

Regular Meeting

Thursday, July 24, 2025 6:00 PM

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

1. **Call Meeting to Order and Pledge of Allegiance** **Presenter:** David Jones, Chair
2. **Elect Board Chair & Vice Chair [ORS 332.005(2), 332.040(4)]**
3. **District Mission / Vision / Values**
4. **Review / Revision of the Agenda**
5. **Public Comment on Agenda Items Only**
6. **Consent Agenda**
 - 6.a. **2025-2026 July Board Organizational Chart**
 - 6.b. School Board Meeting Minutes from previous meeting
 - 6.c. Personnel Report
7. **Swearing in Student Representatives to the Board, if needed:**
 - *Nancy Diaz Sanchez*
 - *Rafael Camancho*
 - *Lariah Lind*
8. **Staff Reports:**
9. **Possible Appointment of School Board Members to Standing Committees**
10. **New Business:**
 - 10.a. **Presentations / Reports:**
 - 10.a.1. **Superintendent's Report** **Presenter:** Dr. Carolyn Bernal, Superintendent
 - 10.a.2. **Chief Financial Officer's Report** **Presenter:** Dan Pedersen, CFO
 - 10.a.2.a. **Action Item: Approve Resolution 25-26-02**
 - 10.a.2.b. **Financial Statements:**
 - 10.a.3. **Board Attorney's Report** **Presenter:** Jason Corey, Board Attorney
 11. **Discussion / Action Items:**
 12. **Informational Only:**
 - 12.a. **Policy KBA-AR(1): Public Records Request - Update**
 13. **Comments from the Audience about Non Agenda Items**

14. **Adjourn the Regular School Board Meeting**

North Wasco County School District 21
2025-2026 BOARD ORGANIZATIONAL CHART

Item	Designation
1. Provide time and place for regular school board meetings of the Board of Directors	Thursday as designated on approved calendar – routinely at 6:00 pm – <i>Electronically (via YouTube); in-person at The Dalles Middle School in the library or commons or in a designated building / school.</i>
2. Appoint Chief Administrative Officer, District Clerk, and Custodian of Funds (facsimile signature is authorized): ORS 332.515, ORS 328.441, 445	Dr. Carolyn Bernal, Superintendent
3. Appoint Budget Officer, Deputy Clerk and Custodian of Funds (facsimile signature is authorized): ORS 294.331, ORS 328.441, 445	Dan Pedersen, Chief Financial Officer
4. Public Contracting Officers (general authority to represent the School Board for public contracting): ORS 332.075	Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer
5. Appoint Food Service Authority	Dan Pedersen, Chief Financial Officer
6. Appoint Legal Counsel	Dick, Dick & Corey; The Hungerford Law Firm; Miller Nash; Mersereau, Shannon, LLP; Dunn Carney, LLP; Oregon School Boards Association
7. Appoint Newspaper to be used for all legal notices	Columbia Gorge News
8. Appoint Workers' Compensation Carrier	State Accident Insurance Fund
9. Appoint Insurance Agent of Record	Matt McGowan, The Partner's Group
10. Appoint Responsibility for enforcement of Policy GBA-AR; Affirmative Action Program; Policy GBEC: Drug Free Workplace; and all other Board policies	Dr. Carolyn Bernal, Superintendent Sandra Harris, Director of Human Resources
11. Appoint Auditors and authorize standard form contract. ORS 328.465, 327.137, 297.405	Sensiba, LLP
12. Appoint District Representative, if needed, for IEP Meetings at Oregon School for Deaf & Blind, Early Intervention and District SLC Programs.	Amy Hampton, Student Services Director
13. Set Fidelity Bond Rate(s): ORS 332.525	Dr. Carolyn Bernal, Superintendent (PACE Limit) Dan Pedersen, Chief Financial Officer (\$300,000)

14. Authorize Membership	*OSBA; *COSA; *OASE; *AASA; *OASBO; *OSPA; *SHRM; *NAEN; *OACOA; *GFOA; *ASBO; The Dalles Area Chamber of Commerce; TD Sister Cities Association; *OSPRA; *NSPRA; The Lions Club; Kiwanis Club; Rotary Club
15. Authorize loans from the General Fund to Special Project Funds for the purposes of paying operating expenses until grant and contract funds can be collected and the General fund repaid. ORS 294.468	Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer
16. Designate Financial Institutions of Deposit ORS 328.441, 294.805 - 294.895	Oregon State Treasury, Local Government Investment Pool; U.S. Bank; Bank of America; Bank of the West; Washington Federal; Columbia State Bank, BMO, and Wells Fargo
17. Designate Confidential Employees	Renate Clark, Executive Assistant to Superintendent & Board Becky Beeks, Executive Assistant to the Human Resources Director Jessica Reyes, Payroll Specialist Olivia Murillo, Senior Accounting Specialist Nancy Lathrop, Senior Accounting Specialist Jennifer Whitfield, Accounting Specialist
18. Authorize purchases from Oregon Department of Administrative Services Procurement Division and federal property disposal.	Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer
19. Designate distribution of Board Agenda	Board of Directors, Board Secretary, OEA Representative(s), Columbia Gorge News, Columbia Community Connections, KACI, KIHR, KODL, District Website, Columbia Gorge ESD
20. Designate distribution of Board Minutes	Board of Directors, Board Secretary, District Website (approved)
21. Designate Local Public Contract Review Board. ORS 279A.060	North Wasco County School District 21 Board of Directors
22. Designate Signature Authorization ORS 328.441, 328.445	<u>Two Signatures – one may be an official facsimile:</u> Dr. Carolyn Bernal, Superintendent; Dan Pedersen, Chief Financial Officer; Olivia Murillo, Senior Accounting Specialist; Nancy Lathrop, Senior Accounting Specialist; and Board Chair.
23. Designate Signature authorization for Federal, State & Local Grant Applications and Acceptance of Funds	Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer
24. Designate Signature Authorization for Safe Deposit box	Dr. Carolyn Bernal, Superintendent
25. Designate Approved Alternative Schools	Columbia Gorge Community College (GED and High School Equivalent Degree as outlined in OAR 581-22-317); The Next Door, Inc.; Innovations Academy
26. Authorize expenditure in the year of receipt of grants, gifts, bequests and devises in trust for specific purposes. ORS 294.338(2)	Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer
27. Authorize expenditure of refunds received when purchased items are returned after an expenditure has been made. ORS 294.338(9)	Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer

<p>28. Authorize limited investments of funds in the investment pool by the Superintendent and Chief Financial Officer. ORS 294.810 and 294.815</p>	<p>Dr. Carolyn Bernal, Superintendent Dan Pedersen, Chief Financial Officer</p>
<p>29. As per District policy DLC: Mileage reimbursement for approved District travel using a privately owned vehicle shall be calculated at the current allowance established by the IRS.</p> <p>Per diem rates for approved meals and lodging when traveling on District business will be at the federal rate set by the U.S. General Services Administration.</p>	<p>Board of Directors</p>
<p>30. Integrated Pest Management Coordinator. ORS 634.700 – 634.750</p>	<p>Ryan Allinger, Facilities Director, or designee</p>

- *OSBA – Oregon School Boards Association
- *COSA – Coalition of School Administrators
- *OASE – Oregon Association of School Executives
- *AASA – American Association of School Administrators / School Superintendents Association
- *OASBO – Oregon Association of School Business Officials
- *OSPA – Oregon School Personnel Association
- *SHRM – Society for Human Resources Management
- *NAEN – North American Association of Education Negotiators
- *OACOA – Oregon Association of Central Office Administrators
- *GFOA - Government Finance Officers Association
- *ASBO - Association of School Business Officials
- *OSPRA – Oregon School Public Relations Association
- *NSPRA – National School Public Relations Association

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 – July 24 2025

Current as of -July 15, 2025

Licensed Staff – New Hires

NAME	POSITION	BUILDING	COMMENTS
Celia Newton	TOSA-Coordinator for Intensive & Strategic Success	District Wide	Begins July 1, 2025
Elizabeth Crews	SPED Facilitator	District Wide	Begins August 22, 2025
Caroline Goin	EL Teacher	TDMS	Begins August 22, 2025
Jordan Ray	Grade 5 Teacher	CES	Begins August 22, 2025
Samuel Carrigan	Grade 5 Teacher	CES	Begins August 22, 2025
Kara Kent	Grade 3 Teacher	CES	Begins August 22, 2025
Max Dodge-Harkins	ELA Teacher	TDHS	Begins August 22, 2025

Licensed Staff – Internal Transfer and or Hires

NAME	CURRENT BUILDING AND ASSIGNMENT	NEW BUILDING AND ASSIGNMENT
Kristal Corey	DHE/Music Teacher (Temporary 24'-25')	DHE/Media Assistant
Courtney Middleton	TDHS/ELL Teacher	DW/TOSA-TAG, EL and McKinney Vento

Licensed Staff – Resignation/Retirements/Separation of Employment

NAME	POSITION	BUILDING	COMMENTS
Jessie Kerslake	SPED Teacher-SLC	CES	Resigning June 26, 2025
Lara Dunn	Speech Language Pathologist	District Wide	Resigning July 7, 2025

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			

Administrative Staff– Request for Leave of Absence

NAME	POSITION	BUILDING	COMMENTS
N/A			

Please Note: The following information regarding 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
Dayana Valera	Maintenance I	Facilities	Began June 18, 2025
Eric Manning	Bus Driver	Transportation	Begins August 22, 2025
Leslie Gilbert	SELA	CWE	Begins August 26, 2025

ESP Staff –Transfers and Internal Hires – No Action Required

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

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
Catherine Powell	Ed Assistant II	DHE	Resigning June 27, 2025

Confidential Staff – New Hires – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

Confidential Staff – Internal Transfer and Hires-No Action Required

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

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

NAME	POSITION	BUILDING	COMMENTS
N/A			

Non-Licensed Administrative Staff – New Hires – No Action Required

NAME	POSITION	BUILDING	COMMENTS
N/A			

Non-Licensed Administrative Staff – Internal Transfer and Hires-No Action Required

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

Non-Licensed Administrative 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
N/A			

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

NAME	POSITION	BUILDING	COMMENTS
Kevin Kramer	Asst Wrestling Coach	TDMS	Resigned July 2, 2025
Carol Ritchie	Asst XC Coach	TDMS	Resigning July 7, 2025

Advertised Vacancies

Position	HRS/FTE	Building	Close Date	Comments
DLI Classroom Asst(s) 25'-26' SY	7.5 Hrs	CES	Open Until Filled	Advertised
Elementary 3rd Grade Teacher 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
DLI Kindergarten Teacher 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
Bilingual Title I Reading Specialist 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
Grade 1 Teacher (Temporary) 25'-26' SY	8 Hrs	CES	Open Until Filled	Advertised
Ed Asst IV-SELA 25'-26' SY	7.5 Hrs	CES	Open Until Filled	Advertised
Elementary 5 th Grade Teacher 25'-26' SY	8 Hrs	CWE	Open Until Filled	Advertised
Media Asst-PT 25'-26' SY	3.75 Hrs	CWE	Open Until Filled	Advertised
TOSA-Climate and Culture	8 Hrs	DHE	Open Until Filled	Advertised
Ed Assistant II	7.5 Hrs	DHE	Open Until Filled	Advertised
Nutrition Services-PT	3.75 Hrs	TDMS	Open Until Filled	Advertised
Maintenance I-FT	8 Hrs	Operations	Open Until Filled	Advertised
Ed Asst IV-SPED Assistant(s)	7.5 Hrs	Student Services	Open Until Filled	Advertised
Special Ed Learning Specialist(s) 25'-26' SY	8 Hrs	Student Services	Open Until Filled	Advertised
Principal	8 Hrs	TDHS	Open Until Filled	Advertised
ELL Assistant	7.5 Hrs	TDHS	Open Until Filled	Advertised
ELL Assistant	7.5 Hrs	TDMS	Open Until Filled	Advertised
Ed Asst II-Classroom	7.5 Hrs	TDMS	Open Until Filled	Advertised
Director of Transportation	8 Hrs	Transportation	Open Until Filled	Advertised
Bus Driver-Regular Route	6 Hrs	Transportation	Open Until Filled	Advertised
Substitute Driver (Pool)	TBD	Transportation	Open Until Filled	Advertised
Substitute SPED Bus Aide	TBD	Transportation	Open Until Filled	Advertised
Asst Football Coach 25'-26'	Seasonal	TDHS	Open Until Filled	Advertised
Asst Girls Basketball Coach 25'-26'	Seasonal	TDHS	Open Until Filled	Advertised
Head Volleyball Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Asst Volleyball Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Head Girls Basketball Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Asst Girls Basketball Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Head Football Coach 25'-26' SY	Seasonal	TDMS	Open Until Filled	Advertised
Asst Boys Basketball Coach 25'-26' SY	Seasonal	TDMS	Open Until Filled	Advertised
Head Boys Basketball Coach 25'-26' SY	Seasonal	TDMS	Open Until Filled	Advertised
Head Wrestling Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised
Asst Wrestling Coach 25'-26'	Seasonal	TDMS	Open Until Filled	Advertised



North Wasco County School District #21

Scholarship Committee – Previously Director Wynn-Elledge

The Scholarship Committee works to support academic excellence by overseeing the development, selection, and awarding of scholarships to deserving students. The committee collaborates with school administrators, community partners, and donors to ensure transparency and equity in the scholarship process and to recognize student achievement.

Community Outreach Team – Previously Director Nelson

The Community Outreach Team is dedicated to strengthening relationships between the school district and the broader community. This committee works to increase public engagement, share district initiatives, and foster two-way communication with local organizations, and stakeholders to build trust and support for public education.

Wellness Committee – Previously Director Richardson

The Wellness Committee promotes the physical, mental, and emotional well-being of students and staff throughout the district. By supporting initiatives related to nutrition, physical activity, mental health resources, and a safe school environment, the committee helps advance policies and programs that foster health and student success.

Equity Committee – Previously Director Wynn-Elledge

The Equity Committee focuses on identifying and addressing systemic barriers to success within the school district. Through collaboration with families, staff, and community members, the committee advocates for inclusive practices, equitable access to resources, and culturally responsive education to ensure all students thrive.

OSBA Legislative Policy Committee – Previously Director Richardson

* This is an elected position.

The OSBA (Oregon School Boards Association) Legislative Policy Committee provides a voice for local districts in the development of statewide education policy. As a member, the director contributes to shaping OSBA's legislative priorities, advocating for public education funding and policy at the state level.

D21 Education Foundation – Previously Director Aparicio

The D21 Education Foundation supports the mission of the school district by raising and distributing funds for innovative educational programs, classroom grants, and student opportunities. The board representative works closely with the foundation to align efforts with district goals and to promote community investment in education.

**RESOLUTION DECLARING A SERVER SURPLUS EQUIPMENT AND
DONATING THE SERVER TO THE WARDEN SCHOOL DISTRICT**

RESOLUTION 25-26-02

Whereas, a North Wasco County School District Server purchased in 2021 (Service Tag 2RNCTH3) has been removed from service, and is not compatible with other servers owned by the District or the Columbia Gorge ESD; and

Whereas, the Board has a policy stating that property no longer needed at a district site shall be made available to other school districts prior to public disposal; and

Whereas, the Warden School District in Warden, Washington will pick up the server and use it to serve their students,

Therefore, be it resolved, that the server shall be declared surplus property and donated to the Warden School District.

Adopted this 24th day of July, 2025.

Board Chair

Daniel Pedersen, CFO

NORTH WASCO COUNTY SCHOOL DISTRICT

Balance Sheet

June 30, 2025

Balance Sheet	General Fund	Reserve Funds	Federal Grants Fund	All State Grant Funds	Local Grants Fund	Special Revenue Funds	Nutrition Services Fund	Debt Service Funds	Capital Projects Fund	Internal Services Fund	District Totals
ASSETS:											
Cash & Investments	4,528,148	289,410	(267,062)	(1,107,132)	117,182	185,689	36,602	25,097	15,658	161,607	3,985,199
Accounts Receivable	484,643		282,578	726,786					12,570		1,506,577
Inventory/Prepaid expense	65,124			8,665			15,135				88,924
Total Assets	5,077,915	289,410	15,516	(371,681)	117,182	185,689	51,737	25,097	28,228	161,607	5,580,700
LIABILITIES:											
Accounts Payable	3,802,185		2,550	1,329							3,806,064
Payroll Liabilities	1,998,886										1,998,886
Deferred Revenue	466,894				30,000		16,201				513,095
Total Liabilities	6,267,965	-	2,550	1,329	30,000	-	16,201	-	-	-	6,318,045
FUND BALANCE:											
Total Fund Balance	(1,190,050)	289,410	12,966	(373,010)	87,182	185,689	35,536	25,097	28,228	161,607	(737,345)
Revenues & Expenditures: 2024-25 Year to Date											
Beginning Fund Balance	(1,064,334)	350,396	58,246	138,609	112,043	516,664	41,687	14,567	26,661	98,276	292,815
Year to Date Revenues	38,288,609	563,646	2,888,610	6,899,759	20,935	454,944	1,809,451	2,756,074	256,954	879,115	54,818,097
Year to Date Expenditures	38,414,325	624,632	2,933,890	7,411,378	45,796	785,919	1,815,602	2,745,544	255,387	815,784	55,848,257
Year to Date Net Income (Loss)	(125,716)	(60,986)	(45,280)	(511,619)	(24,861)	(330,975)	(6,151)	10,530	1,567	63,331	(1,030,160)
Ending Fund Balance	(1,190,050)	289,410	12,966	(373,010)	87,182	185,689	35,536	25,097	28,228	161,607	(737,345)

NORTH WASCO COUNTY SCHOOL DISTRICT

Expenditure Status Report For the year ending June 30, 2025

DESCRIPTION	Budget	Year to Date Expenditures	Encumbrances	Balance	% Budget Expended
100 General Fund					
1000 - Instruction	22,374,992	22,149,231	29,887	195,874	98.99%
2000 - Support Services	15,552,757	15,295,376	9,333	248,048	98.35%
5000 - Debt Service & Fund Transfers	2,305,000	969,718	-	1,335,282	42.07%
6000 - Contingency	300,000	-	-	300,000	0.00%
7000 - Unappropriated Ending Fund Balance	500,000			500,000	0.00%
Totals	41,032,749	38,414,325	39,220	2,579,204	93.62%
105 Technology Fund					
2000 - Support Services	325,000	316,331	-	8,669	97.33%
7000 - Unappropriated Ending Fund Balance				-	
Totals	325,000	316,331	-	8,669	97.33%
107 - Textbook Replacement Fund					
1000 - Instruction	400,000	238,385	-	161,615	59.60%
2000 - Support Services	25,000	22,985	-	2,015	91.94%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	
Totals	425,000	261,370	-	163,630	61.50%
110 - Vehicle Replacement Fund					
2000 - Support Services	50,000	46,931		3,069	93.86%
7000 - Unappropriated Ending Fund Balance	-			-	
Totals	50,000	46,931	-	3,069	93.86%
210 - Federal Programs Fund					
1000 - Instruction	2,872,448	2,643,509	105	228,834	92.03%
2000 - Support Services	872,171	256,435	-	615,736	29.40%
3000 - Enterprise & Community Services	98,263	33,946	-	64,317	34.55%
4000 - Capital Outlay	300,000	-	-	300,000	0.00%
7000 - Unappropriated Ending Fund Balance	-			-	0.00%
Totals	4,142,882	2,933,890	105	1,208,887	70.82%
220 - State Grant Funds					
1000 - Instruction	1,735,436	1,361,424	6,016	367,996	78.45%
2000 - Support Services	526,728	422,810	-	103,918	80.27%
3000 - Enterprise & Community Services	66,626	55,648	-	10,978	83.52%
4000 - Capital Outlay	2,234,060	443,477	-	1,790,583	19.85%
7000 - Unappropriated Ending Fund Balance				-	0.00%
Totals	4,562,850	2,283,359	6,016	2,273,475	50.04%
230 - Local Grants					
1000 - Instruction	65,179	35,388		29,791	54.29%
2000 - Support Services	36,650	10,408	-	26,242	28.40%
3000 - Enterprise & Community Services	-			-	
5000 - Debt Service & Fund Transfers	-	-		-	
Totals	101,829	45,796	-	56,033	44.97%
240 - Vocational Education Fund					
1000 - Instruction	30,000	-	-	30,000	0.00%
Totals	30,000	-	-	30,000	0.00%

NORTH WASCO COUNTY SCHOOL DISTRICT

Expenditure Status Report (continued)

For the year ending June 30, 2025

DESCRIPTION	Budget	Year to Date Expenditures	Encumbrances	Balance	% Budget Expended
242 - Enterprise Zone Funds					
1000 - Instruction	-	-	-	-	
2000 - Support Services	540,000	499,691	-	40,309	92.54%
4000 - Capital Outlay	-	-	-	-	
Totals	540,000	499,691	-	40,309	92.54%
251 - Student Investment Account					
1000 - Instruction	1,369,052	1,374,154	-	(5,102)	100.37%
2000 - Support Services	2,801,148	2,848,327	210	(47,389)	101.68%
3000 - Enterprise & Community Services	-	-	-	-	
4000 - Capital Outlay	-	-	-	-	
Totals	4,170,200	4,222,481	210	(52,491)	101.25%
252 - High School Success Account					
1000 - Instruction	707,479	798,761	105	(91,387)	112.90%
2000 - Support Services	118,349	106,777	-	11,572	90.22%
4000 - Capital Outlay	-	-	-	-	
Totals	825,828	905,538	105	(79,815)	109.65%
295 - Bus Replacement Fund					
2000 - Support Services	385,000	286,228	-	98,772	74.34%
3000 - Enterprise & Community Services	-	-	-	-	
Totals	385,000	286,228	-	98,772	74.34%
299 - Nutrition Services Fund					
2000 - Support Services	2,500	193	-	2,307	7.72%
3000 - Enterprise & Community Services	1,883,611	1,815,409	-	68,202	96.38%
Totals	1,886,111	1,815,602	-	70,509	96.26%
303 - OSBA PERS Bonds					
5000 - Debt Service & Fund Transfers	2,019,484	2,019,484	-	-	100.00%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	
Totals	2,019,484	2,019,484	-	-	100.00%
304 - Full Faith & Credit Obligation					
5000 - Debt Service & Fund Transfers	379,063	379,063	-	-	100.00%
7000 - Unappropriated Ending Fund Balance	5,937	-	-	5,937	0.00%
Totals	385,000	379,063	-	5,937	98.46%
305 - Bus Purchase Fund					
5000 - Short term debt service	348,000	346,997	-	1,003	99.71%
7000 - Unappropriated Ending Fund Balance	-	-	-	-	
Totals	348,000	346,997	-	1,003	99.71%
401 - Capital Improvements					
2000 - Support Services	10,000	4,149	-	5,851	41.49%
4000 - Capital Outlay	398,100	251,238	94,815	52,047	63.11%
Totals	408,100	255,387	94,815	57,898	62.58%
601 - Internal Services					
2000 - Support Services	462,146	350,784	-	111,362	75.90%
5000 - Debt Service & Fund Transfers	465,000	465,000	-	-	100.00%
Totals	927,146	815,784	-	111,362	87.99%
Total All Funds	62,565,179	55,848,257	140,471	6,576,451	

North Wasco County School District 21

Code: KBA-AR(1)
 Revised/Reviewed: 9/14/00; 6/23/04; 10/09/08;
 8/18/16; 2/22/18; 3/16/23;
 6/20/24; 7/24/25
 Orig. Code: KBA-AR

Public Records Request

In compliance with Oregon law the following guidelines apply to the dissemination, inspection and examination of the public records of the district:

1. A public records request shall be submitted in writing through the district office at 3632 West 10th Street, The Dalles, Oregon 97058 to ~~the Superintendent, Dr. Carolyn Bernal~~ or Executive Assistant, ~~Cindy Miller~~.
2. Upon receipt of a written request, the district shall respond within five business days¹ acknowledging receipt of the request or completing² the district's response to the request. If the district provides an acknowledgment of the request, it must:
 - a. Confirm that the district is the custodian of the requested record;
 - b. Inform the requester that the district is not the custodian of the requested record; or
 - c. Notify the requester that the district is uncertain whether the district is the custodian of the requested record.
3. If the district is the custodian of the requested record, as soon as reasonably possible but not later than 10 business days after the date the district is required to acknowledge receipt of the request as described above, the district shall:
 - a. Complete its response to the public records request in accordance with ORS 192.329(2). If the district determines that a record is exempt from public disclosure, the district will include a statement to that effect and that the requester may appeal the decision pursuant to state law; or
 - b. Provide a written statement that the district is still processing the request and a reasonable estimated date by which the district expects to complete its response based on the information currently available.

¹ "Business day" means a day other than Saturday, Sunday or a legal holiday, and on which at least one paid employee of the district is scheduled to and does report to work. Business day does not include any day on which the central administration offices of the district are closed.

²The district response to a public records request will be considered complete when it complies with criteria in Oregon law (ORS 192.329).

4. The time periods, established by Oregon law and identified above in Section 2 or 3, will not apply to the district if compliance would be impracticable because:
 - a. The staff or volunteer³ necessary to complete a response to the public records request are unavailable;
 - b. Compliance would demonstrably impede the district's ability to perform other necessary services; or
 - c. Of the volume of the public records request being simultaneously processed by the district.

In these situations, the district shall, as soon as practicable and without unreasonable delay, acknowledge a public records request and complete the response to the request.

5. The district may request additional information or clarification from the requester for the purpose of expediting the district's response to the request as permitted by law. If the district requests additional information or clarification, in good faith, the obligation to complete the request is suspended until the requester provides the requested information or clarification or affirmatively declines to provide the information or clarification. If the requester fails to respond within 60 days to a good faith request from the district for information or clarification, the district shall close the request.
6. If a copy of a public record is requested, the district will provide a single copy. If a request to inspect a public record is made and the record is maintained in a machine readable or electronic form, the custodian shall provide the record in the form requested, if available. If the public record is not available in the form requested, it will be made available in the form the record is maintained.
7. If a person who is a party to a civil judicial proceeding to which the district is a party or who has filed notice under Oregon Revised Statute (ORS) 30.275(5)(a) asks to inspect or to receive a copy of a public record that the person knows relates to the proceeding or notice, the individual must submit the request in writing to the designated custodian of district records and at the same time to the district's attorney.
8. Information will be made available to individuals with disabilities in an accessible format upon request and advance notice. Auxiliary aids and services available to qualified persons with disabilities may include large print, Braille, audio recordings, readers, assistance in locating materials or other equally effective accommodations.
9. Where the labor effort exceeds 30 minutes, labor, material and out-of-pocket charges will be charged to the requester.
 - a. Clerical Time: \$63 per hour;
 - b. Administrator Time: \$90 per hour;
 - c. Attorney Time: \$300 per hour
 - d. Printing: \$0.25 per page.

Auxiliary aids and services for qualified persons with disabilities will be available at no additional charge.

³ Staff member or volunteers who are on leave or are not scheduled to work are considered to be unavailable.

If the district has informed the requester of a permitted fee, the obligation of the district to complete its response to the request is suspended until the fee has been received by the district. If the requester fails to pay the fee within 60 days of the date they were informed of the fee or fails to pay the fee within 60 days of the date on which the district informed them of the denial of the fee waiver, the district shall close the request.