val	Rector	The Dalles Middle School - Teacher
Tom	Richardson	The Dalles Middle School - Teacher
Kelly	Smutz	The Dalles Middle School - Teacher
Cassandra	Stahly	The Dalles Middle School - Teacher
Leslie	Sullivan	The Dalles Middle School - Teacher
Jacob	Abrams	The Dalles High School - Counselor
Taylor	Alsheimer	The Dalles High School - Teacher
Lowry	Browning	The Dalles High School - Teacher
Mary Jo	Commerford	The Dalles High School - Teacher
Kendra	Curtis	The Dalles High School - Teacher
Paula	Erickson	The Dalles High School - Teacher
Brian	Greeley	The Dalles High School - Teacher
Ty	Haight	The Dalles High School - Teacher
Robyn	Johnsen	The Dalles High School - Teacher
Micilin	Kelley	The Dalles High School - Teacher
Kimberly	Kiser	The Dalles High School - Teacher
Krystal	Klebes	The Dalles High School - Teacher
Benjamin	Lin	The Dalles High School - Teacher
Shea	Macnab	The Dalles High School - Teacher
Kelly	Meeuwssen	The Dalles High School -Teacher
Garth	Miller	The Dalles High School - Teacher
Dan	Myers	The Dalles High School -Teacher
Leanne	Neal	The Dalles High School - Counselor
Jill	Pearson	The Dalles High School - Teacher
Pete	Recksiek	The Dalles High School - Teacher
Cheryl	Rice	The Dalles High School - Teacher
Jordan	Rowland	The Dalles High School - Teacher
Mary	Snodgrass	The Dalles High School - Teacher
James	Taylor	The Dalles High School - Teacher
Daniel	Telles	The Dalles High School - Teacher
Colby	Tonn	The Dalles High School - Teacher
Meranda	Toole	The Dalles High School - Teacher
Dwight	Trainer	The Dalles High School - Teacher
Charels	Webber	The Dalles High School -Teacher
Kara	Willis	The Dalles High School -Teacher
Margaret	Nesbit	The Dalles High School -Teacher
Carol	Ritchie	District Wide - Teacher
Sonja	Little	Wahtonka Campus -Tag Coordinator
Janice	Shortt	District Wide - SPED Coordinator
Katie	Ortega	Instructional Coach - District Wide
CJ	Toole	District Behavior Specialist
Kathy	Mahn	Mosier Community School

**10. The Superintendent requests non extension for licensed teachers listed below:**

First Name	Last Name	Building /Department Assignment
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*None*

**North Wasco County School District 21**  
**Licensed Employees - Contract Extension, Renewals and Non-Renewals**

*February 23rd, 2023*

**11. The Superintendent advises the Board of the expiration of the following Temporary Contracts that will end June 30, 2023:**

<b>First Name</b>	<b>Last Name</b>	<b>Building /Department Assignment</b>
Camille	Shepler	Chenowith Elementary - Teacher
Mary Ruth	Stranz	Colonel Wright Elementary -Teacher
Allison	Vassar	Dry Hollow Elementary -Teacher
Karen	Wilson	Dry Hollow Elementary -Teacher
Torren	Bertoldi	Innovations Academy
Julia	Cardiel	Innovations Academy
Craig	Randall	Innovations Academy
Tana	Tibbets	The Dalles Middle School
David	Ford	The Dalles High School
Christine	Glavin	Chenowith Elementary - Teacher

**ANNOUNCEMENTS RELATING TO LICENSED PERSONNEL**

**12. The Superintendent announces the employment status of the following Child Development Specialists for the 2023-2024 School Year:**

<b>First Name</b>	<b>Last Name</b>	<b>Building /Department Assignment</b>
Jeff	Carrell	The Dalles Middle School - CD Specialist
Hannah	Gutierrez	The Dalles Middle School - CD Specialist
Melissa	Reger-Furler	Chenowith Elementary - CD Specialist

**13. The Superintendent announces the employment status of the following Speech Language Pathologists, Physical Therapists and Psychologist for the 2023-2024 School Year:**

<b>First Name</b>	<b>Last Name</b>	<b>Building /Department Assignment</b>
Michael	Collins	District Speech Pathologist
Caroll	DePriest	District Speech Pathologist
Laurie	Stanton	District Speech Pathologist
Amy	Blizzard	District Speech Pathologist
Nicole	Kvist	District Speech Pathologist
Lara	Dunn	District Speech Pathologist
Elena	Durham	Occupational Therapist
Marisa	Natta	District Wide - Psychologist

# North Wasco County School District

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

## PERSONNEL CHANGES AND VACANCIES

School Board Meeting – February 23, 2023

*Current as of – February 15, 2023*

*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
Christine Glavin	Resource Teacher-SLC	CES	TBD

### Licensed Staff – Internal Transfer and or Hires

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
Shaun Carlin	TDHS/Counselor	Innovations Academy/Counselor, begins February 13, 2023
Craig Randall	IA/Online Secondary Teacher PT	IA/(Temporary 22'-23') PT Online Secondary Teacher

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

NAME	POSITION	BUILDING	COMMENTS
Connor Ward	Counselor	DHE	Resigning March 17, 2023

### 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
N/A			

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
Rhina Marquez Monette	Ed Asst IV-SLC	CES	Begins February 8, 2023
Rodolpho Guzman	Maintenance I	Operations	Begins February 21, 2023

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

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
Diana Ezelle	TDHS/Ed Asst IV SPED-SLC	CWE-Ed Asst IV-SPED

**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
Kody	Wade	Innovations Academy	Resigning February 17, 2023
Sue Ann	Goodwin	CWE	Resigning February 16, 2023

**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
Sarah Ziegenhagen	Asst Girls BB Coach	TDMS	Begins January 27, 2023
Andy Coddling	Asst Track Coach	TDHS	Begins February 27, 2023

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

NAME	POSITION	BUILDING	COMMENTS
Chelsea Chavarria	Asst JV Girls Tennis Coach	TDHS	Resigning February 1, 2023

**Advertised Vacancies**

Position	HRS/FTE	Building	Close Date	Comments
SLC SPED Assistant	7.5 Hrs	CES	Open Until Filled	Advertised
SELA(s)	7.5 Hrs	CES	Open Until Filled	Advertised
Title I-Reading Assistant	7.5 HRs	CES	Open Until Filled	Advertised
Media Assistant	8.0 Hrs	CES	Open Until Filled	Advertised
Ed Asst II-K	7.5 Hrs	CWE	Open Until Filled	Advertised
SELA(s)	7.5 Hrs	CWE	Open Until Filled	Advertised
Grants Manager	8 Hrs	District Wide	Open Until Filled	Advertised
Behavior Specialist	8 Hrs	District Wide	Open Until Filled	Advertised
Physical Therapist	8 HRs	District Wide	Open Until Filled	Advertised
Substitute Teachers 22'-23'	TBD	District Wide	Open Until Filled	Advertised
Classified Substitutes 22'-23'	TBD	District Wide	Open Until Filled	Advertised
Ed Asst III-SELA	7.5 Hrs	DHE	Open Until Filled	Advertised
Title I Reading Assistant	7.5 Hrs	DHE	Open Until Filled	Advertised
ELL Assistant II	7.5 Hrs	DHE	Open Until Filled	Advertised
Counselor/CDS	8 Hrs	DHE	Open Until Filled	Advertised
Elementary STEM/ARTS Teacher	8 Hrs	DHE	Open Until Filled	Advertised
Ed Asst II-Instructional Asst	7.5 Hrs	IA	Open Until Filled	Advertised
Ed Asst IV-SPED	7.5 Hrs	IA	Open Until Filled	Advertised

High School Guidance Counselor	8 Hrs	TDHS	2/24/2023	Advertised
Athletic Trainer	8 Hrs	TDHS	Open Until Filled	Advertised
Assistant Football Coach-Multiple Positions	Seasonal	TDHS	Open Until Filled	Advertised
Asst Softball Coach	Seasonal	TDHS	Open Until Filled	Advertised
Asst Baseball Coach	Seasonal	TDHS	Open Until Filled	Advertised
JV Girls Tennis Coach	Seasonal	TDHS	Open Until Filled	Advertised
Head Coach Cross Country	Seasonal	TDMS	Open Until Filled	Advertised
Educational Assistant II-Instructional Asst	7.5 Hrs	TDMS	Open Until Filled	Advertised
Substitute Bus Driver (Pool)	Substitute	Transportation	Open Until Filled	Advertised
Bus Driver	8 Hrs	Transportation	Open Until Filled	Advertised



# North Wasco County School District

## School Year 2022 – 2023, January Financial Summary

### FY 2023:

Currently, the general fund balance is \$9 M, which is still an early report of expenditures and revenues. Here are the ending balances currently:

Fund	General Fund	State Special Revenues	Nutrition Services	Technology Fund	Replacement Funds	Debt Service Funds	Capital Projects	District Fund Totals
Fund Balance	9,163,782	(299,012)	218,791	31,196	28,656	1,421,239	48,709	10,613,361

While looking at the financial income statement, please note there are several budget adjustments that will occur in the next two months. First, a thorough review of all programs, such as JDEP program expenditures, needs to be reviewed then the budget adjustments will come before the board. There are many staffing changes that occurred through the year, it is vital to ensure the staffing are being appropriately charged to each funding source before making major adjustments. In addition, the goal to is ensure the general fund balances are in line with the district and board goals. That will all happen together. To make the adjustments, a supplemental budget hearing will need to occur.

The district was approved for additional Student Investment Account funds for an intensive program. This will equate to \$2M for four years. The district will be collaborating with ODE, ESD, contracted personnel recommended by ODE, members of the public, and school district staff to make recommendations. To run this program, the district will be hiring a grants manager position that will focus on this program and all grants within the district. This position will be funded by the additional SIA funds and work on existing and writing new grants. Currently, this position is being bargained with our union leadership as it will be a represented position. Once that process is final, the position will be posted.

On the legislative front, the Governors priorities do include summer learning. However, it currently only discusses community-based organizations, so it is unsure if the state will provide summer programs funds. These funds assist with K-12 summer school, K-8 enrichment programs which included music, sports, arts, and community partners such as the Discovery Center.

**REMINDER:** All school board members will be required to complete the ethics reporting filing, (Statement of Economic Impact SEI), with the state. Emails should be in each of your school district emails to complete the signup process. This was a legislative requirement and changed this year.

### **Athletics Corner:**

The crow's nest next to the Sid White field was taken down due to safety concerns. The building was no longer safe to operate. The booster club, Anthony Pereira, The Dalles Booster Club President, brought in qualified volunteers and removed the crows nest at no cost. This saved the district \$17K and the effort of the booster club is appreciated. Thank you all who participated.

The District Athletic Director and Principal Evans worked hard to present an option to OSAA to move the high school football team to the Tri Valley Conference, which will save time and money in the long run. Thankfully, this request was approved by the OSAA Executive. This is great news!

### **Facilities Corner:**

There are several projects in the works for the facilities department.

- Amaton field currently has excessive water in the area due to the natural springs and the equipment is either plugged or needs replaced. The staff are working to ensure the repairs are completed before graduation.
- Wahtonka field also needs irrigation repairs, and several companies have been asked to send bids and the irrigation pipe across the field will be replaced. The pipe breaks in a new area each year so this will help so there is not constant repairs. This pipe has an asbestos pipe covering so it is a project that needs to contract out the work.
- The Sodexo position is in the hiring processes. Several candidates were interviewed and there should be a candidate selected from this pool. Keep in mind, this position will be a building planning and operations position that will assist with building reporting, community information, and assisting in larger scale projects.
- As a reminder, personnel management has moved to a district position and Dan Ezelle is the Director of Facilities and Operations. He is doing a spectacular job.

### **Nutrition Corner:**

- The Future Chef program has received 25 recipes submitted from 3 - 5th graders. These recipes will be paired down to 6 and the competition will be at the middle school in March. Keep an eye out for more information.
- The food truck was purchased and is waiting for the new logo wrap. This should be completed by the end of February.

### **Transportation Corner:**

The North Wasco County School District transportation department has been very busy supporting the students and staff at nine different school sites. There is a staff of 30 transporting students based in both Wasco and Sherman Counties.

By the numbers: To date our transportation department has logged approximately 118,000 home to school miles with 25 routes serving students' needs. Staff have also traveled approximately 30,000 miles (200 trips) between athletic and academic field trips. With the winter sports season winding down staff are looking forward to the spring sports season. Spring also brings the opportunity of many field trips on the schedule.

The department has also been busy continuing to update our equipment. The district is in the process of placing an order for four (4) new school buses for delivery next spring with approximately \$350,000.00 in grant funding in place.

In addition to the daily support to the students at North Wasco County School District and Sherman County School District, the staff also assist neighboring districts offering staff training and certified training facility to train new drivers. The department continues to support neighboring districts transporting students for athletic trips or academic field trips.

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 Technology Status Report

January 2023

This report is designed to summarize the status of the Technology Department and act as an overview on license inventory.

## Updates

We hope everyone has had a great start to the new year! We have been very busy, which is unusual for this time of year. We have a lot of updates and information to share!

- Network issues at The Dalles High School
  - We experienced some network routing issues in early January and after several hours of troubleshooting the main network routers at the high school, it was determined that the equipment was not functioning properly and needed to be replaced. We had a spare router that was utilized until the replacements could be installed. Ben Feil (our Network Engineer) worked after hours and into the weekend to get things back up and running, so thank you Ben!
- **Important WiFi updates!**
  - The Columbia Gorge Education Service District will be performing server and network maintenance this Friday, February 3rd, starting at 10 PM. This recurring maintenance window is scheduled for the first Friday of every month, from 10 PM – 2 AM. As part of this maintenance window, we will begin transitioning away from using D21-WiFi. This wireless network was originally created to be used by staff. Unfortunately, the password has been given out to students over the years and because of this, the network is almost always saturated with student personal devices, especially at TDMS and TDHS. This has negatively impacted the usability and security of North Wasco's network.
  - On 2/3/2023, we will begin deploying a new Wi-Fi network, starting at Chenoweth Elementary School, the District Office, and Operations/Transportation Office. The name of this network will be D21-Staff. Instead of only using a password to authenticate, you will connect with a username (your Google email address) and a password (your Google password). We will be able to individually verify who is connected to the network and prevent students from connecting to this network. D21-Staff is for work devices. Do NOT connect personal devices (smartphones, etc.) to this network. All student and staff personal devices should connect to D21-Public, a new network that will replace D21-Guest. Staff will have 2 weeks from their building's deployment date to switch over to the new network. After two

weeks, we will turn off D21-WiFi. We will continue to transition to D21-Staff according to the following schedule:

- 2/3/2023
  - Chenowith Elementary School, District Office, and the Operations/Transportation Office
- 2/10/2023
  - Dry Hollow Elementary School, Colonel Wright Elementary School, and Mosier Community School
- 2/17/2023
  - The Dalles Middle School, The Dalles High School, and the Wahtonka Campus/Innovations Academy
  - More information will be sent to staff at each location as we approach these dates. If you have questions, please contact support@nwasco.k12.or.us or call ext. 3002 or (541) 506-3355
- Phone server replacement
  - The phone server for NWasco, which has been in production for several years, was starting to have some hardware issues, so we replaced it with a server that we had on hand. This spare server is also on the older side, but is much more reliable and will work as the replacement until we can find a better alternative in the near future. This was a complicated process and Jeremiah Nieuwendorp (our Systems Administrator) spent many hours before and during to make sure everything was up and operational. Thank you Jeremiah!
- Security camera additions
  - We had the opportunity to do a security walk through with the local police department and get input on where to put in additional cameras. We have received these additional cameras and are working on getting these installed.
- E-Rate project updates
  - We are currently in the process of receiving and evaluating bids for multiple projects in the district. Projects include installing new fiber optic cabling between network closets at The Dalles Middle School and The Dalles High school, a full network switch and WiFi equipment replacement at The Dalles Middle School, and a complete rewiring of the network infrastructure at Mosier Community School. We hope to get those finalized soon so those projects can start next fiscal year
- ACPE scholarship opportunity!
  - The Columbia Gorge ESD Technology Department is a member of the ACPE Northwest. This is a peer group for technology professionals in K-12 from Oregon and Washington. ACPE Northwest offers annual scholarships for students planning to study technology. The application period closes on February 20th, so we apologize for the late notice. Here is a link to the posting where students can submit applications: [ACPE 2023 Scholarship Application](#)

## Software Licensing Information

Zoom Licenses in Use	Available Licenses
61 standard, 6 webinar 500	208 standard, 3 webinar 500, 2 webinar 1000

Adobe Licenses	Licenses in Use	Available Licenses
Creative Cloud All Apps	231	269

### Helpful Information for staff and faculty

If you have any questions about this report, or requests for more information, please email us at [helpdesk@nwasco.k12.or.us](mailto:helpdesk@nwasco.k12.or.us) or call 541-506-3355, or ext. 3002.

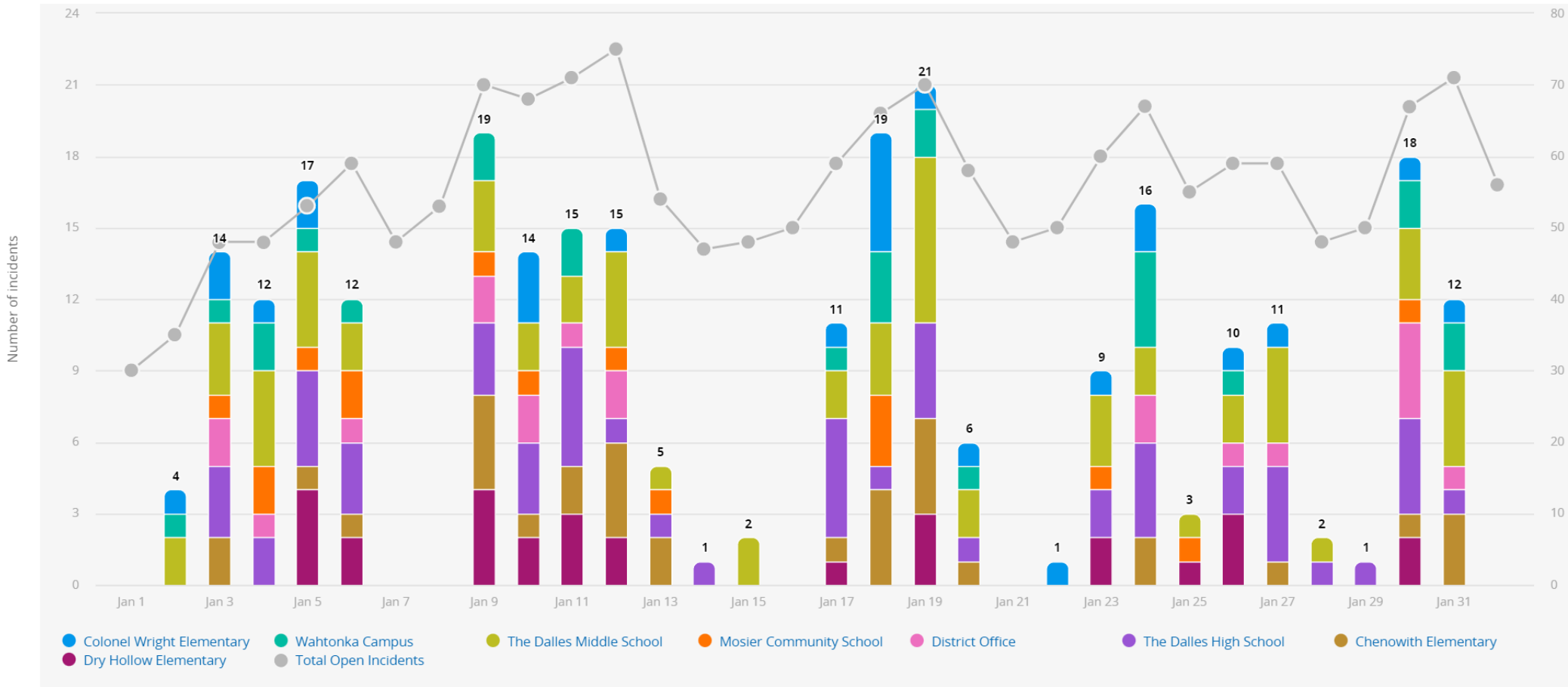
#### Fun fact!

*The computers used in the Apollo 11 trip to the moon had less processing power than a modern day cell phone.*

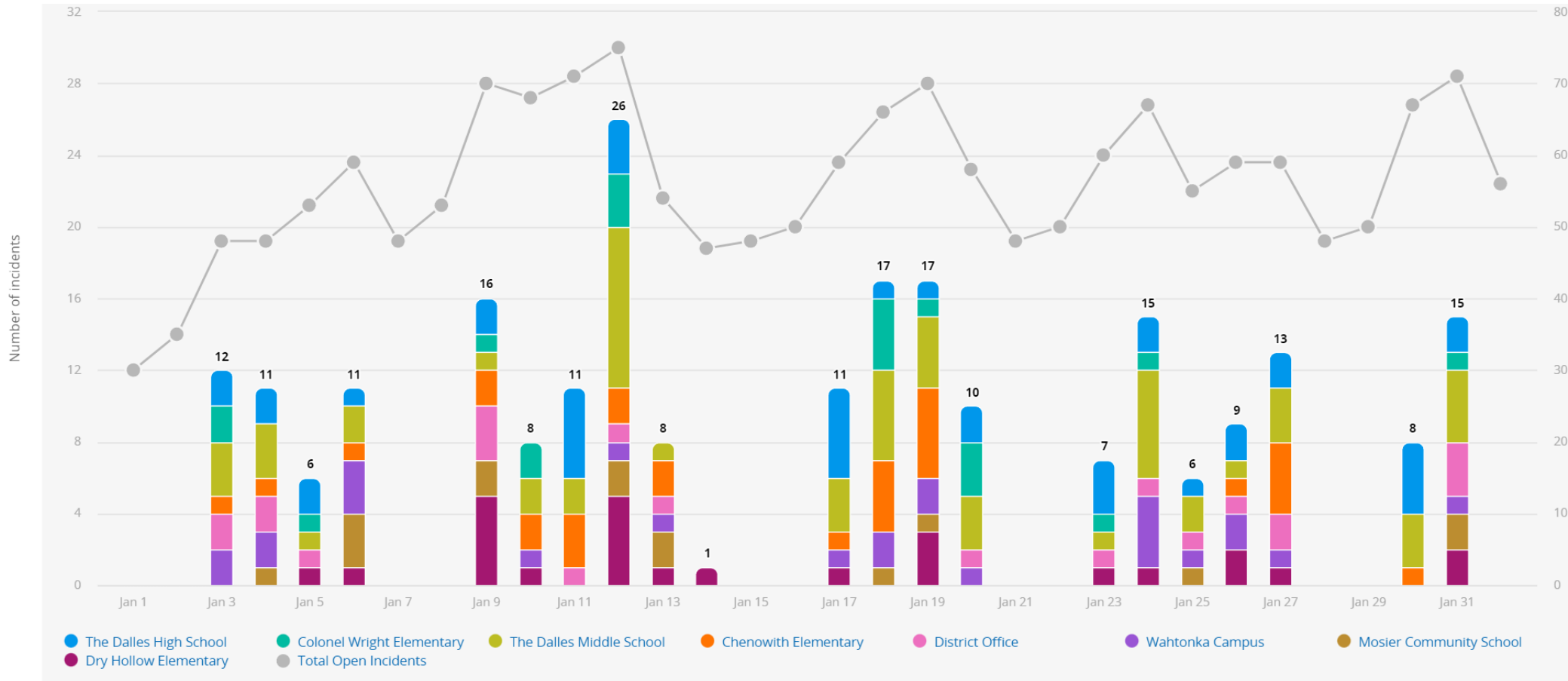
**View our Helpdesk ticket stats on the next two pages!**

# Helpdesk Tickets Report

Total Tickets Opened for the Month of January



# Total Tickets Closed for the Month of January



# NORTH WASCO COUNTY SCHOOL DISTRICT

FY 2023 Expenditure Status Report  
For the month ending January 31st, 2023

DESCRIPTION	Budget	Year to Date	Encumbrances	Balance	% Budget Expended
<b>100 General Fund</b>					
1000 - Instruction	21,596,297	10,494,729	11,601,159	(499,591)	48.60%
2000 - Support Services	14,589,358	7,885,123	5,707,679	996,556	54.05%
5000 - Debt Service & Fund Transfers	870,000	870,000	-	-	100.00%
6000 - Contingency	-	-	-	-	0.00%
7000 - Unappropriated Ending Fund Balance	501,764	-	-	501,764	0.00%
<b>Totals</b>	<b>37,557,419</b>	<b>19,249,852</b>	<b>17,308,838</b>	<b>998,729</b>	<b>51.25%</b>
<b>210 - Federal Programs Fund</b>					
1000 - Instruction	3,722,792	996,237	968,620	1,757,935	26.76%
2000 - Support Services	912,396	672,364	253,883	(13,851)	73.69%
3000 - Enterprise & Community Services	21,075	55,573	-	(34,498)	263.69%
4000 - Capital Outlay	66,757	111,828	-	(45,071)	167.52%
7000 - Unappropriated Ending Fund Balance	4,495,531	-	-	4,495,531	0.00%
<b>Totals</b>	<b>9,218,551</b>	<b>1,836,002</b>	<b>1,222,503</b>	<b>6,160,046</b>	<b>19.92%</b>
<b>220 - State Grant Funds</b>					
1000 - Instruction	3,108,881	1,364,522	867,377	876,982	43.89%
2000 - Support Services	2,029,658	882,031	836,360	311,267	43.46%
3000 - Enterprise & Community Services	15,000	44,489	-	(29,489)	296.59%
4000 - Capital Outlay	-	-	-	-	0.00%
7000 - Unappropriated Ending Fund Balance	100,000	-	-	100,000	0.00%
<b>Totals</b>	<b>5,253,539</b>	<b>2,291,042</b>	<b>1,703,737</b>	<b>1,258,760</b>	<b>43.61%</b>
<b>230 - Local Grants</b>					
1000 - Instruction	53,300	4,070	-	49,230	7.64%
2000 - Support Services	43,045	34,529	241	8,275	80.22%
3000 - Enterprise & Community Services	634,241	232,198	103,343	298,700	36.61%
<b>Totals</b>	<b>730,586</b>	<b>270,797</b>	<b>103,584</b>	<b>356,205</b>	<b>37.07%</b>
<b>240 - Vocational Education Fund</b>					
1000 - Instruction	46,009	3,224	42,785	-	7.01%
<b>Totals</b>	<b>46,009</b>	<b>3,224</b>	<b>42,785</b>	<b>-</b>	<b>7.01%</b>
<b>242 - Enterprise Zone Funds</b>					
1000 - Instruction	-	-	-	-	
2000 - Support Services	442,000	21,958	17,794	402,248	4.97%
4000 - Capital Outlay	-	37,552	-	(37,552)	0.00%
<b>Totals</b>	<b>442,000</b>	<b>59,510</b>	<b>17,794</b>	<b>364,696</b>	<b>13.46%</b>
<b>250 Nutrition Services Fund</b>					
3000 - Enterprise & Community Services	1,512,823	688,290	446,690	377,843	45.50%
<b>Totals</b>	<b>1,512,823</b>	<b>688,290</b>	<b>446,690</b>	<b>377,843</b>	<b>45.50%</b>
<b>285 Technology Fund</b>					
2000 - Support Services	176,031	181,871	(6,041)	201	103.32%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	0.00%
<b>Totals</b>	<b>176,031</b>	<b>181,871</b>	<b>(6,041)</b>	<b>201</b>	<b>103.32%</b>
<b>290 - Student Body Funds</b>					
1000 - Instruction	285,000	-	-	285,000	0.00%
2000 - Support Services	1,250	-	-	1,250	0.00%
7000 - Unappropriated Ending Fund Balance	229,231	-	-	229,231	0.00%
<b>Totals</b>	<b>515,481</b>	<b>-</b>	<b>-</b>	<b>515,481</b>	<b>0.00%</b>

DESCRIPTION	Budget	Year to Date	Encumbrances	Balance	% Budget Expended
<b>292 - Textbook Replacement Fund</b>					
1000 - Instruction	755,000	525,712	21,295	207,993	69.63%
2000 - Support Services	-	6,386	-	(6,386)	0.00%
7000 - Unappropriated Ending Fund Balance	380,880	-	-	380,880	0.00%
<b>Totals</b>	<b>1,135,880</b>	<b>532,098</b>	<b>21,295</b>	<b>582,487</b>	<b>46.84%</b>
<b>295 - Bus Replacement Fund</b>					
2000 - Support Services	591,718	446,634	-	145,084	75.48%
3000 - Enterprise & Community Services	163,568	81,380	-	82,188	49.75%
<b>Totals</b>	<b>755,286</b>	<b>528,014</b>	<b>-</b>	<b>227,272</b>	<b>69.91%</b>
<b>298 - Vehicle Replacement Fund</b>					
2000 - Support Services	56,100	43,585	-	12,515	77.69%
<b>Totals</b>	<b>56,100</b>	<b>43,585</b>	<b>-</b>	<b>12,515</b>	<b>77.69%</b>
<b>303 - OSBA PERS Bonds</b>					
5000 - Debt Service & Fund Transfers	1,837,230	226,115	-	1,611,115	12.31%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	0.00%
<b>Totals</b>	<b>1,837,230</b>	<b>226,115</b>	<b>-</b>	<b>1,611,115</b>	<b>12.31%</b>
<b>304 - Full Faith &amp; Credit Obligation</b>					
5000 - Debt Service & Fund Transfers	379,363	79,681	-	299,682	21.00%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	0.00%
<b>Totals</b>	<b>379,363</b>	<b>79,681</b>	<b>-</b>	<b>299,682</b>	<b>21.00%</b>
<b>401 - Capital Improvements</b>					
2000 - Support Services	91,000	-	-	91,000	0.00%
4000 - Capital Outlay	60,000	-	-	60,000	0.00%
<b>Totals</b>	<b>151,000</b>	<b>-</b>	<b>-</b>	<b>151,000</b>	<b>0.00%</b>
<b>Total All Funds</b>	<b>59,767,298</b>	<b>25,990,081</b>	<b>20,861,185</b>	<b>12,916,032</b>	<b>43.49%</b>

## NORTH WASCO COUNTY SCHOOL DISTRICT

FY 2023 Expenditure Status Report

For the month ending January 31st, 2023

Balance Sheet	General Fund	State Special Revenues	Nutrition Services	Technology Fund	Student Body Funds**	Replacement Funds	Debt Service Funds	Capital Projects	District Fund Totals	**Totals
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ASSETS:										
Cash & Investments	8,673,803	(681,111)	218,636	31,196	361,923	28,656	1,421,239	48,709	9,741,128	10,103,051
Accounts Receivable	748,388	382,099	1,221						1,131,708	1,131,708
Inventory/Prepaid expense	419,025	-	8,544						427,569	427,569
<b>Total Assets</b>	<b>9,841,216</b>	<b>(299,012)</b>	<b>228,401</b>	<b>31,196</b>	<b>361,923</b>	<b>28,656</b>	<b>1,421,239</b>	<b>48,709</b>	<b>11,300,405</b>	<b>11,662,328</b>

LIABILITIES:										
Accounts Payable	578	-	-	-		-			578	578
Payroll Liabilities	260,733	-	-						260,733	260,733
Deferred Revenue	416,123	-	9,610						425,733	425,733
<b>Total Liabilities</b>	<b>677,434</b>	<b>-</b>	<b>9,610</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>687,044</b>	<b>687,044</b>

FUND BALANCE:										
<b>Total Fund Balance</b>	<b>9,163,782</b>	<b>(299,012)</b>	<b>218,791</b>	<b>31,196</b>	<b>361,923</b>	<b>28,656</b>	<b>1,421,239</b>	<b>48,709</b>	<b>10,613,361</b>	<b>10,975,284</b>

Revenues & Expenditures: 2022-23 Year to Date										
Beginning Fund Balance	1,119,091	372,075	281,689	112,836	361,923	588,078	15,752	24,158	2,513,679	2,875,602
Year to Date Revenues	27,294,543	3,789,488	625,392	100,231	-	544,275	1,711,283	24,551	34,089,763	34,089,763
Year to Date Expenditures	19,249,852	4,460,575	688,290	181,871	-	1,103,697	305,796	-	25,990,081	25,990,081
Year to Date Net Income (Loss)	8,044,691	(671,087)	(62,898)	(81,640)	-	(559,422)	1,405,487	24,551	8,099,682	8,099,682
<b>Ending Fund Balance</b>	<b>9,163,782</b>	<b>(299,012)</b>	<b>218,791</b>	<b>31,196</b>	<b>361,923</b>	<b>28,656</b>	<b>1,421,239</b>	<b>48,709</b>	<b>10,613,361</b>	<b>10,975,284</b>

## NORTH WASCO COUNTY SCHOOL DISTRICT

FY 2023 Expenditure Status Report

For the month ending January 31st, 2023

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	\$ 1,119,091	\$37,557,419	\$27,294,543	72.67%	\$35,737,070	\$ 37,557,419	\$19,249,852	\$ 17,308,838	\$ 36,558,690	51.25%	\$ 8,044,691	\$ 297,471
210 - FEDERAL PROGRAMS	\$ 39,546	\$ 9,218,551	\$ 536,955	5.82%	\$ 3,133,010	\$ 9,218,551	\$ 1,836,002	\$ 1,222,503	\$ 3,130,872	19.92%	\$ (1,299,047)	\$ 41,684
220 - STATE GRANTS	\$ 74,106	\$ 5,253,539	\$ 2,975,201	56.63%	\$ 4,405,998	\$ 5,253,539	\$ 2,291,042	\$ 1,703,737	\$ 3,994,779	43.61%	\$ 684,159	\$ 485,325
230 - LOCAL GRANT PROGRAMS	\$ 121,143	\$ 730,586	\$ 36,859	5.05%	\$ 529,228	\$ 730,586	\$ 270,798	\$ 103,584	\$ 374,382	37.07%	\$ (233,939)	\$ 275,989
240 - VOCATIONAL EDUCATION FUND	\$ 45,905	\$ 46,009	\$ 472	1.03%	\$ 945	\$ 46,009	\$ 3,224	\$ 42,785	\$ 46,009	7.01%	\$ (2,752)	\$ 841
242 - ENTERPRISE ZONE PROJ FUND	\$ 91,375	\$ 442,000	\$ 240,000	54.30%	\$ 240,000	\$ 442,000	\$ 59,510	\$ 17,794	\$ 44,877	13.46%	\$ 180,490	\$ 286,498
250 - NUTRITION SERVICES	\$ 281,689	\$ 1,512,823	\$ 625,392	41.34%	\$ 1,498,379	\$ 1,512,823	\$ 688,290	\$ 446,690	\$ 1,193,781	45.50%	\$ (62,898)	\$ 586,287
285 - TECHNOLOGY & EQUIPMENT	\$ 112,836	\$ 176,031	\$ 100,231	56.94%	\$ 100,231	\$ 176,031	\$ 181,871	\$ (6,041)	\$ 175,830	103.32%	\$ (81,640)	\$ 37,237
290 - STUDENT BODY ACCOUNT	\$ 361,923	\$ 515,481	\$ -	0.00%	\$ 229,647	\$ 515,481	\$ -	\$ -	\$ 215,733	0.00%	\$ -	\$ 375,837
292 - TEXTBOOK REPLACEMENT FUND	\$ 433,559	\$ 1,135,880	\$ 383,651	33.78%	\$ 386,801	\$ 1,135,880	\$ 532,097	\$ 21,295	\$ 553,392	46.84%	\$ (148,446)	\$ 266,968
295 - BUS REPLACEMENT	\$ 89,120	\$ 755,286	\$ 158,158	20.94%	\$ 521,130	\$ 755,286	\$ 528,014	\$ -	\$ 610,202	69.91%	\$ (369,856)	\$ 48
298 - VEHICLE REPLACEMENT	\$ 65,399	\$ 56,100	\$ 2,466	4.40%	\$ 3,000	\$ 56,100	\$ 43,585	\$ -	\$ 43,585	77.69%	\$ (41,119)	\$ 24,814
303 - OSBA PERS BONDS	\$ 98	\$ 1,837,230	\$ 1,331,920	72.50%	\$ 1,837,130	\$ 1,837,230	\$ 226,115	\$ -	\$ 1,837,230	12.31%	\$ 1,105,805	\$ (2)
304 - FULL FAITH & CREDIT OBLIG	\$ 15,654	\$ 379,363	\$ 379,363	100.00%	\$ 379,363	\$ 379,363	\$ 79,681	\$ -	\$ 379,363	21.00%	\$ 299,682	\$ 15,654
401 - CAPITAL PROJECTS	\$ 24,158	\$ 151,000	\$ 24,551	0.00%	\$ 30,421	\$ 151,000	\$ -	\$ -	\$ -	0.00%	\$ 24,551	\$ 54,579
<b>Total All Funds</b>	<b>\$2,875,602</b>	<b>\$59,767,298</b>	<b>\$34,089,762</b>	<b>57.04%</b>	<b>\$49,032,353</b>	<b>\$ 59,767,298</b>	<b>\$25,990,081</b>	<b>\$ 20,861,185</b>	<b>\$ 49,158,725</b>	<b>43.49%</b>	<b>\$ 8,099,681</b>	<b>\$ 2,749,230</b>

**NORTH WASCO COUNTY SCHOOL DISTRICT**

**Federal Relief Funds**

For the month ending January 31st, 2023

<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 Expended</b>	<b>FY 2023 Budgeted</b>	<b>FY 2023 Expended and Encumbered</b>	<b>FY 2024 Budgeted</b>	<b>Total</b>	<b>FY 2024 - 2025 Balance</b>
ESSER 2 District	\$2,791,630.40						\$0.00	\$2,791,630
Staffing			\$396,145		\$71,721		\$467,866.00	(\$467,866)
APU /Fans		\$208,570.10	\$102,943				\$311,513.10	(\$311,513)
Communications to Family/Parents		\$3,487.50					\$3,487.50	(\$3,488)
PPE - Dividers, masks, ect		\$9,638.35	\$53,743				\$63,381.35	(\$63,381)
*Student Technology (Chromebook, Acellus, ect)		\$289,619.53	\$952,372		\$289,302		\$1,531,293.53	(\$1,531,294)
Band Supply Students			\$62,481		\$0		\$62,481.00	(\$62,481)
Portables, Miscellaneous COVID Items		\$21,934.00	\$121,124		\$29,100		\$172,158.00	(\$172,158)
Professional Development							\$0.00	\$0
Food Service/Cafeteria Items			\$51,225				\$51,225.00	(\$51,225)
Expanded Health Services			\$37,800				\$37,800.00	(\$37,800)
Transportation Program			\$8,436				\$8,436.00	(\$8,436)
Indirects		\$15,090.96	\$51,625		\$9,459		\$76,174.96	(\$76,175)
ESSER 2 Mosier	\$196,432.87		\$68,374				\$68,374.00	\$128,059
ESSER 2 Riverbend							\$0.00	\$0
ESSER 2 JDEP Funds	\$40,000.00		\$6,110		\$67		\$6,177.00	\$33,823
<b>Totals</b>	<b>\$3,028,063.27</b>	<b>\$548,340.44</b>	<b>\$1,912,378</b>	<b>\$0</b>	<b>\$399,649</b>	<b>\$0</b>	<b>\$2,860,367</b>	<b>\$167,695</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 Expended</b>	<b>FY 2023 Budgeted</b>	<b>FY 2023 Expended and Encumbered</b>	<b>FY 2024 Budgeted</b>	<b>Total</b>	<b>FY 2024 - 2025 Balance</b>
ESSER 3 District	\$6,274,002.61						\$0	\$6,274,003
Staffing					\$289,050		\$289,050	(\$289,050)
Technology/Distance Learning					\$144,043		\$144,043	(\$144,043)
Unfinished Learning							\$0	\$0
Summer Programs		\$23,127.16	\$140,983		\$141,485		\$305,595	(\$305,595)
Summer Program - Refridgerated Van			\$11,531				\$11,531	(\$11,531)
TDHS Pavilion/Maintenance			\$109,905		\$153,086		\$262,991	(\$262,991)
Supplies/Maintenance					\$16,482		\$16,482	(\$16,482)
Health Services					\$23,912		\$23,912	(\$23,912)
Indirects			\$7,295		\$12,377		\$19,672	(\$19,672)
ESSER 3 Mosier	\$441,469.73				\$68,045		\$68,045	\$373,425
ESSER 3 Riverbend							\$0	\$0
<b>Totals</b>	<b>\$6,715,472</b>	<b>\$23,127</b>	<b>\$269,714</b>	<b>\$0</b>	<b>\$848,480</b>	<b>\$0</b>	<b>\$1,141,321</b>	<b>\$5,574,152</b>

<b>Totals</b>	<b>\$10,670,550.84</b>	<b>\$1,498,483.01</b>	<b>\$2,182,092</b>	<b>\$0</b>	<b>\$1,248,129</b>	<b>\$0</b>	<b>\$4,928,704</b>	<b>\$5,240,363</b>
	Total Grant Budget	FY 2021 Expenditures	FY 22 Expenditures	FY 2023 Budget	FY 2023 Expended and Encumbered	FY 2024 Budget	Total Expended	Balance of District Funds

Mosier Funds    \$501,484



# North Wasco County School District

## School Year 2022 – 2023, February Enrollment Summary

School Year 2022 – 2023	Chenowith	Col. Wright	Dry Hollow	Mosier	TDMS	TDHS	Innovative Academy	MAP Virtual	Total
September 15 <sup>th</sup>	382	291	422	172	555	822	124	83	<b>2,851</b>
October 4 <sup>th</sup>	385	292	424	173	558	814	118	85	<b>2,849</b>
November 1 <sup>st</sup>	383	288	423	174	552	798	103	101	<b>2,822</b>
December 1 <sup>st</sup>	378	285	421	169	550	797	96	90	<b>2,786</b>
January 3 <sup>rd</sup>	381	281	415	167	541	795	94	93	<b>2,767</b>
February 1 <sup>st</sup>	388	283	414	166	544	780	90	89	<b>2,754</b>
March									
April									
May									
June									

<b>Average</b>	<b>383</b>	<b>287</b>	<b>420</b>	<b>170</b>	<b>550</b>	<b>801</b>	<b>104</b>	<b>90</b>	<b>2,805</b>
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<b>Peak</b>	<b>385</b>	<b>292</b>	<b>424</b>	<b>174</b>	<b>558</b>	<b>822</b>	<b>33</b>	<b>195</b>	<b>2,851</b>
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<b>Average 2021 - 2022</b>	<b>348</b>	<b>263</b>	<b>437</b>	<b>175</b>	<b>594</b>	<b>754</b>	<b>26</b>	<b>156</b>	<b>2,752</b>
Avg Change 2023-2022	35	23	(17)	(5)	(44)	47	78	(66)	53
<b>Peak 2021-2022</b>	<b>364</b>	<b>267</b>	<b>444</b>	<b>177</b>	<b>614</b>	<b>801</b>	<b>33</b>	<b>92</b>	<b>2,814</b>
Peak Change 2023-2022	24	25	(20)	(3)	(56)	21	0	0	37

Change June 2022 to Current	24	20	(14)	(9)	(38)	82	70	(90)	45
Change Jan to Current	7	2	(1)	(1)	3	(15)	(4)	(4)	(13)

\*Innovations Academy includes former Riverbend Charter School and the adult learning center.

\*MAP includes all virtual students. Last year, this was reported K – 8 Virtual and 9 – 12 Virtual.

Enrollment Summary by Building and Grade as of 2/1/2023														
School	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
Chenoweth Elementary	67	73	76	60	55	57	0	0	0	0	0	0	0	388
Colonel Wright Elementary	49	45	53	52	39	45	0	0	0	0	0	0	0	283
Dry Hollow Elementary	67	75	75	63	69	65	0	0	0	0	0	0	0	414
Mosier Community School	17	21	14	20	17	17	17	17	26	0	0	0	0	166
The Dalles High School	0	0	0	0	0	0	0	0	0	246	178	184	172	780
The Dalles Middle School	0	0	0	0	0	0	172	184	188	0	0	0	0	544
Innovations Academy	0	0	0	0	0	1	12	7	11	9	18	19	13	90
MAP Virtual (Innovations)	0	1	4	1	3	4	4	6	9	10	11	21	15	89
<b>Totals</b>	<b>200</b>	<b>215</b>	<b>222</b>	<b>196</b>	<b>183</b>	<b>189</b>	<b>205</b>	<b>214</b>	<b>234</b>	<b>265</b>	<b>207</b>	<b>224</b>	<b>200</b>	<b>2,754</b>
June 2022 Totals	215	221	194	188	192	205	214	232	243	201	239	192	173	2,709
Difference Now – June 2022	(15)	(6)	28	8	(9)	(16)	(9)	(18)	(9)	64	(32)	32	27	45
Previous Month (Oct 2022)	203	210	219	190	187	191	210	208	233	270	209	232	206	2,768
<b>Difference</b>	<b>(3)</b>	<b>5</b>	<b>3</b>	<b>6</b>	<b>(4)</b>	<b>(2)</b>	<b>(5)</b>	<b>6</b>	<b>1</b>	<b>(5)</b>	<b>(2)</b>	<b>(8)</b>	<b>(6)</b>	<b>(14)</b>

\*Note: The budgeted ADMr is at 2,850, with additional weights of 709.69, which includes Mosier Community School, for a total ADMw of 3,559.69.

**RESOLUTION APPROVING:**  
**COLUMBIA GORGE EDUCATION SERVICE DISTRICT**  
**LOCAL SERVICE PLAN FOR 2023-2024**

**Resolution # \_\_\_\_\_**

**Whereas**, Columbia Gorge Education Service District must develop and adopt a Local Service Plan (LSP) as defined in OAR 581-024-0205 pursuant to ORS 334.175; and

**Whereas**, the Local service plan defines the core and other services to be provided by an ESD; and

**Whereas**, following adoption by the Education Service District board, the LSP must be approved by component school districts by resolution on or before March 1 pursuant to ORS 334.175 (5)(b); therefore

**Be it resolved**, that the Board of Directors of the North Wasco County School District #21, Wasco County, Oregon, approves the Columbia Gorge ESD Local Service Plan for 2023-2024 as adopted by the ESD Board of Directors on January 18, 2023.

Approval of the Local Service Plan for 2023-2024 authorizes Columbia Gorge ESD to provide services in the general areas listed herein and confirms the ESD Board authority to utilize local property tax monies, state school funds, and other revenues for the purposes stated in the LSP.

If and/or when funding limitations reduce the ESD's ability to offer these services, the ESD superintendent is authorized to approve modifications to our service priorities and to approve expenditure reductions. If additional funding becomes available, the ESD superintendent is authorized to approve the use of those funds to implement services that have been approved in the Local Service Plan.

**Menu Resolution Services** – (Funded with local property tax monies and ESD state school funds received by the ESD)

- Business Services
- Desktop Support and System Administration
- Early Intervention/Early Childhood Special Education Assessment
- Education and Innovation Services
- Evaluation Specialist/School Psychology Services
- Home School Registration & Student Attendance
- Internet Connectivity and Network Administration
- Native American Services
- Occupational Therapy/Physical Therapy Services
- Regional Grant and Initiative Coordination
- Regional Media Services
- Speech-Language Therapy Services
- Technology Direction and Related Technology Services

**Major Grants** – (Provided to component school districts using funds from state, federal and other grants to the ESD). Including, but not limited to:

- 21<sup>st</sup> Century Community Learning Centers
- Academic Achievement and Disparities Support
- Columbia Regional Educator Network
- Early Learning Hub and Parenting Education Hub Coordination
- Emergency Operations Planning
- Equity, Diversity, and Inclusion Support
- Integrated Guidance Technical Assistance
- Little Hoppers (Preschool Promise)
- McKinney-Vento
- Migrant Education Services
- School Safety and Prevention
- Preschool Promise-Sunshine Kids Bilingue
- Special Education Technical Assistance
- STEM Hub Coordination
- Student Health Services
- Sunshine Kids Preschool

**Contract and Entrepreneurial Services** – (Purchased by component school districts, or other school districts, agencies, etc., with non-resolution dollars)

- Business Services
- Desktop Support and System Administration
- Internet Connectivity and Network Administration
- Native American Services
- Regional Grant and Initiative Coordination
- Speech-Language Therapy Services
- Student Health Services
- Preschool
- Technology Direction and Related Technology Services
- Other Services as Requested

**School District:** #21      **Name:** North Wasco County School District      **County:** Wasco

Date: \_\_\_\_\_ Chairperson: \_\_\_\_\_

Date: \_\_\_\_\_ Clerk: \_\_\_\_\_

**Note:** The school board must take action before March 1, 2023, in accordance with ORS 334.175.



# **Columbia Gorge**

## **Education Service District**

### **2023-2024 Local Service Plan**

Adopted By the CGESD Board on January 18, 2023

## Executive Summary

Dear Superintendents and Board Members:

Columbia Gorge ESD is proud to present the 2023-2024 Local Service Plan (LSP). The LSP is a product of our ongoing collaboration with school districts to deliver services that are responsive to districts' individual and collective needs. We strive to provide flexibility in choices, while maintaining service quality, stability, and leveraging regional advantages in cost effectiveness and increased opportunities for children, students, and families in the communities we serve. The 2023-2024 LSP includes the CGESD Integrated Guidance Funding allocations.

Columbia Gorge ESD utilizes General Funds to provide services required by the LSP process for the Hood River County, North Wasco County, Dufur, and South Wasco County School Districts. Columbia Gorge ESD works to meet the challenge of its mission by providing quality services to its constituent districts. Serving about 9,301.81 weighted average daily membership, the ESD provides four resolution services per ORS 334.175(2): Special Education, Technology, Administrative and Support, and School Improvement services, as well as additional services in areas that align with its mission.

This 2023-2024 LSP represents the continued commitment of our organization to provide quality and responsive services aligned with Oregon's initiatives. On behalf of the CGESD board and administrative leadership, I would like to recognize that our success is due to the work of our staff in cooperation with our component districts. It is through staff's service, responsiveness, and expertise – with a focus on customer support and satisfaction – that we have established and continuously built our value on doing what is best for children, families, and our communities.

Patricia Sublette, Superintendent

## **ORS 334 – Local Service Plan Requirements**

**ORS 334.005 specifies that the mission of education service districts is to assist school districts and the Department of Education in achieving Oregon’s educational goals by providing equitable, high quality, cost-effective and locally responsive educational services at a regional level.**

**The CGESD local service plan must include the following services as defined in ORS 334.175:**

- Administrative and support services for component school districts, including but not limited to services designed to consolidate component school district business functions, liaison services between the Department of Education and component school districts and registration of children being taught by private teachers, parents, or legal guardians.
- Programs for children with special needs, including but not limited to special education services and services for at-risk students.
- School improvement services for component school districts, including, but not limited to services designed to support component school districts in meeting the requirements of state and federal law; services designed to allow the education service district to participate in and facilitate a review of the state and federal standards related to the provision of a quality education by component school districts; services designed to support and facilitate continuous school improvement planning; services designed to address school-wide behavior and climate issues; and services designed to support career and technical education.
- Technology support for component school districts and the individual technology plans of those districts, including but not limited to technology infrastructure services, data services, instructional technology services and distance learning.

**The goals of these services are to:**

- Assist component school districts in meeting the requirements of state and federal law;
- Improve student learning;
- Enhance the quality of instruction provided to students;
- Enable component school districts and the students who attend schools in those districts to have equitable access to resources; and
- Maximize operational and fiscal efficiencies for component school districts.

## Local Service Plan Approval Process

The Local Service Plan must be approved by the school boards representing two-thirds of the component districts with greater than 50 percent of the students voting in favor of the plan. Local Service Plan Amendment Process The Local Service Plan may be amended at any time by the CGESD board if component districts approve an amendment pursuant to the same criteria used to approve the original plan.

### Timeline for Local Service Plan Development and Approval

Starting in October-December	Review current Local Service Plan model and any suggested modifications based on input from component school district directors, business officials, and superintendents.
December	Local Service Plan submitted to component school district superintendents.
January	Local Service Plan submitted to CGESD Board for approval.
January	Local Service Plan submitted to component school district boards for approval.
January-February	Component school district boards take formal action on Local Service Plan and submit resolutions to CGESD.
By March 1st	Approval cycle completed.

## 2023-2024 Local Service Plan Resolution Services

COMPONENT DISTRICTS	2023-2024 ADMw*	2023-2024 ESD State School Funds	Date of Plan Approval
Hood River County School District	4,859.17	\$2,058,931	
North Wasco County School District	3,559.69	\$1,508,315	
Dufur School District	490.90	\$208,005	
South Wasco County School District	392.05	\$166,120	
<b>TOTAL ADMw:</b>	<b>9,301.81</b>	<b>\$3,941,370</b>	

ADMw and State School Fund estimate from ODE as of 11/23/2022

### STATE LOCAL SERVICE PLAN GOALS: ORS 334.175 (1)

- 1) Assist component school districts in meeting the requirements of state and federal law;
- 2) Improve student learning;
- 3) Enhance the quality of instruction provided to students;
- 4) Enable component school districts and the students who attend schools in those districts to have equitable access to resources; and
- 5) Maximize operational and fiscal efficiencies for component school districts.

**PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS SERVICES: ORS 334.175 (2)(a)**

Service	State Goal Addressed (Numbers 1 – 5 above)	Projected Funding & Source		Brief Description of Service
		ESD State School Funds	Contract or Grant	
Early Intervention (EI) /Early Childhood Special Education (ECSE) Assessment	1,2,3,4,5	North Wasco Dufur South Wasco	No	Identification of children eligible for early intervention/early childhood special education is the responsibility of the local districts. ESD staff provide the child find activities (including screening and evaluation of children from birth to age five) for all the districts in Wasco County. This is a 12-month assessment program for children ages 0-3. Children ages 3-5 follow the school calendar. .
Speech-Language Therapy Services	1,2,3,4,5	South Wasco	South Wasco	Provides personnel for speech-language pathology services to designated students.
Evaluation Specialist/School Psychological Services	1,2,3,4,5	North Wasco Dufur South Wasco	No	Provides qualified, licensed staff to serve districts with initial and re-evaluations, written reports, input into special education eligibility, behavior interventions/consultations and risk/threat assessments. These services are available to children from birth to 21.
Occupational Therapy/ Physical Therapy Services	1,2,3,4,5	South Wasco	No	Provides qualified, licensed staff to work with students in developing, implementing, coordinating, and documenting physical and occupational therapy services including screening, evaluation, identification, intervention, and progress monitoring, and reporting.

**TECHNOLOGY SERVICES: ORS 334.175 (2)(b)**

Service	State Goal Addressed (Numbers 1 – 5 above)	Projected Funding & Source		Brief Description of Service
		ESD State School Funds	Contract or Grant	
Desktop Support	1,2,3,4,5	North Wasco Hood River	Potential	Provides highly qualified computer technicians to provide direct assistance with hardware and software troubleshooting, maintenance and upgrading of technology equipment, and management of computer workstations, laptops, Chromebooks, Chromeboxes, networked and local printers, phone, and technology related equipment including mobile devices.
System Administration	1,2,3,4,5	North Wasco Dufur South Wasco	Potential	<p>Provides Administrators to support servers and the following:</p> <ul style="list-style-type: none"> <li>● Configuration and maintenance of: Active directory, DHCP, DNS, file servers, print servers, Endpoint Manager phone, and imaging servers</li> <li>● External DNS Services</li> <li>● Hosts/manages web-based work order management system</li> <li>● Development and implementation of regional hardware and software standards</li> <li>● CIPA-compliant content filtering (browser traffic) and reporting</li> <li>● Microsoft and Google Administration configuration and management</li> <li>● Spam/Virus filtering of e-mail</li> <li>● Premise wiring design, identification, and testing (as relates to server infrastructure)</li> <li>● Virus protection standardization and virus definition maintenance</li> <li>● Server installation and support</li> <li>● Security camera systems configuration and support</li> <li>● Plan and implement server upgrades, maintenance fixes, and vendor-supplied patches within change control guidelines, including the design and review of new server systems, applications, and hardware.</li> </ul>

<p>Internet Connectivity and Network Administration</p>	<p>1,2,3,4,5</p>	<p>North Wasco Dufur South Wasco</p>	<p>Columbia Gorge Community College</p>	<p>The Nine Net Agreement provides internet connectivity, and network administration staff to the districts in Wasco County, Columbia Gorge Community College, and Columbia Gorge ESD. All connectivity expenses to each district’s drop point are covered by this resolution service based upon usage from the prior school year. Circuit costs include Ethernet and fiber connections. Service costs include 5000 Mbps (5Gb) Internet connectivity via the Cascade Technology Alliance in Portland as well as bridging services for videoconferencing.</p> <p>Network administration costs include:</p> <ul style="list-style-type: none"> <li>● ISP Service and Support</li> <li>● Router, wireless, and switch configuration, support, and maintenance</li> <li>● Network connectivity between districts and to/from the Internet</li> <li>● WAN and LAN bandwidth analysis/tracking and prioritization</li> <li>● Phone routing</li> <li>● Firewall Services</li> <li>● SNMP monitoring and management</li> </ul>
<p>Related Technology Services</p>	<p>1,2,3,4,5</p>	<p>Hood River</p>	<p>Potential</p>	<p>Provides for or assists districts in the utilization and coordination of instructional assessment and information systems, including systems which track student and school performance</p>

Technology Direction	1,2,3,4,5	North Wasco	North Central ESD Consultation	<p>Provides a technology director to make decisions regarding the purchase and management of equipment, creation of new systems, and to lead/direct the technology department workforce.</p> <p>Specific services include:</p> <ul style="list-style-type: none"> <li>● Direct the operations of the Department of Technology Services within collective bargaining contracts, board policies, and administrative rules.</li> <li>● Submit budget information to the Superintendent to assure efficient and effective operation of the department within the established budget.</li> <li>● Supervise, evaluate, and make recommendations to the Superintendent regarding selection, assignment and other personnel matters related to Technology staff.</li> <li>● Provide Superintendent and Board with information related to technology changes and advancements.</li> <li>● Provide leadership in technology areas such as: evaluation of new advances in technology, development of new/improved programs and services, strategic planning, writing policies related to technology, marketing, cooperative ventures, and application development.</li> <li>● Research solutions to technology problems including new hardware and software technology to support educational mission, update and maintain IT infrastructure.</li> <li>● Define and implement strategies for integrating disparate operating environments.</li> <li>● Develop strategies for application implementations; design the infrastructure required to support those strategies.</li> <li>● Conduct capacity planning.</li> </ul>
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**PROFESSIONAL LEARNING: ORS 334.175 (2)(c)(A-E)**

Service	State Goal Addressed (Numbers 1 – 5 above)	Projected Funding & Source		Brief Description of Service
		ESD State School Funds	Contract or Grant	
Regional Media Services	1,2,3,4,5	North Wasco Dufur South Wasco Hood River	No	Subscriptions to the Organization for Educational Technology and Curriculum, and the Career Information System are purchased to allow teachers and students access to services.
Native American Services	1,2,3,4,5	North Wasco Dufur South Wasco Hood River	North Wasco	Administration of the Title VI Program funds for Hood River and Wasco Counties that focus on raising academic standards for Native American students. Supplemental services include homework and tutorial assistance, culturally and linguistically appropriate activities and events, college visitations/career focus, and provides supplies and materials through a home school liaison.
Education and Innovation Services	1,2,3,4,5	North Wasco Dufur South Wasco Hood River	No	Provides services to support component districts in the implementation of state and federal standards related to the provision of a quality education; assist districts in the development of research based curriculum and assessment resources that are aligned to Common Core State Standards; provide technical assistance to improve instruction and guide Multi-tiered Systems of Support efforts to improve achievement; provides TOSA (Teacher on Special Assignment) to Wasco County schools to coordinate the mentoring program and provide mentoring to teachers and administrators new to the profession, provides support for administration of Federal Programs. Provide technical assistance to small districts with data collection, analysis, application completion and reporting for specific grants through ODE.

Regional Grant and Initiative Coordination	1,2,3,4,5	North Wasco Dufur South Wasco Hood River	Potential	Provides planning, grant-writing, completion of applications, and infrastructure to develop a coordinated, regional approach for access to state and private funds to enhance participation in regional initiatives.
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**ADMINISTRATIVE SERVICES: ORS 334.125 (9)(a); ORS 334.175 (2)(d)**

Service	State Goal Addressed (Numbers 1 – 5 above)	Projected Funding & Source		Brief Description of Service
		ESD State School Funds	Contract or Grant	
Business Services	1,2,3,4,5	Hood River	No	Provides for, or assists, school district staff in all areas of fiscal services and financial management.
			Yes	Comprehensive E-Rate management services: procurement, contracts, form processing, USAC invoicing, auditing, appeals, post-commitment changes, etc.
			Yes	Selective financial services. Include, but not limited to: Accounts Payable, Accounts Receivable, Payroll, Grant Management, Medicaid billing. Available services will be developed and negotiated on a per district basis.

Home School and Attendance (ORS 339.035; OAR 581-024-0255)	1,2,5	North Wasco Dufur South Wasco Hood River	No	As required by state statute, CGESD manages the registration of Wasco and Hood River County home school students, including requesting, receiving, and checking test scores, analyzing test scores, and in the case of declining test scores, conferring with the parent and district about whether to direct the student's return to public school. Lists of homeschooled students are provided to their home school district.
		Dufur South Wasco	No	CGESD provides an attendance officer to component districts under 1,000 ADM. When requested by the district, the attendance officer will contact parents and direct that the student maintain regular attendance as defined in statute. Districts with ADM above 1,000 may contract for additional attendance support services.

**2023-2024 Integrated Guidance Technical Assistance**

Student Behavioral/Mental Health/Physical Health and Safety	1,2,3,4,5	No	Yes (SIA Funds blended with grants and contracts)	Columbia Gorge ESD will provide technical support for districts across the region in the implementation of policies, systems, programs, and services (e.g., nursing and behavior systems support) that promote student social emotional wellbeing, behavior, mental health, and physical safety.
Integrated Guidance Technical Assistance	1,2,3,4,5	No	Yes	Provides liaison services between Oregon Department of Education and Districts for the purposes of implementing, and facilitating the districts identified Integrated Guidance and initiatives. Also serves as Regional Advisor and liaison between Oregon Department of Education and Districts to support districts with COVID related strategies, plans and supports.

Academic Achievement and Disparities	1,2,3,4,5	No	Yes (Integrated Guidance Funding)	Columbia Gorge ESD will provide technical and regional support for districts in their implementation of rigorous, culturally relevant instruction with a focus on reducing disparities for historically underserved students and families through a focus on (tools and/or personnel) for data collection and analysis that builds capacity of schools and districts to monitor their strategies.
Equity, Diversity, and Inclusion	1,2,3,4,5	No	Yes (Integrated Guidance and Regional Educator Network Funding)	Columbia Gorge ESD will provide technical support and increase networked support for districts in their efforts to dismantle inequities in policies, systems, programs, and services, as well as a commitment to improving access and opportunities for students who have been historically underserved in the education system. Columbia Gorge ESD will provide increased regional staff and/or contracting for key areas of support identified in partner district SIA plans, through coaching and technical assistance provided by Cross-Functional Equity and Improvement Team. Priority 1

## Regional Initiatives

<p>Early Learning Hub and Parenting Education Hub Coordination</p>	<p>1,2,3,4</p>	<p>No</p>	<p>Yes</p>	<p>CGESD provides the coordination and operational support for the Four Rivers Early Learning and Parenting Education Hubs. The Director is responsible for providing leadership with the Hub Team and across the Hub’s five counties working with the legislatively mandated governance board, service providers, and partners including: health; early education and pre-kindergarten; K-12 education; social/human services; community; business; and parent representatives. The hubs work to support the normalization of parent education, foster stable and attached families where children thrive, and the coordination of services across the region. The hub is also participating in Preschool Promise as a portal for recruitment and increasing access to publicly funded preschool through the coordination of enrollment efforts.</p>
<p>STEM Hub Coordination</p>	<p>1,2,3,4,5</p>	<p>No</p>	<p>Yes</p>	<p>The Columbia Gorge STEM Hub includes Hood River, Wasco, Sherman, Wheeler, and Gilliam counties. The Hub is funded by ODE STEM network and innovation funds, foundation grants, and corporate donations; it operates through collective impact. Working with many partners, with school districts being among the most crucial collaborators, the Columbia Gorge STEM Hub strives to ensure that all Gorge youth are STEM Literate and Future Ready Learners. A three-pronged approach includes empowering educators, informing the community, and engaging career partners.</p>
<p>Columbia Regional Educator Network</p>	<p>1,2,3,4,5</p>	<p>No</p>	<p>Yes</p>	<p>The Columbia Regional Educator Network is provided through a contract with ODE and provides facilitation of a professional learning network across a five-county region that centers educator voice and need.</p>

Emergency Operations Planning	1,2,3,4,5	No	Yes	This grant through ODE offers an opportunity for districts across a six-county region to access a regional trainer to strengthen systems of support and increase student safety.
Student Health Services	1,2,3,4,5	No	Yes Hood River County School District North Central ESD	Columbia Gorge ESD will provide nursing services to Hood River County School District through a contract. Both contracts and grants through ODE, OHA, and Google support nursing services, school-based health center services, telehealth, and mental health services in all districts.
21st Century	1,2,3,4,5	No	Yes	This grant through ODE allows CGESD to provide opportunities for Dufur and North Wasco County School Districts to establish after school activities at school sites. These sites provide services focused on helping children in low-income schools succeed academically through the application of evidence-based practice and extended learning opportunities.
McKinney-Vento	1,2,3,4	No	Yes	This grant provides resources to the Wasco County districts to help support homeless students that qualify under the McKinney-Vento Act. Assistance with coordination of resources and support for families. The grant also supports training for district and school liaisons.

Migrant Education Services	1,2,3,4,5	No	<p>Yes Regular Year</p> <p>Summer School</p> <p>Preschool</p>	<p>The Migrant Education Program (MEP) serves migrant children in Wasco, Gilliam and Sherman Counties using Title 1C federal funds. MEP staff provides assistance to children and families through afterschool programs, individual/small group academic supports, partnering with school districts, and linking children with specialized educational opportunities and programs. MEP programs include regular school year, summer school, preschool specific support, and a focus on parent engagement in all three areas. Preschool also conducts home visits, provides strategies to support students at home, play and learn groups, and connects families to resources. There is also a graduation specialist and collaboration with Juntos program provides academic, career, post high school opportunities and admissions to college/grants support. MEP collaborates with local and national organizations and agencies to promote the success of migrant students and families. In preparation for summer school every year, the Migrant Education Program is an active member of the R.A.M.A.S. (Resources Available for Migrant Access to Services) group. This group is made up of local service agencies that provide medical, dental, education, food, and employment. This group also includes local cherry growers whose information on dates of harvest is vital.</p>
School Safety and Prevention	1,2,3,4,5	No	Yes (State of Oregon through ODE)	<p>The School Safety and Prevention Specialist will assist districts with the implementation of effective programs to aide in preventing suicide and acts of harassment, intimidation or bullying and acts of cyberbullying and to establish supports that are accessible to historically, traditionally, and currently underserved and marginalized students and youth.</p>

Sunshine Kids Preschool	2,3,4	No	Yes, Blended Funding	Provides a full inclusion preschool option for parents and their children in Wasco County that utilizes evidence-based methods for student learning to instruct children on the skills and abilities they need for success in kindergarten. Coordinates and collaborates with other early learning programs to provide appropriate educational services. Provides parent education to help parents understand the needs of their children in order to be ready for kindergarten.
Preschool Promise- Sunshine Kids Bilingue			Yes	This inclusive full day, dual language immersion program is funded through a partnership with Columbia Gorge ESD and North Wasco County School District and Preschool Promise grant funding. It provides a full inclusion developmentally appropriate preschool classroom and to promote kindergarteners who are ready to learn in a k-12 atmosphere with excellent alignment between the preschool and k-3 classrooms.
Little Hoppers ( Preschool Promise)			North Wasco Dufur	Provides an inclusive full day- multilingual preschool program designed to support children in Dufur and North Wasco County School Districts.
Special Education Technical Assistance	1,2,3,4,5		Yes	Provide technical assistance for Special Education (K-12) with a focus on professional development through funding allocated through the Oregon Department of Education. The details of this program are in the development process. This service does not focus on compliance.



**North Wasco County School District #21**  
School District Board of Directors  
**Board Motion for Action Item**

**BOARD ACTION**

Date 2/10/2023

Action Requested Motion to Surplus Vocational Education Property

**DISCUSSION**

The Dalles High School has a vocational education property that previously was used to build construction projects with students and then sell the builds. However, that program has not used this property for several years. The sale of this surplus property will be deposited into the vocational education fund for TDHS and used to continue to support major purchases for the program. This property is tax lot #17416 and is 0.10 acres.

**ACTION**

I move to surplus the Heritage Loop property of 0.10 acres.

*Questions about this request should be directed to Kara Flath, CFO, at 541-506-3424 or [flathk@nwasco.k12.or.us](mailto: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:** February 23<sup>rd</sup>, 2023

**Action Requested:** Approve Resident Release & Nonresident Attendance Slot Requests for the 2023-2024 school year.

**DISCUSSION**

NWCSD School Board Policy JECB (Admission of Nonresident Students) requires the Board to determine ‘district transfers’, to and from the district for the following school year, annually by March 1<sup>st</sup>.

If the School Board decides to open slots for transfer requests, the District is required to provide written notification to families by May 1<sup>st</sup>.

**ACTION**

**Motion to grant consent for up to 30 nonresidents students to attend school in the North Wasco County School District starting the 2023-2024 school year.**

**Motion to grant consent for up to 30 resident students to be released to attend another school district in Oregon starting the 2023-2024 school year, with the understanding that all consent is subject to district policy and administrative rule.**

*Questions about this request should be directed to Dr. Carolyn Bernal at 541-506-3420.*

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

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## North Wasco County School District 21

Code: JHCCF  
Adopted: 6/09/04  
Revised/Readopted: 10/09/08; 3/02/17; 4/28/22

### **Pediculosis (Head Lice)**

The Board recognizes that district programs should be conducted in a manner that protects and enhances student and employee health and is consistent with recognized health practices. Consequently, in order to prevent the spread of pediculosis (head lice) in the school setting, district staff shall institute guidelines for classrooms that will assist in the prevention and spread of head lice. Students with suspected cases of lice shall be referred to the school nurse, building administrator or designated personnel for assessment. Students found with live lice ~~or nits~~ will be excluded from school attendance. The district recognizes that the Oregon Department of Human Services, Health Services, no longer requires excluding for the presence of nits (lice eggs) and allows discretion to districts to exclude. Students excluded from school will be readmitted after assessment by designated personnel to confirm no lice are present.

Successful treatment of head lice requires a coordinated approach and may involve the use of antilouse products, combing and implementation of preventative measures recommended by health authorities. The district will provide parents of students found to have contracted head lice with treatment information.

The superintendent will develop administrative regulations, as necessary, to implement this policy.

END OF POLICY

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

[ORS 433.255](#)  
[ORS 433.260](#)

[OAR 333-019-0010](#)  
[OAR 437-002-0360](#)

[OAR 581-022-2220](#)

Code: **JHCD/JHCDA**  
Adopted: 1/30/18

## Medications\*\*

The district recognizes that administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes a need to ensure the health and well-being of a student who requires regular doses or injections of a medication as a result of experiencing a life-threatening allergic reaction or adrenal crisis<sup>1</sup>, or a need to manage hypoglycemia, asthma or diabetes. Accordingly, the district may administer or a student may be permitted to administer to themselves prescription (injectable and noninjectable) and/or nonprescription (noninjectable) medication at school.

The district shall designate personnel authorized to administer medications to students. **Annual** training shall be provided to designated personnel as required by law in accordance with guidelines approved by the Oregon Department of Education (ODE).

A current first-aid and CPR card is required for designated personnel.

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

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

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

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

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

A request to the district to administer or allow a student to self-administer prescription medication shall include a signed prescription and treatment plan from a prescriber.

A request to the district to administer or allow a student to self-administer or a nonprescription medication that is not approved by the Food and Drug Administration (FDA) shall include a written order from the student's prescriber that meets the requirement of law. ~~signed prescription and treatment plan from a prescriber<sup>2</sup> or an Oregon licensed health care professional.~~

A written request and permission form signed by a student's parent or guardian, unless the student is allowed to access medical care without parental consent under state law<sup>3</sup>, is required and will be kept on file.

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

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

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

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

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

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

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

A school administrator, school nurse, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of a student's self-

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

<sup>3</sup>Subject to ORS 109.610, 109.640 and 109.675.

administration of medication, [as described in Oregon Revised Statute \(ORS\) 339.866](#), if ~~when~~ that person in good faith [and pursuant to state law](#), assisted the student in self-administration of the medication ~~subject to state law~~.

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

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

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

END OF POLICY

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**Legal Reference(s):**

[ORS 109.610](#)  
[ORS 109.640](#)  
[ORS 109.675](#)  
[ORS 332.107](#)  
[ORS 339.866 to -339.871](#)

[ORS 433.800 to -433.830](#)  
[ORS 475.005 to -475.285](#)  
[OAR 166-400-0010\(17\)](#)  
[OAR 166-400-0060\(29\)](#)

[OAR 333-055-0000 to -0035](#)  
[OAR 581-021-0037](#)  
[OAR 581-022-2220](#)  
[OAR 851-047-0030](#)  
[OAR 851-047-0040](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2017); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).

OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration in Oregon Schools: A Manual for School Personnel* (2016).

# North Wasco County School District 21

2<sup>nd</sup> Reading & Adoption  
*No changes from 1<sup>st</sup> Reading*

Code: IKF  
Adopted: 5/26/04  
Revised/Readopted: 3/10/11; 5/10/12; 7/10/14;  
6/16/16; 6/15/17; 8/24/17;  
1/30/18; 3/22/18; 8/23/18;  
6/13/19  
Orig. Code: IKF

## Graduation Requirements\*\*

The Board will establish graduation requirements for the awarding of a regular high school diploma, modified diploma, extended diploma and alternative certificate which meet or exceed state standards.

A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is received by the student's parent or guardian, or by the student if the student is 18 years of age or older or emancipated.

Students and their parents will be notified annually of the requirements for all ~~The Dalles High School~~ high school diplomas. See the graduation requirements in the high school student handbook for specific instructions.

If the district requires diploma requirements beyond the state requirements, the district shall grant a waiver for those requirements to any student who, at any time from grade 9 to 12, was:

1. A foster child<sup>1</sup>;
2. Homeless;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker; or
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program.

For any student identified above, the district shall accept any credits earned by the student ~~in another district or public charter school,~~ in an educational program<sup>2</sup> in this state, applying those credits toward the state requirements for a diploma if the credits satisfied those requirements in that ~~district or public charter school~~ educational program in this state.

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<sup>1</sup> As defined in ORS 30.297.

<sup>2</sup> "Educational program in this state" means an educational program that is provided by a school district, a public charter school, the Youth Corrections Education Program or the Juvenile Detention Program, or funded as provided by ORS 343.243 for students in a long term care or treatment facility described in ORS 343.962 or a hospital identified in ORS 343.261.

## Diploma

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits<sup>3</sup> which include at least:

1. Three credits of mathematics; (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I)
2. Four credits of English language arts (shall include the equivalent of one unit in written comprehension composition);
3. Three credits of science;
4. Three credits of social sciences (including history, [civics<sup>4</sup>], geography and economics – including personal finance)
5. One credit in health education;
6. One credit in physical education;
7. Three credits in career technology education, the arts or world language<sup>5</sup> (units shall be earned in any one or a combination).

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-2025.

To receive a diploma or a modified diploma, in addition to credit requirements, as outlined in OAR 581-022-2000, a student must<sup>6</sup>:

- ~~1. Demonstrate proficiency in the Essential Skills of reading, writing and applying mathematics in a variety of settings;~~
2. Develop an education plan and build an education profile;
3. Demonstrate extended application through a collection of evidence; and
4. Participate in career-related learning experiences.

<sup>3</sup> [If the district has additional credit or graduation requirements, the district is required to include those additional credits and graduation requirements in the following lists. However, if the district provides an education as described in ORS 336.585 or 336.590 and awards high school diplomas, the district may not impose requirements for a high school diploma in those instances that are in addition to the requirements prescribed by ORS 329.451 (2)(a) or by rule of the State Board of Education.]

<sup>4</sup> [Civics becomes a half-credit requirement beginning on January 1, 2026 (ORS 329.451). {This is not required language at this time but the district could choose to keep language with the footnote, and certainly should keep if the district already provides this instruction.}]

<sup>5</sup> "World language" includes sign language, heritage language and languages other than a student's primary language.

<sup>6</sup> [The proficiency in Essential Skills requirement has been waived and is not a condition of receiving a high school diploma during the 2021-2022, 2022-2023 or 2023-2024 school year (Senate Bill 744, 2021).]

## **Essential Skills**

The district will allow English Language Learner (ELL) students to demonstrate proficiency in the Essential Skill of applying mathematics in a variety of settings, in the student's language of origin for those ELL students who by the end of high school:

1. — Are on track to meet all other graduation requirements; and
2. — Are unable to demonstrate proficiency in the Essential Skills in English.

The district will allow ELL students to demonstrate proficiency in Essential Skills other than applying mathematics in a variety of settings, in the student's language of origin for those ELL students who by the end of high school:

1. — Are on track to meet all other graduation requirements;
2. — Are unable to demonstrate proficiency in the Essential Skills in English;
3. — Have been enrolled in a U.S. school for five years or less; and
4. — Have demonstrated sufficient English language skills using the English Language Proficiency Assessment for the 21st Century (ELPA21).<sup>2</sup>

The district will develop procedures to provide assessment options as described in the *Essential Skills and Local Performance Assessment Manual*, in the ELL student's language of origin for those ELL students who meet the criteria above, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.

## **Essential Skills Appeal**

The district will follow Board policy KL – Public Complaints in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The district will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.

## **Modified Diploma**

A modified diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic standards adopted by the State Board of Education for a diploma while receiving reasonable modifications and accommodations. A modified diploma may only be awarded to a student who meets the eligibility criteria below **and other criteria, if applicable, outlined in OAR 581-022-2010(3)**:

1. Has a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; or
2. Have a documented history of a medical condition that creates a barrier to achievement.

Having met the above eligibility criteria, a modified diploma will be awarded to students, who while in grade nine through ~~completion~~ **completion** of high school, complete 24 credits which shall include:

1. Two credits of mathematics;
2. Three credits of English language arts;
3. Two credits of science;
4. Two credits of social sciences (which may include history, civics, geography and economics, including personal finance);
5. One credit in health education;
6. One credit in physical education; and
7. One credit in career technical education, the arts or world languages (units may be earned in any one or a combination).

[Students may earn additional credits to earn a modified diploma pursuant to OAR 581-022-2010.](#)

In addition to credit requirements as outlined in OAR 581-022-2010, a student must:

1. Develop an education plan and build an education profile; and
2. Demonstrate extended application through a collection of evidence.

~~A student must also demonstrate proficiency in the Essential Skills with reasonable modifications and accommodations.~~ Districts may make modifications to the assessment for a student who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP) or Section 504 plan, any modifications to work samples must be consistent with the requirements established in the IEP or 504 plan. Modifications include practices and procedures that compromise the intent of the assessment through a change in learning expectations, construct, or content that is to be measured, grade level standard or measured outcome of the assessment. This means that IEP or 504 school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard;
2. For a student not on an IEP or 504 plan, any modifications to work samples must have been provided to the student during their instruction in the content area to be assessed, and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a Section 504 Plan may not receive a modified Smarter Balanced assessment.

A student's school team shall decide that a student should work toward a modified diploma no earlier than the end of grade six and no later than two years before the student's anticipated exit from high school. A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working toward a modified diploma should work toward one when the student is less than two years from anticipated exit from high school if the documented history has changed.

Beginning in grade five or beginning after a documented history to qualify for a modified diploma, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of a modified diploma.

### **Extended Diploma**

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a diploma while receiving modifications and accommodations. To be eligible for an extended diploma, a student must:

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than six credits in a self-contained special education classroom and will include:
  - a. Two credits of mathematics;
  - b. Two credits of English language arts;
  - c. Two credits of science;
  - d. Three credits of history, geography, economics or civics;
  - e. One credit of health;
  - f. One credit of physical education; and
  - g. One credit of the arts or a world language.
2. Have a documented history of:
  - a. An inability to maintain grade level achievement due to significant learning and instructional barriers; or
  - b. A medical condition that creates a barrier to achievements; or
  - c. A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

Beginning in grade five or beginning after a documented history to qualify for an extended diploma, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of an extended diploma.

### **Alternative Certificate**

Alternative certificates will be awarded to students who do not satisfy the requirements for a diploma, a modified diploma, or an extended diploma if the students meet minimum requirements established by the district.

Beginning in grade five or beginning after a documented history to qualify for an alternative certificate, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of an alternative certificate.

### **Other District Responsibilities**

The district will ensure that students have onsite access to the appropriate resources to achieve a diploma, a modified diploma, an extended diploma, or an alternative certificate at each high school. The district will provide literacy instruction to all students until graduation.

The district may not deny a student the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history listed under the above modified diploma or extended diploma requirements.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of a student who is emancipated or who has reached the age of 18 at the time the modified or extended diploma is awarded, or the student's parent or guardian. The district shall receive the written consent during the school year in which the modified diploma or the extended diploma is awarded

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in either four years after starting the ninth grade, or until the student reaches the age of 21, if the student is entitled to a public education until the age of 21 under state or federal law.

A student may satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years but not less than three years. To satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

A student who qualifies to receive or receives a modified diploma, an extended diploma, or an alternative certificate shall have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, an extended diploma, or an alternative certificate shall have access to ~~individually designed~~ instructional hours, hours of transition services and hours of other services that are designed to meet the unique needs of the student and when added together provide a total number of hours of instruction and services that equals at least the total number of instructional hours that are required to be provided to students who are attending a public high school.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an individualized education program (IEP) completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a Free Appropriate Public Education ("FAPE") until the age of 21, even if they have earned a modified diploma, an extended diploma, an alternate certificate or completion of a General Education Development document. The continuance of services for students with disabilities who receives a modified diploma, extended diploma or alternative certificate is contingent on the IEP team determining the student's continued eligibility and need for special education services.

Students and their parents will be notified of graduation and diploma requirements.

The district may not deny a diploma to a student who has opted out of statewide assessments if the student is able to satisfy all other requirements for the diploma. Students who opt-out ~~will need to meet the Essential Skills graduation requirement using another approved assessment option.~~ Students may opt-out of the Smarter Balanced or alternate Oregon Extended Assessment by completing the Oregon Department of Education's Opt-out Form<sup>4</sup> and submitting the form to the district.

The district will issue a high school diploma, upon request and pursuant to Oregon law (ORS 332.114), to a veteran if the veteran resides within the boundaries of the district or is an Oregon resident and attended a

high school of the district, or to a deceased veteran, upon request from a representative of the veteran, if the deceased veteran resided within the boundaries of the district at the time of death or was an Oregon resident at the time of death and attended a high school of the district.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. ~~The district shall establish conduct and discipline consequences for student-initiated test impropriety.~~ “Student-initiated test impropriety” means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

END OF POLICY

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**Legal Reference(s):**

[ORS 329.045](#)  
[ORS 329.451](#)  
[ORS 329.479](#)  
[ORS 332.107](#)  
[ORS 332.114](#)  
[ORS 339.115](#)  
[ORS 339.505](#)  
[ORS 336.585](#)  
[ORS 336.590](#)

[ORS 343.295](#)  
  
[OAR 581-021-0009](#)  
[OAR 581-022-2000](#)  
[OAR 581-022-2005](#)  
[OAR 581-022-2010](#)  
[OAR 581-022-2015](#)  
[OAR 581-022-0102](#)

[OAR 581-022-2020](#)  
[OAR 581-022-2025](#)  
[OAR 581-022-2030](#)  
[OAR 581-022-2115](#)  
[OAR 581-022-2120](#)  
[OAR 581-022-2505](#)

*Test Administration Manual*, published by the OREGON DEPARTMENT OF EDUCATION.  
[SENATE BILL 1522 \(2022\)](#)

# North Wasco County School District 21

Code: JGAB  
Adopted: 3/20/08  
Revised/Readopted: 3/02/17; 1/30/18; 2/23/23

## Use of Restraint and Seclusion

The Board is dedicated to the development and application of best practices within the district's educational/behavioral programs. It is the intent of the Board to establish a policy that defines the circumstances that must exist and the requirements that must be met prior to, during and after the use of physical restraint and/or seclusion as an intervention with district students.

The use of the following types of restraint on a student in the district is prohibited:

1. Chemical restraint.
2. Mechanical restraint.
3. Prone restraint.
4. Supine restraint.
5. Any restraint that involves the intentional and nonincidental use of a solid object<sup>1</sup>, including a wall or the floor, to impede a student's movement, unless the restraint is necessary to prevent an imminent life-threatening injury or to gain control of a weapon.
6. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, neck or throat.
7. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, unless the restraint is necessary for the purpose of extracting a body part from a bite.
8. Any restraint that impedes, or creates a risk of impeding, breathing.
9. Any restraint that involves the intentional placement of the hands, feet, elbow, knee or any object on a student's neck, throat, genitals or other intimate parts.
10. Any restraint that causes pressure to be placed, or creates a risk of causing pressure to be placed, on the stomach or back by a knee, foot or elbow bone.
11. Any action designed for the primary purpose of inflicting pain.

The use of a seclusion cell is prohibited.

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<sup>1</sup> The use of a solid object, including furniture, a wall, or the floor, by district staff performing a restraint is not prohibited if the object is used for the staff's own stability or support while performing the restraint and not as a mechanism to apply pressure directly to the student's body.

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors or volunteers of the district.

Restraint may be imposed on a student in the district only under the following circumstances:

1. The student's behavior imposes a reasonable risk of imminent and substantial physical or bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

Seclusion may be used on a student in the district only under the following circumstances:

1. The student's behavior imposes a reasonable risk of imminent and serious bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

If restraint or seclusion is used on a student, by trained staff or other staff available in the case of an emergency when trained staff are not immediately available due to the unforeseeable nature of the emergency, e.g., teacher, administrator, or volunteer, it will be used only for as long as the student's behavior poses a reasonable risk of imminent and substantial physical or bodily injury to the student or others and less restrictive interventions would not be effective. Students will be continuously monitored by staff for the duration of the restraint or seclusion.

## Definitions

3. "Physical Restraint" means the restriction of a student's action or movements by one or more persons holding the student or applying physical using pressure or other means. upon the student.

"Physical Restraint" does not include:

- a. ~~touching or~~ Holding a student's hand or arm to escort student safety and without the use of force from one area to another;
- b. Assisting a student to complete a task if the student does not resist the physical contact; or
- c. Providing reasonable intervention with the minimal exertion of force necessary if the intervention does not include a restraint prohibited under Oregon Revised Statute (ORS) 339.288 and the intervention is necessary to:

- (1) Break up a physical fight;
- (2) Interrupt a student's impulsive behavior that threatens the student's immediate safety, including running in front of a vehicle or climbing on unsafe structures or objects; or
- (3) Effectively protect oneself or another from an assault, injury or sexual contact with the minimum physical contact necessary for protection. ~~without the use of force for the purpose of directing the student or assisting the student in completing a task or activity. The definition of "physical restraint" does not include the use of mechanical, chemical or prone restraint of a student as these methods are prohibited by Oregon law.~~

4. "Seclusion" means the involuntary confinement of a student alone in a room from which the student is physically prevented from leaving. Seclusion includes, but is not limited to, the involuntary confinement of a student alone in a room with a closed door, whether the door is locked or unlocked.

“Seclusion” does not include the removal of a student for a short period of time to provide the student with an opportunity to regain self-control if the student is in a setting from which the student is not physically prevented from leaving, or a student being left alone in a room with a closed door for a brief period of time if the student is left alone for a purpose that is unrelated to the student’s behavior. ~~does not include the removal of a student for a short period of time to provide the student with an opportunity to regain self-control, in a setting from which the student is not physically prevented from leaving.~~

5. “Seclusion cell” means a freestanding, self-contained unit that is used to isolate the student from other students or physically prevent a student from leaving the unit or cause the student to believe that the student is physically prevented from leaving the unit.
6. “Serious bodily injury” means any significant impairment of the physical condition of a person, as determined by qualified medical personnel, whether self-inflicted or inflicted by someone else.
7. “Substantial physical or bodily injury” means any impairment of the physical condition of a person that requires some form of medical treatment.
8. “Mechanical restraint” means a device used to restrict the movement of a student or the movement or normal function of a portion of the body of a student.

Mechanical restraint does not include:

- a. A protective or stabilizing device ordered by a licensed physician; or
  - b. A vehicle safety restraint when used as intended during the transport of a student in a moving vehicle.
9. “Chemical restraint” means a drug or medication that is used on a student to control behavior or restrict freedom of movement that has not been prescribed by a licensed ~~physician or health professional~~ or other qualified health care professional acting under the professional’s scope of practice ~~for standard treatment of the student’s medical or psychiatric condition; and administered as prescribed by a licensed physician or other qualified health professional acting under the professional’s scope of practice.~~
  10. “Prone restraint” means a restraint in which a student is held face down on the floor.
  11. “Supine restraint” means a restraint in which a student is held face up on the floor.

Any student being restrained or secluded within the district whether in an emergency or as a part of a plan shall be constantly monitored by staff for the duration of the intervention. Any room used for seclusion of a student must meet the standards as outlined in Oregon Administrative Rule (OAR) 581-021-0568.

~~The use of physical restraint and/or seclusion is only permitted as a part of a behavioral support plan when other less restrictive interventions would not be effective and the student's behavior poses a threat of imminent, serious physical harm to the student or others.~~

The district shall utilize the Oregon Intervention System (OIS) and/or Crisis Prevention Intervention (CPI) training program(s) of physical restraints ~~and~~ or seclusion for use in the district. As required by state regulation, the selected program shall be one approved by the Oregon Department of Education (ODE) and include, but not limited to, positive behavioral support, conflict prevention, de-escalation and crisis

response techniques. Any program selected by the district must be in compliance with state and federal law with respect to the use of ~~physical~~ restraint and/or seclusion.

~~Except in the case of an emergency, only staff current in the required training in accordance with the district-designated physical restraint and seclusion training program will implement physical restraint or seclusion with a student. In an emergency, physical restraint and/or seclusion may also be used by a school administrator, teacher or other school employee or volunteer as necessary when the student's behavior imposes a reasonable threat of imminent, serious bodily injury to the student or to others. The use of physical restraint or seclusion under these circumstances is only allowed so long as the student's behavior poses a threat of imminent, serious physical harm to themselves, others. Any student being restrained or secluded within the district whether in an emergency or as a part of a plan shall be constantly monitored by staff for the duration of the intervention. Any room used for seclusion of a student must meet the standard as outlined in Oregon Administrative Rule (OAR) 581-021-0568.~~

An annual review of the use of ~~physical~~ restraint and seclusion during the preceding school year shall be completed and submitted to ~~ODE the Superintendent of Public Instruction~~ to ensure compliance with district policies and procedures.

The results of the ~~annual~~ review ~~and annual report~~ shall be documented and shall include at a minimum:

12. The total number of incidents of ~~physical~~ restraint;
13. The total number of incidents ~~of~~ ~~involving~~ seclusion;
14. The total number of seclusions in a locked room;
15. The total number of students placed in ~~physical~~ restraint;
16. The total number of students placed in seclusion;
17. The total number of incidents that resulted in injuries or death to students or ~~staff personnel~~ as a result of the use of ~~physical~~ restraint or seclusion;
18. The total number of students placed in ~~physical~~ restraint ~~and/or~~ seclusion more than 10 times in a school year and an explanation of what steps have been taken by the district to decrease the use of ~~physical~~ restraint and seclusion for each student;
19. The total number of ~~physical~~ restraint ~~and or~~ seclusion incidents carried out by untrained individuals;
20. The demographic characteristics<sup>1</sup> of all students upon whom ~~physical~~ restraint ~~and/or~~ seclusion was imposed;
21. The total number of rooms available for use by the district for seclusion of a student and a description of the dimensions and design of the rooms.

This ~~annual~~ report shall be made available to the Board and to the public at the district's main office and on the district's website.

<sup>1</sup> Including race, ethnicity, gender, disability status, migrant status, English proficiency and status as economically disadvantaged, unless the demographic information would reveal personally identifiable information about an individual student.

At least once each school year ~~the parents and guardians of students of the district~~ ~~the public~~ shall be notified as to how to access the report.

The district shall investigate all complaints regarding the use of restraint and/or seclusion practices according to the procedures outlined in Board policy KL - Public Complaints and KL-AR - Public Complaint Procedure. The complaint procedure is available at the district’s administrative office and is available on the home page of the district’s website.

~~The complainant, whether an organization or an individual, A complainant, who is a student, is a parent or guardian of a student attending school in the district or is a person who resides in the district, may appeal a district’s final decision to the Oregon Department of Education pursuant to by the Board to the Deputy Superintendent of Public Instruction as provided in OAR 581-002-00400001 – 581-002-0023.~~

The superintendent shall develop administrative regulations to carry out the requirements set forth in this policy and to meet any additional requirements established by law related to the use, reporting and written documentation of the use of ~~physical~~ restraint or seclusion by district ~~staff~~ personnel.

END OF POLICY

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**Legal Reference(s):**

[ORS 161.205](#)  
[ORS 339.250](#)  
[ORS 339.285](#)  
[ORS 339.288](#)  
[ORS 339.291](#)

[OAR 581-021-0061](#)  
[OAR 581-021-0550](#)  
[OAR 581-021-0553](#)  
[OAR 581-021-0556](#)  
[OAR 581-021-0559](#)  
[OAR 581-021-0563](#)

[OAR 581-021-0566](#)  
[OAR 581-021-0568](#)  
[OAR 581-021-0569](#)  
[OAR 581-021-0570](#)  
[OAR 581-022-2370](#)

**Cross Reference(s):**

JGA - Corporal Punishment  
JGB - Detention of Students  
JGDA/JGEA - Discipline of Students with Disabilities

# North Wasco County School District 21

Code: JHCD/JHCDA-AR  
 Revised/Reviewed: 4/12/01; 6/09/014; 2/10/11; 3/02/17; 12/14/17; 8/23/18  
 Orig. Code(s): JHCD-AR

## Medications\*\*

Students may, subject to the provisions of this administrative regulation, have prescription or nonprescription medication administered by designated personnel, or may be permitted to administer prescription or nonprescription medication to themselves.

### 1. Definitions

- a. “Medication” means any drug, chemical compound, suspension or preparation in suitable form for use as a curative or remedial substance taken internally or externally but not injected except for premeasured doses of epinephrine, medication to treat adrenal insufficiency and glucagon to treat severe hypoglycemia. Medication includes any prescription for bronchodilators or autoinjectable epinephrine prescribed by a student’s Oregon licensed health care professional for asthma or severe allergies. Medication also includes naloxone or any similar medication that is in any form available for the safe administration and that is designed to rapidly reverse an overdose of an opioid drug.
- b. “Prescription medication” means any medication that under federal or state law requires a prescription by a prescriber.
- c. “Nonprescription medication” means medication that under federal law does not require a prescription from a prescriber.
- d. “Adrenal crisis” means adrenal crisis as defined in Oregon Revised Statute (ORS) 433.800.<sup>2</sup>
- e. “Adrenal insufficiency” means adrenal insufficiency as defined in ORS 433.800.<sup>2</sup>
- f. “Notice of a diagnosis of adrenal insufficiency” means written notice to the district from a student or the parent or guardian of a student who has been diagnosed as adrenal insufficient with a copy of an order from the student’s primary care provider that includes the student’s diagnosis, description of symptoms indicating the student is in crisis, prescription for medication to treat adrenal insufficiency crisis and instructions for follow-up care after medication to treat adrenal insufficiency crisis has been administered.
- g. “Prescriber<sup>1</sup>” means a doctor of medicine or osteopathy, a physician assistant licensed to practice by the Board of Medical Examiners for the state of Oregon, an Oregon-licensed,

<sup>1</sup> A registered nurse who is employed by a public or private school, ESD or local public health authority to provide nursing services at a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days.

advance practice registered nurse with prescriptive authority, a dentist licensed by the Board of Dentistry for the state of Oregon, an optometrist licensed by the Board of Optometry for the state of Oregon, a naturopathic physician licensed by the Board of Naturopathy for the state of Oregon or a pharmacist licensed by the Board of Pharmacy for the state of Oregon.

- h. “Qualified trainer” means a person who is familiar with the delivery of health services in a school setting and who is a registered nurse licensed by the Oregon State Board of Nursing, a doctor of medicine or osteopathy or a physician assistant licensed by the Board of Medical Examiners for the state of Oregon, or a pharmacist licensed by the Board of Pharmacy for the state of Oregon.
- i. “Severe allergy” means a life-threatening hypersensitivity to a specific substance such as food, pollen, dust or insect sting.
- j. “Asthma” means a chronic inflammatory disorder of the airways that requires ongoing medical intervention.
- k. “Designated personnel” means the school personnel designated to administer medication pursuant to district policy and procedure.

## 2. Designated Staff/Training

- a. The ~~building~~ principal will designate personnel authorized to administer prescription or nonprescription medication to a students while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before- school or after- school care programs on school-owned property and in transit to or from school or a school-sponsored activity, as required by Oregon law. The principal will **supervise and** ensure building and activity practices and procedures are consistent with the requirements of law, rules and this administrative regulation.
- b. The principal will ensure the training required by Oregon law is provided to designated personnel. Training may be conducted by a qualified trainer. Training will be provided annually to designated personnel authorized to administer medication to students. The first year and every third year of training requires in-person instruction; during the intervening years, designated personnel may complete an online training that has been approved by the Oregon Department of Education (ODE) so long as a trainer is available within a reasonable amount of time following the training to answer questions and provide clarification.
- c. Training will provide an overview of applicable provisions of Oregon law, administrative rules, district policy and administrative regulations and include, but not be limited to, the following: safe storage, handling, monitoring medication supplies, disposing of medications, record keeping and reporting of medication administration and errors in administration, emergency medical response for life threatening side effects and allergic reactions **or adrenal insufficiency** and student confidentiality. Materials as recommended and/or approved by the ODE will be used.

- d. A copy of the district's policy and administrative regulation will be provided to all staff authorized to administer medication to students and others, as appropriate.
- e. A statement that the designated personnel has received the required training, will be signed by the staff member and filed in the district office.

3. Administering Premeasured Doses of Epinephrine to a Student or Other Individual

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

4. Administering Naloxone or Other Similar Medication to a Student or Other Individual

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

5. Administering of Medication to a Student Experiencing Symptoms of Adrenal Crisis

A student experiencing symptoms of adrenal crisis while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from a school or a school-sponsored activity, may be treated by designated personnel and shall be subject to the following:

- a. Upon notice of a diagnosis of adrenal insufficiency, as defined in Oregon Administrative Rule (OAR) 581-021-0037, the building principal will designate one or more school personnel to be responsible for administering the medication to treat adrenal insufficiency;
- b. The designated personnel will successfully complete training to administer medication to treat a student who has adrenal insufficiency and is experiencing symptoms of adrenal crisis in accordance with the rules adopted by the Oregon Health Authority;
- c. The student or the student's parent or guardian must provide adequate supply of the student's prescribed medication to the district;
- d. The district will require the development of an individualized health care plan for the student that includes protocols for preventing exposures to allergens, and establishes if or when a student may self-carry prescription medication when the student has not been approved to self-administer medication;
- e. In the event that a student experiences symptoms of adrenal crisis and the designated personnel determines the medication to treat adrenal insufficiency should be administered, any available staff member will immediately call 911 and the student's parent or guardian.

6. Administering Medications to a Student

- a. Requests to permit designated personnel to administer medication to students may be approved by the district and is subject to the following:
- (1) A written request for designated personnel to administer prescription medication to a student, if because of the prescribed frequency or schedule, the medication must be given while the student is in school, at a school-sponsored activity, while under the supervision of school personnel and in transit to or from school or a school-sponsored activity, must be submitted to the school office and shall include:
    - (a) The written permission of the student's parent or guardian or the student if the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675; and
    - (b) The written instruction from the prescriber for the administration of the medication to the student that includes:
      - (i) Name of the student;
      - (ii) Name of the medication;
      - (iii) Method of administration;
      - (iv) Dosage;
      - (v) Frequency of administration;
      - (vi) Other special instructions from the prescriber, if any; and
      - (vii) Signature of the prescriber.

The prescription label prepared by a pharmacist at the direction of the prescriber, will be considered to meet this requirement if it contains the information listed in (i)-(vi) above.

- (2) A written request for designated personnel to administer nonprescription medication to a student must be submitted to the school office and is subject to the following:
  - (a) The nonprescription medication is necessary for the student to remain in school;
  - (b) The nonprescription medication is provided in the original manufacturer's container by the parent or guardian of the student;
  - (c) The written instruction from the student's parent or guardian for the administration of the nonprescription medication includes:
    - (i) Name of the student;
    - (ii) Name of the medication;
    - (iii) Method of administration;
    - (iv) Dosage;
    - (v) Frequency of administration;
    - (vi) Other special instructions, if any; and
    - (vii) Signature of the student's parent or guardian.

If the written instruction is not consistent with the manufacturer's guidelines for the nonprescription medication, the written instruction must also include a written order allowing the inconsistent administration signed by a prescriber.

- (d) If the nonprescription medication is not approved by the Food and Drug Administration (FDA), a written order from the student's prescriber is required and will include:
  - (i) Name of the student;
  - (ii) Name of the medication;
  - (iii) Dosage;
  - (iv) Method of administration;
  - (v) Frequency of administration;
  - (vi) A statement that the medication must be administered while the student is in school;
  - (vii) Other special instructions, if any; and
  - (viii) Signature of the prescriber.
  
- b. An individualized health care and allergy plan will be developed for a student with a known life-threatening allergy and will include protocols for preventing exposures to allergens and procedures for responding to life-threatening allergic reactions while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity, and will include a determination on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
  
- c. It is the student's parent or guardian's , or the student's if the student is allowed to seek medical care without parental consent, responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication;
  
- d. It is the student's parent or guardian's , or the student's if the student is allowed to seek medical care without parental consent, responsibility to ensure that the school is informed in writing of any changes in medication instructions;
  
- e. In the event a student refuses medication, the parent or guardian will be notified immediately, except where a student is allowed to seek medical care without parental consent. No attempt will be made to administer medication to a student who refuses a medication;
  
- f. Any error in administration of a medication will be reported to the parent or guardian immediately, except when a student is allowed to seek medical care without parental consent and documentation will be made on the district's Accident/Incident Report form. Errors include, but are not limited to, administering medication to the wrong student, administering the wrong medication, dose, frequency of administration or method of administration;
  
- g. Medication shall not be administered until the necessary permission form and written instructions have been submitted as required by the district.

7. ~~Medication~~ Administration of Medication by a Student to Themselves

- a. A student, including a student in grade K-12 with asthma or severe allergies, may be permitted to administer medication to ~~themselves~~ **themselves** without assistance from designated personnel and is subject to the following:
- (1) **A student must demonstrate the ability, developmentally and behaviorally, to self-administer prescription medication and must have:**
    - (a) A permission form from a parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675, and other documentation requested by the district must be submitted for self-medication of all prescription medications;
    - (b) If the student has asthma, diabetes and/or a severe allergy, a medication that is prescribed by a prescriber **and a written treatment plan developed by a prescriber** or other Oregon licensed health care professional for managing of the student's asthma, diabetes and/or severe allergy, and directs use by the student while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before- school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity. The prescriber will include acknowledgment that the student has been instructed in the correct and responsible use of the prescribed medication;
    - (c) The permission to self-administer the medication from a building administrator and a prescriber or registered nurse practicing in a school setting.
  - (2) **A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication and must have:**
    - (a) The written permission of the student's parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675;
    - (b) The student's name affixed to the manufacturer's original container; and
    - (c) The permission to self-administer medication from a building administrator.
  - (3) **A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication that is not approved by the FDA and must have:**
    - (a) The written permission of the student's parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675; and
    - (b) A written order from the student's prescriber that includes:
      - (i) Name of the student;

- (ii) Name of the medication;
  - (iii) Dosage;
  - (iv) Method of administration;
  - (v) Frequency of administration;
  - (vi) A statement that the medication must be administered while the student is in school;
  - (vii) Other special instructions, if any; and
  - (viii) Signature of the prescriber.
- b. The student may have in his/her possession only the amount of medication needed for that school day, except for manufacturer's packaging that contains multiple dosage, the student may carry one package, such as, but not limited to, autoinjectable epinephrine or bronchodilators/inhalers;
  - c. Sharing and/or borrowing of any medication with another student is strictly prohibited;
  - d. For a students who has been prescribed bronchodilators or epinephrine, the designated personnel will request from the parent or guardian, that the parent or guardian provide backup medication for emergency use by that student. Backup medication, if provided will be kept at the student's school in a location to which the student has immediate access in the event the student has an asthma and/or severe allergy emergency;
  - e. Upon written request from a parent or guardian, and with a prescriber's written statement that the lack of immediate access to a backup autoinjectable epinephrine may be life threatening to a student, and the location the school stores backup medication is not located in the student's classroom, a process shall be established to allow the backup autoinjectable epinephrine to be kept in a reasonably secure location in the student's classroom;
  - f. A student shall not administer medication to themselves until the necessary permission form and written instructions have been submitted as required by the district;
  - g. Permission for a student to administer medication to themselves ~~themselves~~ **themselves** may be revoked if the student violates the Board policy and/or this administrative regulation;
  - h. A students may be subject to discipline, up to and including expulsion, as appropriate;
  - i. A student permitted to administer medication to themselves may be monitored by designated personnel to monitor the student's response to the medication.
8. Handling, Monitoring and Safe Storage of Medication Supplies for Administering Medication to Students
- a. Medication administered by designated personnel to a student ~~and~~ **or** self-administered by a student, must be delivered to the school in its original container, accompanied by the permission form and written instructions, as required above.

- b. Medication in capsule or tablet form and categorized as a sedative, stimulant, anti-convulsant, narcotic analgesic or psychotropic medication will be counted by designated personnel in the presence of another district employee upon receipt, documented in the student's medication log and routinely monitored during storage and administration. Discrepancies will be reported to the building principal immediately and documented in the student's medication log. For such medication not in capsule or tablet form, standard measuring and monitoring procedures will apply.
- c. Designated personnel will follow the written instructions of the prescriber and the student or the student's parent or guardian, and training guidelines as may be recommended by the Oregon Department of Education for administering all forms of prescription and/or nonprescription medications.
- d. Medication will be secured as follows:
  - (1) Nonrefrigerated medications will be stored in a locked cabinet, drawer or box used solely for the storage of medication;
  - (2) Medications requiring refrigeration will be stored in a locked box in a refrigerator;
  - (3) Access to medication storage keys will be limited to the building principal and designated personnel.
- e. Designated personnel will be responsible for monitoring all medication supplies and for ensuring medication is secure at all times, not left unattended after administering and that the medication container is properly sealed and returned to storage.
- f. In the event medication is running low or an inadequate dosage is on hand to administer the medication, the designated personnel will notify student's the parent or guardian or the student (in situations involving ORS 109.610, 109.640 and 109.675) immediately.

## 9. Emergency Response

- a. Designated personnel will notify 911 or other appropriate emergency medical response systems and administer first aid, as necessary, in the event of life threatening side effects that result from district administered medication or from student self-medication or allergic reactions. The parent or guardian, building principal and school nurse will be notified immediately.
- b. Minor adverse reactions that result from district administered medication or from student self-medication will be reported to the parent or guardian immediately, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675.
- c. Any available district staff will immediately call 911 and the student's parent or guardian if the designated personnel believes the student is experiencing symptoms of adrenal crisis and plans to administer medication.

## 10. Disposal of Medications

- a. Medication not picked up by the student's parent or guardian, or the student when allowed pursuant to ORS 109.610, 109.640 and 109.675, at the end of the school year or within five school days of the end of the medication period, whichever is earlier, will be disposed of by designated personnel in a nonrecoverable fashion as follows:
  - (1) Medication will be removed from its original container and personal information will be **destroyed**;
  - (2) ~~Crush~~ Solid medications will be crushed, mixed or dissolved in water, liquid medications will be mixed or dissolved in water; and
  - (3) Mixed with an undesirable substance, e.g., coffee grounds, kitty litter, flour; and
  - (4) Placed in impermeable non-descriptive containers, e.g., empty cans or sealable bags, and placed in the trash.

Prescriptions will be flushed down the toilet **only** if the accompanying patient information specifically instructs it is safe to do so.

Other medication will be disposed of in accordance with established training procedures including sharps and glass.
- b. All medication will be disposed of by designated personnel in the presence of another school employee and documented as described in 10 below.

## 11. Transcribing, Recording and Record Keeping

- a. A medication log will be maintained for each student administered medication by the district. The medication log will include but not be limited to:
  - (1) The name of the student, name of medication, dosage method of administration, date and time of administration, frequency of administration and the name of the person administering the medication;
  - (2) Student refusals of medication;
  - (3) Errors in administration of medication;
  - (4) Incidents of emergency and minor adverse reaction by a student to medication;
  - (5) Discrepancies in medication supply;
  - (6) Disposal of medication including date, quantity, manner in which the medication was destroyed and the signature of the staff involved.

- b. All records relating to administration of medications, including permissions and written instructions, will be maintained in a separate, medical file apart from the student's education records file unless otherwise related to the student's educational placement and/or individualized education plan. Records will be retained in accordance with applicable provisions of OAR 166-400-0010(17) and 166-400-0060(29).
- c. Student health information will be kept confidential. Access shall be limited to those designated personnel authorized to administer medication to students, the student and his/her parent or guardian. Information may be shared with other staff with a legitimate educational interest in the student or others as may be authorized by the parent or guardian in writing or others as allowed under state and federal law.

# North Wasco County School District 21

Code: BCBA-AR (1)  
Adopted: 2.23.23  
Revised/Readopted:

## Student Representatives to the Board

The Board recognizes and values student input in the decision-making process. To support and encourage student participation, the Board may allow up to two student representatives to serve as advisory members of the Board.

### Eligibility Requirements

1. Student representatives must attend The Dalles High School or Innovations Academy as a full-time student in the 10<sup>th</sup> or 11<sup>th</sup> grade during the application process. Student representatives shall be in 11<sup>th</sup> or 12<sup>th</sup> grade during their one-year service period.
2. Student representatives must be able to serve for the period of September 1 through June 30.
3. Student representatives must complete the selection process in full, including the Student Representative to the Board Application Form and interviews with a board sub-committee. Application forms are due to the school principal by May 1<sup>st</sup>.

### Selection Process

1. Student representatives will be nominated by the principal of the school in which they attend (The Dalles High School or Innovations Academy).
2. The principal will consider recommendations from the student body and faculty.
3. Upon receiving a nomination, interested candidates must complete the Student Representative to the Board Application Form and Essay and return it to the principal before May 1<sup>st</sup>.
4. Principal-approved application forms will be reviewed by a board member panel and interviews may be conducted to determine which candidate(s) will be the best fit.
5. The Board may select up to two candidates to serve in equal advisory positions.
6. If a student representative is removed as a board member or abdicate their position voluntarily, the principal may be asked to select a replacement to complete that representative's term.

## **Board Responsibilities**

1. Provide space at the board table for two student representatives during all regular sessions. Special sessions such as the Board retreat or conferences can be attended at the student's discretion. Student representatives are not allowed to attend executive or emergency sessions.
2. Allow student representatives the same privileges of discussion that apply to all Board members. Student representatives may make advisory recommendations which will be captured in the Board meeting minutes, but they may not cast votes on any motions.
3. Provide notice of meetings, the agenda and appropriate agenda materials for regular sessions.
4. Assign one or more Board members to mentor student representatives regarding Board member roles, responsibilities, etiquette and protocol.
5. Remove a student representative or end the program if issues transpire that lead members to determine it (or an individual) has become counter-productive to the guiding principles of the Board.

## **Student Representative Responsibilities**

1. Attend monthly regular session board meetings and any special sessions that are deemed necessary. Transportation to and from meetings is the responsibility of the student.
2. Read the board packet and be prepared to discuss agenda items.
3. Speak to the interests of the students in a manner that is appropriate and respectful to all members of the Board, school faculty and members of the audience.
4. Maintain confidentiality while serving as a liaison between the Board and the student body.
5. Meet with the superintendent and or board secretary as needed.
6. Read and sign the Board Operating Protocols.
7. Take the following Oath of Office (*to be given at the first meeting of the school year or as close as possible*)

*"I \_\_\_\_\_, will support the Constitution and the laws of the United States, the state of Oregon and the laws thereof, and the policies of the North Wasco School District, and will discharge the duties of Student Representative to the NWSD Board to the best of my ability".*

# North Wasco County School District 21

Code: BCBA-AR (2)  
Adopted: 2.23.23  
Revised/Readopted:

## Student Representatives to the Board

### Student Application:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Current Grade Level: \_\_\_\_\_ Anticipated Graduation Year: \_\_\_\_\_

Nominating Teacher or Staff Member: \_\_\_\_\_

### Attach a short essay answering the following questions:

1. Why would you like to be a Student Representative to the School Board?
2. What school activities have you been involved in at school?
3. Do you do any volunteer activities or work in The Dalles community?
4. Is there anything else about yourself that you would like the Board to know?

*Not including the principal or immediate family members, please list two other adult references:*

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Years they have known you: \_\_\_\_\_

Contact phone number or email: \_\_\_\_\_

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Years they have known you: \_\_\_\_\_

Contact phone number or email: \_\_\_\_\_

*Please return your application and essay to your high school principal no later than May 1<sup>st</sup>. You will be notified of the status of your application no later than May 30<sup>th</sup>.*