



401 N Canyon City Blvd • Canyon City, OR, 97820-6111
Phone: (541) 575-1280 • FAX: (541) 575-3614

Board Meeting Agenda

Wednesday 08/21/2024 | 7:00PM

ZOOM IN BY USING THE FOLLOWING ACCESS CREDENTIALS:

<https://us02web.zoom.us/j/2595245851?pwd=ZjFIZ2w2eDNPMmhoT1VtS0wvbk1MZz09>

Meeting ID: 259 524 5851 | Passcode: HelloGSD3

[* = supplement enclosed]

1) **PRELIMINARY BUSINESS:**

- 1.1 Call to order
 - 1.1.1 Board Attendance: ___ of 7
- 1.2 Pledge of Allegiance
- 1.3 Agenda Review
 - 1.3.1 Motion: ___; Second: ___; Unanimous: ___
- 1.4 Election Appointment of Board Chair
 - 1.4.1 Motion: ___; Second: ___; Unanimous: ___
- 1.5 Election Appointment of Vice Board Chair
 - 1.5.1 Motion: ___; Second: ___; Unanimous: ___

2) **PUBLIC COMMENTS | 3-MINUTE LIMIT:**

- 2.1 Public Forum:
 - 2.1.1 1)
 - 2.1.2 2)
 - 2.1.3 3)

3) **STUDENT BODY REPORT(S): N/A**

4) **REPORTS:**

- 4.1 Financial/Business Manager/ MJE *
 - 4.1.1 See: Board Meeting Packet – Addendum | Financial Report – June/July 2024
 - 4.1.2 See New Business 6.2 → 2024/2025 Annual Resolutions
- 4.2 Current Enrollment | Average Daily Membership (ADM) Reporting) as of last day of previous month/ JM
 - 4.2.1 Beginning September 2024
- 4.3 Current Staffing/JY/jm
 - 4.3.1 GU = 37
 - 4.3.2 HES = 41
 - 4.3.3 SES = 4
 - 4.3.4 HCCC = 8
 - 4.3.5 DO = 4
 - 4.3.6 Transportation = 6
 - 4.3.7 **TOTAL: 100**

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
Superintendent: Mark W. Witty | Website: <https://www.grantschooldistrict.org/>



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4.4 Administrator's Reports | Previous Month:

- 4.4.1 Principal, Justin Lieuallen | Vice Principal, Andy Lusco | GU *
- 4.4.2 SpEd Director, Shanna Northway | GU/HES *
- 4.4.3 Principal, Janine Attlesperger | Humbolt (HES)*
- 4.4.4 Principal, Janine Attlesperger | Seneca (SES) *
- 4.4.5 Director, Trina Fell | Humbolt Child Care Center (HCCC) *

4.5 Superintendent's Report/ Superintendent Mark Witty

- 4.5.1 Strategic Plan Implementation
- 4.5.2 NWEA MAPS training update
- 4.5.3 Executive Function Training
- 4.5.4 Hiring update
- 4.5.5 Human Resources video update
- 4.5.6 Renew America Grant | GU HVAC
- 4.5.7 Community Initiated Project – Merkley and Wyden | \$1.45M
- 4.5.8 Early Learning visitation

4.6 Construction/Capitol Projects Update/MW

5) **CONSENT AGENDA:**

5.1 Recommend Approving 06/19/2024 Board Meeting Minutes

5.2 Recommend Accepting New Hires:

- 5.2.1 Bryanna Beam, SpEd IA | Humbolt Elementary School
- 5.2.2 Fallen Lusco, SpEd IA GU/Paraprofessional | Humbolt Elementary School
- 5.2.3 Melissa VanLoo, IA | Humbolt Elementary School
- 5.2.4 Jaclyn Lopez, Online School Coordinator | Grant Union JR/SR High School
- 5.2.5 Tonia Seebart, College/Career Coordinator | Grant Union JR/SR High School
- 5.2.6 Trista Strong, Office Specialist I | Grant Union JR/SR High School
- 5.2.7 Sara Wilson, Office Specialist II | Grant Union JR/SR High School
- 5.2.8 Zane Rookstool, Interim Assistant Football Coach | Grant Union JR/SR High School
- 5.2.9 Ashleigh Romero, Cheer Coach | Grant Union JR/SR High School
- 5.2.10 Mitchel Wilson, Interim Head Football Coach | Grant Union JR/SR High School
- 5.2.11 2024/2025 COACHING ROSTER | Including Paid & Volunteer

5.3 Recommend Accepting Employment Role Transfer:

- 5.3.1 Anna Field, 7-9 grade Math | Grant Union JR/SR High School
- 5.3.2 Carrie Sullivan, Head Teacher | Seneca Elementary School
- 5.3.3 Heather Rookstool, SpEd Assistant/Office Specialist I/Librarian

5.4 Recommend Accepting Employment Role Addition:

- 5.4.1 N/A

5.5 Recommend Accepting Employment Resignations:

- 5.5.1 Taysha Humbird, IA | Humbolt Elementary School
- 5.5.2 Shiela Kowing, Secretary | Grant Union JR/SR High School
- 5.5.3 Mandie McQuown, IA | Humbolt Elementary School

Board of Directors:



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5.5.4 Zach Williams, Head Varsity Softball Coach | Grant Union JR/SR High School

5.6 Recommend Approving APRIL 2024 POLICIES BATCH | READING: 2 of 2 (action required):

5.6.1 OSBA Policy Update Guide | Vol. 69 No. 2 sch * | See: Board Meeting Packet – Addendum 1 (05/15/2024)

5.6.1.1 Required | See: Policies Packets **1/2 AND 2/2 (05/15/2024)** | “Required”

5.6.1.2 Highly Recommended | See: Policies Packet | “Highly Recommended”

5.7 Approval Consent Agenda (Entire Section): Motion: ___; Second: ___; Unanimous: ___

6) **NEW BUSINESS:**

6.1 2024/2025 Board/Superintendent Operational Agreement

6.2 2024/2025 Annual District Resolutions (14):

6.2.1 Approve Resolution #25-01 – Designating the Chief Administrative Officer of Grant School District 3 for the 2024/2025 School Year Beginning July 01, 2024:

6.2.1.1 Motion: ___; Second: ___; Unanimous: ___

6.2.2 Approve Resolution #25-02 – Designating the Deputy Clerk/Business Manager of Grant School District 3 for the 2024/2025 School Year Beginning July 01, 2024:

6.2.2.1 Motion: ___; Second: ___; Unanimous: ___

6.2.3 Approve Resolution #25-03 – Designating Co-Custodians of Grant School District 3 Fund for Fiscal Year 2024-2025:

6.2.3.1 Motion: ___; Second: ___; Unanimous: ___

6.2.4 Approve Resolution #25-04 – Designating The Budget Officer for Fiscal Year 2024-2025:

6.2.4.1 Motion: ___; Second: ___; Unanimous: ___

6.2.5 Approve Resolution #25-05 – Designating the Official Auditors for Fiscal Year 2024-2025:

6.2.5.1 Motion: ___; Second: ___; Unanimous: ___

6.2.6 Approve Resolution #25-06 – Designating the Day, Time and Place for Regular Monthly School Board Meetings, Beginning July 01, 2024 for Fiscal Year 2024-2025:

6.2.6.1 Motion: ___; Second: ___; Unanimous: ___

6.2.7 Approve Resolution #25-07 – Designating Depositories for Grant School District 3 funds for Fiscal Year 2024-2025:

6.2.7.1 Motion: ___; Second: ___; Unanimous: ___

6.2.8 Approve Resolution #25-08 – Designating the Legal Counsel to be used for Fiscal Year 2024-2025:

6.2.8.1 Motion: ___; Second: ___; Unanimous: ___

6.2.9 Approve Resolution #25-09 – Designating the Asbestos Program Manager for Fiscal Year 2024-2025:

6.2.9.1 Motion: ___; Second: ___; Unanimous: ___

Board of Directors:



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- 6.2.10 Approve Resolution #25-10 – Designating the Insurance Agent of Record to be used for Fiscal Year 2024-2025:
6.2.10.1 Motion: __; Second: __; Unanimous: __
6.2.11 Approve Resolution #25-11 – To Co-mingle Funds:
6.2.11.1 Motion: __; Second: __; Unanimous: __
6.2.12 Approve Resolution #25-12 – To Authorizing Signature for Federal/State Program Application:
6.2.12.1 Motion: __; Second: __; Unanimous: __
6.2.13 Approve Resolution #25-13 – Authorizing the Superintendent to Enter into and Approve Payments on Certain Contracts:
6.2.13.1 Motion: __; Second: __; Unanimous: __
6.2.14 Approve Resolution #25-14 – Authorizing the use of Credit Cards:
6.2.14.1 Motion: __; Second: __; Unanimous: __

6.3 Recommend Approving APRIL 2024 POLICIES BATCH | READING: 1 of 2 (No action required):
6.3.1 Optional | See: Policies Packet | "Optional"

6.4 Board Advocacy/MW

7) FUTURE CALENDAR DATES | 2024 | ALL Meetings are held at District Office, unless otherwise specified:

- 7.1.1 08/20 – Staff Continental Breakfast GU | 8:00 – 10:00AM
7.1.2 08/21 – Welcome BBQ GU | 6:00PM
7.1.3 08/21 – Board Meeting | 7:00PM
7.1.4 09/18 – Board Meeting | 7:00PM
7.1.5 10/16 – Board Meeting | 7:00PM
7.1.6 11/20 – Board Meeting | 7:00PM (subject to change)
7.1.7 12/12 – Board Meeting | 7:00PM (subject to change)

8) BOARD REPORTS:

- 8.1 KB:
8.2 M.T.A:
8.3 AC:
8.4 CL:
8.5 ZB:
8.6 WB:
8.7 JT:

9) TOTAL IN ATTENDANCE:

- 9.1 In Person: __
9.2 Via Zoom: __

10) ADJOURNED: __ PM

Board Packet posted on district web site at:
https://grantsd3.schoolsites.com/
Grant School District No.3 does not discriminate in employment, educational programs and activities, on the basis of race, national origin, color, creed, religion, gender, gender identification, sexual orientation or associational preference, age, disability, veteran status. The District also affirms its commitment to providing equal opportunities and equal access to its facilities. For additional information or assistance contact the District office at: (541)575-1280 | 401 N Canyon City Blvd, Canyon City, OR 97820-6111. For telecommunications relay services for the deaf, hearing or speech impaired call 1(800)735-2900 – thank you!

Grant School District No. 3

Board Meeting Supplements

Section 4:

Monthly Administration Reports

Grant Union JR/SR High School | July Board Meeting Report

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4.4.1

July 2024

District Mission Statement

Our Prospector Promise: A place for every student to feel support, achieve success, and learn respect.

District Vision Statement

A Place Where Every Prospector is Known, Empowered, and Ready for the World!

To: Mr. Mark Witty and Grant School District #3 Board Directors

From: Justin Lieuallen, Principal Grant Union Jr./Sr. High School

Strategic Goal #1: Recruit, train, and retain staff, able to implement, adjust and achieve excellence!

- Excluding Special Education, we have hired the following new staff:
 - Anna Fields (Math Teacher)
 - Drew Lusco (Math & Social Science Teacher)
 - Jaclyn Lopez (Online Coordinator/Teacher)
 - Sara Wilson (Office Specialist II)
 - Trista Strong (Office Specialist I)
 - Tonia Seebart (College & Career Coordinator)
 - Stephanie Riis (Behavior Interventionist)

We were very impressed with our applicant pool and are excited to support and work collaboratively with our new members of the team.

- Inservice training for all new Grant Union Jr./Sr. High School Classified staff has been ongoing since hire dates as best possible.
- Inservice training for all new Grant Union Jr./Sr. High School Certified staff took place August 13th-15th (Technology, logins, handbooks, evaluation, Synergy)
- Inservice training for all Grant Union Jr./Sr. High School staff will place August 19th-22nd, which will include:
 - Welcome Back, Staff Introductions, Announcements
 - Insurance, Leave System
 - First Aid/CPR Trainings

Strategic Goal #2: Create a student focused environment where each student is known and prepared for success in life!

- We're planning for a new focus on executive functioning skills and expect a continued focus on the core Advancement Via Individual Determination (AVID) strategies which are Writing, Inquiry, Collaboration, Organization and Reading (WICOR).

Grant Union JR/SR High School | July Board Meeting Report

4.4.1

- Master schedule and student schedules have been designed to best serve our students' needs and their interests and passions.
- Many of our students have already met with our College & Career Coordinator to look at appropriate pathways and course schedules.
- Shanna Northway has been researching platforms that will allow us to store, update, and share student success plans.
- A group of staff attended the AVID Summer Institute where we had the opportunity to discuss measurable student goals for the High School which include students being on track to graduate and progress toward post secondary career goals.
- We've adopted a new name for our student advisory group which will be called PRIDE. PRIDE will take place during 5th period and is 30 minutes in length. During PRIDE students will access learning experiences related to AVID which include Social Emotional Learning and Career Exploration.

Strategic Goal #3: Positive perceptions, community ownership and support for our district's facility improvements!

- Our the structure and functioning of our building continues continues to improve thanks to the dedicated efforts of our project and maintenance managers. The newly installed windows on the east side of the building and the in-process installation of a new HVAC system will strongly enhance the Grant Union Jr./Sr. High School learning and working experiences.
- The newly created work spaces for our Library/Commons Manager, Sp. Ed. Director, College & Career Coordinator and Behavior Interventionist will ensure improved support for our students.
- Our newly remodeled Library/Commons area is nearing completion and has been a wonderment to all who have witnessed its creation. This will be a great location for students and staff to congregate and collaborate for both relaxing and learning opportunities.
- District wide staff T-shirts have been ordered for staff to wear at our Welcome Back BBQ which will take place on Wednesday, August 21st at 6pm.

Athletic Update:

August 19- First Practice for HS Teams (Football, Volleyball, Cross Country, Soccer & Cheer)

August 21- Welcome Back BBQ (6:00)

August 26- First Practice for JH Teams (Volleyball, Football, and Cross Country)

First Contests:

August 30- Football vs. Mac-Hi (Cheerleading back on the sidelines!)

August 31- Volleyball Home Tournament

September 5- Soccer vs. Four Rivers

September 6- JH Football and JH Volleyball vs. Elgin

September 7- HS Cross Country at Pendleton

September 13- JH Cross Country at Union

Homecoming is the week of October 7-12.

July 2024

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District Mission Statement

Our Prospector Promise: A place for every student to feel support, achieve success, and learn respect.

District Vision Statement

A Place Where Every Prospector is Known, Empowered, and Ready for the World!

To: Mr. Mark Witty and Grant School District #3 Board of Directors
From: Shanna Northway, Special Programs Director

Strategic Goal #1: Recruit, train, and retain staff, able to implement, adjust and achieve excellence!

- It was a very busy summer of hiring in the SPED department. We have currently hired a total of 5 new instructional assistants and still have 2 vacancies to fill. I was very impressed with our applicant pool and am looking forward to working with our new hires
- Inservice training for all SPED staff will take place throughout the week of August 19th.
- All SPED Aides will participate in a Paraprofessional training on August 23rd hosted by the Grant ESD.
- Training on IEP/504 development, data collection, and implementation was provided to all new certified staff on 8/14/24.
- Mark and I have identified a company that specializes in training teachers Executive Functioning Skill implementation. We are currently working to schedule professional development opportunities for our staff.
- Heather Rookstool has been transferred to server our department as our SPED Secretary. We have been working hard to get her trained on Synergy and Synergy SE.

July 2024

Strategic Goal #2: Create a student focused environment where each student is known and prepared for success in life!

- Our Grant Union Jr/Sr high SPED staff has developed individualized course schedules to meet the needs of every student in our program.
- Many of our students have already met with our Career Coordinator to look at appropriate pathways and course schedules.
- Many of our students have already met with our Career Coordinator to look at appropriate pathways and course schedules.
- I have been researching platforms that will allow us to store, update, and share student success plans.
- Our first round of annual IEP's are set for September 11th.

Strategic Goal #3: Positive perceptions, community ownership and support for our district's facility improvements!

- I have moved into my new office space in the Commons at Grant Union Jr/Sr High School. The space is really well done and is going to greatly improve our functionality.
- District wide staff T-shirts have been ordered for staff to wear at our Welcome Back BBQ.

July 2024

District Wide Caseload/Staffing

Humbolt 504	2
GU 504	13
GU IEP	41
Humbolt IEP	44
Seneca IEP	2
Students in Evaluation	2

Admin	1 FTE
Support Staff	.5 FTE
Certified	5 FTE
Classified	13 FTE



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H.4.3

August 2024 Board Report for Humbolt Elementary School

District Goals

- **Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!**
 - We recruited two new teachers: Paige Lamb - 5th grade and Jennifer Smoot - 3rd grade.
 - We recruited two new instructional assistants: Shelby Sheets and Brooklynne Rhinehart
 - We received two in-district transfers: Amy Hunt - Title IA and Tina McCormick - 4th grade.
 - Staff reassignments include: Andrea Ashley from 4th grade to 6th grade, Kristal Hansen from 3rd grade to 4th grade, and RC Huerta from 6th grade to Dean of Students.
 - We are currently recruiting for Office Specialist I, Librarian, and three Special Education aides.
 - New teachers attended New Teacher Inservice and received individualized training and support.
 - Teachers and instructional assistants will be receiving training in:
 - student behavior and problem-solving
 - reading and math academic screeners
 - data management and data-based decision making
 - Twig science curriculum
 - MAP performance and growth assessments
 - Aesop absence management
 - First aid/CPR
 - supporting students with Autism Spectrum Disorder
 - Humbolt certified staff retention rate: 95% (100% at the district level due to staff reassignments)
 - Humbolt classified staff retention rate: 71%
- **Goal II: Create a student-focused environment where each student is known and prepared for success in life!**
 - Staff strategically placed each student in classes to match teaching styles with learning styles and provide heterogeneous groupings that enhance student learning.
 - Student and staff handbooks were updated to reflect new district goals.
 - Counselors and Dean of Students mapped out instructional plans to address the social-emotional needs of each student.
 - Title IA teacher prepared intervention curriculum and data analysis templates to ensure all academic needs are identified swiftly and addressed effectively.
 - Response to Intervention Data Meetings were scheduled every 6 weeks to monitor student progress.
 - The Master Schedule was revised to allow flexibility for student-directed and play-based learning.
 - Teachers are lesson-planning and scheduling field trips and student clubs.
- **Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!**
 - The custodial and maintenance staff have been busy cleaning, repairing, and upgrading Humbolt facilities to create a welcoming environment.
 - The HVAC system has been installed in the lower building to provide reliable heating and cooling.
 - An Outdoor Classroom was constructed to provide an outdoor learning environment and optional covered area during recess.
 - The Playground and Greenhouse are under construction and scheduled for completion in September.
 - The security fence and gate are completed and ready for automated keycard entry.
 - The ReFocus Room will reopen to provide large and small motor movement breaks for students.

Recent/Upcoming Events

- | | |
|---|---|
| ○ 8/13-8/15: New Teacher Orientation | ○ 8/21: Back to School Night & District BBQ |
| ○ 8/19-8/23: Teacher Inservice | ○ 8/26: First day of school |
| ○ 8/20 and 8/22: Classified Staff Inservice | ○ 9/2: Labor Day - No School |



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Humbolt Child Care Center

329 N Humbolt St | Canyon City, OR 97820-6123

Phone: (541) 575-1280 Ext: 3155

June 2024 Report | August 2024 Board Meeting

Staff Report (8):

- Director (1) | Trina Fell
- Teachers (2) | Ashley & Cassi
- Teacher's Assistants (3) | Brilynn, Bryanna, Emelie
- Substitute Teacher (1) | Sophia
- Substitute Teacher Assistant (1) | Stacey

Enrollment (21):

- Breakdown of Children Enrolled
 - School Age: 3
 - Preschool: 7
 - Toddlers: 4
 - Infants: 7

Financial Report | this report is a rough draft | banking financial ledgers will be ready at a later date:

- Income: \$13,780.00
- Payroll: <\$29,761.96>
- Expenses: <\$ 1,428.96>
- Bottom Line: <\$17,410.92>

Summary of Care: Current building could service max of 8 infant spots, 10 toddler spots, and 20 preschool/school age spots. This would require 8 staff (3 teachers, 3 Aides, 1 Float, 1 Director). Due to grants accepted: infant/Toddler Classrooms are Licensed by the Department of Early Learning and Care (effective August 18th 2023) and the Preschool/School Age Classroom may operate under the umbrella of the school district without being licensed by the state.

Mission Statement: Humbolt Child Care Center's mission is to provide high quality care in a safe, interactive, and nurturing environment for children while supporting the peace of mind and scheduling needs of our communities working and educating parents. Our center strives to offer a balanced and hands on approach in supporting the social, emotional, cognitive and physical needs of each child while they work and play. Our team is intentional in their support, communication, and inclusiveness in their daily practices to help each child reach their maximum potential.

Special Note: The contents of this report are based on data and financial figures, as of the last day of the previous month.

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor



Humbolt Child Care Center

329 N Humbolt St | Canyon City, OR 97820-6123

Phone: (541) 575-1280 Ext: 3155

July 2024 Report | August 2024 Board Meeting

Staff Report: (7)

- Director (1) | Trina Fell
- Teachers (3) | Ashley & Cassi & Brilynn
- Teacher's Assistants (1) | Emelie
- Substitute Teacher (1) | Sophia
- Substitute Teacher Assistant (1) | Stacey

Enrollment: (24)

- Breakdown of Children Enrolled
 - School Age: 6
 - Preschool: 8
 - Toddlers: 4
 - Infants: 5

Financial Report | this report is a rough draft | banking financial ledgers will be ready at a later date:

- Income: \$10,963.00
- Payroll: <\$27,531.46>
- Expenses: <\$ 789.49>
- Bottom Line: <\$17,357.95>

Summary of Care: Current building could service max of 8 infant spots, 10 toddler spots, and 20 preschool/school age spots. This would require 8 staff (3 teachers, 3 Aides, 1 Float, 1 Director). Due to grants accepted: infant/Toddler Classrooms are Licensed by the Department of Early Learning and Care (effective August 18th 2023) and the Preschool/School Age Classroom may operate under the umbrella of the school district without being licensed by the state.

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Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor

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Grant
SCHOOL DISTRICT #3

401 N CANYON BLVD
CANYON CITY, OR 97820-6111
PH: (541)575-1280
FX: (541)575-3614

August 2024

RE: Capital Project Action Items & Progress Update

The Grant Union HVAC project is moving forward with value engineering and bidding. The project is currently estimated to cost \$3.4 million, based on three bids received (two for electrical, one for HVAC).

GRANT UNION HVAC DISCUSSION

- CB Const, Inc. (La Grande, OR) is currently working on the design and has received bids for the electrical and mechanical parts of the Grant Union HVAC project.
- The estimated project cost is \$3.4 million.
- We plan to use remaining ESSER funds (before September 30th) and other grants/district funds to finance this project.
- We have been selected for a federal grant (Renew America's Schools).

FEDERAL GRANT (RENEW AMERICA'S SCHOOLS)

- The grant has been awarded to the Oregon Department of Education and seven other agencies, including John Day SD3/Grant SD.
- The Oregon Department of Education is handling the grant administration and is currently completing the acceptance paperwork.
- The Oregon Department of Education, along with Community System Solutions (CSS) and SMART Local 16, will continue to work with us throughout the grant process.

GRANT PHASES:

- Phase 1: Full energy and building audits at each school to identify potential work and costs.
- Phase 2: Design and permitting for selected projects (focused on air quality and renewable energy).
- Phase 3: Up to \$500,000 per school for eligible projects, plus federal tax credits and other incentives. CSS and SMART 16 will work with the Oregon Department of Education to find additional funding.

SUMMARY

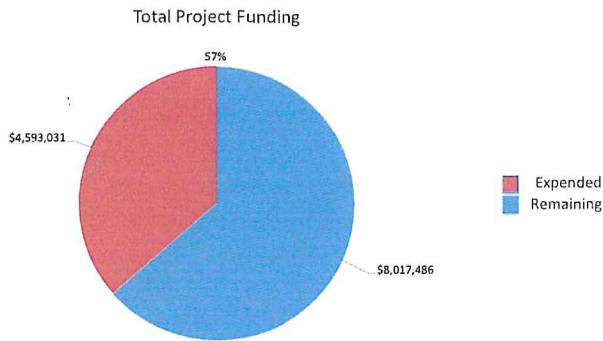
We believe pursuing the federal funding is beneficial and could save the District \$500,000. However, we still need to use \$350,000 of our ESSER funds by September 30th. We are adjusting the construction schedule to see if we can break out specific parts of the project to meet this deadline.

Grant School District 3
Project Tracker

Monday, August 12, 2024



Project	Project No.	Funding Source	Start Date	Months in Progress	Work Status	Budgeted Cost	Current Spend	% Expended
Greenhouse/Chicken Coop	2024-XX	Fund 400 - Cap Projects	Jun-24	2	In-Progress	\$0	\$0	0%
GU Courtyard	2024-XX	Fund 400 - Cap Projects	Jun-24	2	In-Progress	\$113,850	\$0	0%
Grant Union HVAC	2023-04	ESSER III	Jul-23	14	In-Progress	\$2,335,000	\$70,150	3%
District Maintenance Facility	2023-05	Fund 400 - Cap Projects	Sep-23	12	In-Progress	\$268,783	\$68,207	25%
GUHS Replacement Feasibility Study	2022-04	DAS HB5202	Jul-22	25	In-Progress	\$250,000	\$102,634	41%
PA System	2024-01	Fund 400 - Cap Projects	Jan-24	7	Completed	\$52,488	\$27,488	52%
Humbolt Playground Equipment	2023-03	ESSER II/III	Sep-23	11	In-Progress	\$351,953	\$187,278	53%
GUHS Student Commons	2023-02	ESSER III & Brownfield Grant	May-23	15	In-Progress	\$363,900	\$208,005	57%
Humbolt HVAC	2022-02	DAS HB5202	Jul-22	26	In-Progress	\$1,198,441	\$846,197	71%
Pressbox @ 7th Street	2022-05	Fund 400 - Cap Projects	Dec-22	21	Completed	\$141,300	\$141,300	100%
Humbolt Seismic - Phase 2	2022-01	Business Oregon Seismic Grant	May-21	32	Completed	\$1,286,347	\$1,286,347	100%
Grant Union Roof Repairs (Seismic)	2022-03	DAS HB5202	Jul-22	14	Completed	\$1,089,877	\$1,089,877	100%
School District 3 Fencing	2023-01	SIA & Fund 400 - Cap Projects	Jun-23	7	Completed	\$284,878	\$284,878	100%
Humbolt Paving	2023-06	Fund 400 - Cap Projects	Aug-23	3	Completed	\$98,865	\$98,865	100%
GU Paving	2023-07	Fund 400 - Cap Projects	Aug-23	3	Completed	\$35,670	\$35,670	100%
Humbolt SpED	2023-08	Fund 400 - Cap Projects	Jul-23	3	Completed	\$15,947	\$15,947	100%
Building Access & Security	2023-09	Fund 400 - Cap Projects	Sep-23	12	Completed	\$130,187	\$130,187	100%
Total All Projects (Sum/Avg./In-Progress)	17			12	8	\$8,017,486	\$4,593,031	57%



Fund 400 - Capital Projects (District Funds)	
Total	\$3,789,410
Expended	\$999,013
Remaining	\$2,790,397
% Remaining	74%

DAS HB5202 Grant Funding	
Total	\$2,250,000
Expended	\$2,038,708
Remaining	\$211,292
% Remaining	9%

SEISMIC Grant Funding	
Total	\$1,089,877
Expended	\$1,089,877
Remaining	\$0
% Remaining	0%

ESSER II/III Grant Funding	
Total	\$888,199
Expended	\$465,433
Remaining	\$422,766
% Remaining	48%

Monday, August 12, 2024		Grant School District 3 Project Updates			Project Schedule		
					Start	End	Months
GUHS	Student Commons	Construction nearly complete. Finishing graphic artwork. Metal frames and doors are being fabricated. New glass has been ordered for all the bookcases. We need to hang the steel feature in the center.	Sep-23	Sep-24	14		
	GU HVAC	CM/GC Contract awarded to CB Const. who is sub-bidding the various components; GMP pending. Construction tentatively scheduled for next summer. District has been awarded a federal funding grant that would likely push construction of the final HVAC to 2026, but electrical and site work can begin next year.	Jul-23	Aug-26	39		
	Maintenance Building	Permits issued; construction to begin in August.	Jul-23	Dec-24	18		
	Feasibility Study	In progress; final site selected and team is working on the site design plans.	Jul-22	Jun-25	37		
	GU Window Replacement	Installation scheduled for week of August 12.	Jun-24	Aug-24	3		
	GU Courtyard	Paving scheduled for week of August 12.	Jun-24	Aug-24	3		
Humbolt	Humbolt HVAC	Classrooms and administration areas up and running; need to complete lunchroom and do the commissioning and balancing.	Jun-23	Sep-24	17		
	Playground Equipment	Equipment ordered; Scheduled to ship in August and will be fully operational by end of Month; Poured in Place (PiP) scheduled for August 27 and 28.	May-24	Jul-24	3		
	Greenhouse/Chicken Coop	Contractor walkthrough held in June; Bids due w/in two weeks. Construction scheduled for July and August.	Jun-24	Aug-24	3		
	Landscaping/Irrigation	Repairs to irrigation system and new landscaping are in progress.	Jun-24	Aug-24	3		
Completed Projects	PA System	Completed August 2024.	Jun-24	Aug-24	3		
	Fencing	Completed fall 2023.	Jun-23	May-24	12		
	Access Control & Rekeying	Completed in May 2024.	Nov-23	May-24	7		
	7th Street Crow's Nest	Completed in April 2024.	Oct-23	Apr-24	7		
	Seismic	Completed in December 2023.	Jun-23	Dec-23	7		
	Rekeying	Completed in February 2024.	Nov-23	Dec-23	2		
	East 7th Street Parking	Completed first week in November 2023.	Oct-23	Nov-23	2		
	GU Pavement Resealing	Completed in October 2023.	Aug-23	Oct-23	3		
	Humbolt ADA Concrete	Completed in October 2023.	Aug-23	Oct-23	3		
	Seismic (Roof Repairs)	Completed in September 2023.	Jun-23	Sep-23	4		
	GU Staff Room	Completed in August 2023	Jun-23	Aug-23	3		
Humbolt Pavement Reseal	Completed in August 2023.	Aug-23	Aug-23	1			
	Humbolt SpED Remodel	Completed in November 2023.	Aug-23	Aug-23	1		

Grant School District No. 3

Board Meeting Supplements

Section 5:

Consent Agenda



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1/24
5.1

Board Meeting Minutes

Wednesday 06/19/2024 | 7:00PM

ZOOM IN BY USING THE FOLLOWING ACCESS CREDENTIALS:

<https://us02web.zoom.us/j/2595245851?pwd=ZjFIZ2w2eDNPMmhoT1VtS0wvbk1Mz09>

Meeting ID: 259 524 5851 | Passcode: HelloGSD3

[* = supplement enclosed]

1) **PRELIMINARY BUSINESS:**

- 1.1 Call to order: **7:00PM**
 - 1.1.1 Board Attendance: **7 of 7; JT via Zoom**
- 1.2 Pledge of Allegiance
- 1.3 Agenda Review/Approval with the following **bold** additions/handouts under: **4.4.3; 4.5; 4.6.7; 5.4.1; 5.4.2; 5.5.6; 5.6.3; 6.8; 6.1.1.2**
 - 1.3.1.1.1 Motion: **AC**; Second: **KB**; Unanimous: **7:0**

2) **PUBLIC COMMENTS | 3-MINUTE LIMIT:**

- 2.1 Public Forum: **0**

3) **STUDENT BODY REPORT(S): 2024 State Softball Champions/ May present in person at a later date; check out KJDY'S Coffee Time Presentation: <https://omny.fm/shows/coffee-time/june-11-prospector-softball>**

4) **REPORTS:**

- 4.1 Financial/Business Manager/ MJE *
 - 4.1.1 See: Board Meeting Packet – Addendum | Financial Report – May 2024
 - 4.1.2 See New Business 6.4 AND 6.5 → 2024/2025 Budget Hearing and Actions
 - 4.1.2.1 **Next audit 10/23/2024. Employment contracts distributed with calendars to all employment groups. I completed a payroll clean-up today. I have hired another full-time staff member for my office.**
- 4.2 Current Enrollment | Average Daily Membership (ADM) Reporting) as of last day of previous month/ JM *
- 4.3 Current Staffing/JY/jm
 - 4.3.1 GU = 37
 - 4.3.2 HES = 41
 - 4.3.3 SES = 4
 - 4.3.4 HCCC = 8
 - 4.3.5 DO = 4
 - 4.3.6 Transportation = 6
 - 4.3.7 **TOTAL: 100**
- 4.4 Administrator's Reports | Previous Month:
 - 4.4.1 Principal, Jay Hummel | Vice Principal, Andy Lusco | GU *: Discussion ensued later in the meeting, during "New Business" segment about publishing the new student schedule for the 2024/2025 school year. No

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date was provided, but assurance that this project is in progress through new Principal Lieuallen and Amy [Hunt], following up behind Principal Hummel.

They've done all the groundwork. There's just a couple of choices. Jay could make the final decision, but because Principal Lieuallen is coming aboard and taking over for Principal Hummel, the final decisions for our student schedules will have to be in Mr. Lieuallen's hands. (MW)

- 4.4.2 SpEd Director, Shanna Northway | GU/HES *
- 4.4.3 Principal, Janine Attlesperger | Humbolt (HES)*
- 4.4.4 Principal, Janine Attlesperger | Tina McCormick, Head Teacher | Seneca (SES) *
- 4.4.5 Director, Trina Fell | Humbolt Child Care Center (HCCC) *

4.5 8th and 11th Grade Assessment Data/Mr. Matt Jones (see hand-out) *: It's kind of an annoyance to me is that people don't see that the state test is at a college level, not basic skill at the junior level. And if it was just an efficiency test, you'd expect to see what we saw earlier, before this latest version of the state test was prior to COVID – typically about 35% meet the standard across the state.

Then prior to my retirement, our school always scored about 45% which is 29% of the state percentage. After I came back, our district scored 53% the last two years.

I've compared that to the 45% that I knew prior, and for the last few years. You can expect that with a small district. You can have like an 18% swing, depending on the class that comes through. Sometimes you have to do sharp loops, so you can expect an 83% swing above or below. Our district students post-COVID is 52%; the state post-COVID is 21%, which is 153% better than the state.

That was mainly what I wanted to talk about. The last few years, we looked pretty good. Like above state average by 150%.

As administrative leaders our first and foremost job is trying to hire really quality people, enabling you to walk away, while letting them take the lead and do really good work. (MW)

Matt [Jones] does a phenomenal job building relationships with students and then getting them excited about learning. Micah has done a good job, as well. (MW)

My opinion is there's been a permeation of attitude from the Oregon Department of Education all the way through. Determining that we're not equitable, so we shouldn't be pressing kids. That was the attitude that came through with COVID. All students do not have the same situation. Not everybody can have the same computer or the Wi-Fi or the parent. (MW)

As Principal at McKenzie School District I received advice from Superintendent Jim Howard, that the worst thing you can do for anybody is provide all the supports possible, then not hold them accountable to higher standards. (MW)

In my opinion, the state is seeking to equalize all students, ultimately consigning students you don't believe in. You've got to believe in every single kid that walks through and I just fear that the state has moved to a point where their only mantra is equity. I'm not opposed to equity, but we must not utilize that to start lowering and

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diminishing standards. (MW)

I made a mistake by not letting Maddie opt out, because it had no value. But how much of this percentage on the state level do you think is a result of so many kids opting out because it has no value? (ZB)

It's pretty high, especially in higher education towns, like Corvallis, Eugene and Lake Oswego. (MW)

I think we're doing really good. But I would argue and continue to push for the notion that we start controlling our own data, our own systems, K-12. The state's going to change again, I'll guarantee it, they're going to change again. If we have solid data that are up to the standards that we believe in, that we built, we'd be a lot better off. And then when we get to junior and senior year, maybe instead of taking a MAPS test, maybe they take college entrance exam, SAT, ACT, or the college entrance exam. (MW)

They'll determine, like in MAPS case, are you ready for college algebra or not? That's critical. It's good for our programs to know if a student is an Algebra 2 student, as an Algebra 2 student potentially would have the skill set to do college level work, potentially. We would want them to take another year of math. It would be useful information for you as a parent, and for us as a school, if we know we're prepping that in. (MW)

We're going to spend time August, September and October looking at different data, trying to determine what would really be useful for family, students, and the school to improve our program. Matt was highlighting one of his students, and I thought he'd be good if the board saw the good work that he's doing. (MW)

We need to stand by standards and really push them, providing every support possible for each student. Otherwise, you're doing a disservice to students, families and parents. We need to work with them to get them on board with standards. Getting A's, great. Those A's better mean something, or it's not good at all. (MW)

Knowing the curriculum, as we work through this process and collaborate with staff, I think the data points, year after year after year after year, would be useful. There might be another data point that we might want to look at for CTE programs. These higher technical fields require high-level skill sets – one doesn't earn \$120K without these skill sets (MW)

Set high standards, help the students get there, then bring parents along to help them realize: 'Yes, your students can do this, but it will take some work.' (MW)

4.6 Superintendent's Report/ Superintendent Mark Witty

4.6.1 Early Learning Center – Community initiated project | Business Oregon child care infrastructure

4.6.1.1 Site visit grant/ Early Learning Center: We put forth one grant, Community Initiative Project, \$1.47 million, through Senator Markley's office. Two weeks ago, and it is moving through the process for potential award, and I feel pretty good about it, because early learning is a huge push within the federal government and state governments.

Then two weeks ago, I bumped into the Business Oregon Child Care Infrastructure Grant, \$25 million, for infrastructure projects for early learning. We are not applying this year, but we will apply next spring because at that time we'll know if we have the \$1.47M. With that then if we can snag a Ford Family Foundation – Oregon Community Foundation, JCTF Foundation grant, those could pile in to be in another \$400G. Which then could create matching funds to leverage

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the Oregon Child Care Infrastructure Grant.

Furthermore, we could get up to potentially \$2 million in matching from this infrastructure. I feel really positive about that one, because when I called the group that's providing this grant, they were thrilled to death that somebody from Grant County was this far along the road to be knocking on their door. She stated that 'just two days before, they had the big powwow meeting, and they said Grant County was called out as a place they wanted to make sure and get some investment.' So they were thrilled. I will maintain contact with them.

- 4.6.2 Preschool Promise Grant: Jeanine wrote it with help. Kitman Kienzle and Trina Fell were key people in helping us write this grant, as they know this system well. We have been guaranteed four slots at \$15K per slot. We applied for ten slots, and we're on a waiting list for six. We should know mid-August.

We have made contact with Sean Reynolds, recommended by Mary Jo. He helped us write a \$5K grant to hire him to look at our books and really sit down and try to identify how we can make our child care center as productive and cost effective as possible. Sean will continue to work with us throughout the process. I believe we are in good hands as he is experienced and sharp.

- 4.6.3 Open employment positions to date: We have hired a head cook. We had several, qualified individuals that brought a lot to the table. We selected Alesa Smith – she is good with kids and her reference checks were impeccable.

Here is where we're challenged: we're looking for an online teacher; we have potential candidates in sight. Seneca Elementary School needs to fill two positions, Head Teacher and Teacher. We are advertising in ways that I've never considered before. We are marketing in Oregon as we always have. We will be looking into Indeed, military avenues for marketing, potentially finding someone that may want a second career, following retirement.

We will be initiating marketing with Teach Rural | <https://iamaruralteacher.org/jobs>, a national, exclusive, rural schools employment marketing network. Then Janet is working hard to join in the employment marketing effort by targeting surrounding states, such as ID, MT, NV, northern CA, WA, and Alaska. We are adding Alaska because there may be someone that has completed their five years, they're vested, and now they want to come down to the lower 48. There's a lot of rural aspects in those states. We are, and will continue to, market all ways possible, to find and invite the best candidates aboard. We are using Facebook's boosting feature (for a reasonable cost), in regions outside our own, such as: I-5 corridor, WA and ID. Janine [Attlesperger] remains hopeful and positive, I do too, because some of the best, past candidates have popped up at the last minute.

- 4.6.4 Certified Licensing: Certified Teacher data is being collected for each building and each principal has received these reports, so we have this in place before everyone leaves for the summer, so when our administrative team returns for the new school year, they will know their staffing status. This will also serve to assist our teachers to identify where they are educationally, and can make a plan and work toward earning their teaching license, as the new school year commences. Jana has done a good job of getting that data entered into a spreadsheet necessary for administrators and teaching staff members to track progress. Frankly, if we don't see progress on that plan, I am telling them I'm going to open up

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their position. They can apply for it, but I'm going to open up their position.

- 4.6.5 Strategic Plan Guide update/presentation *: You have a hard, bound copy at your table. Janet has spent a ton of time putting this together. It really incorporates pretty much every aspect that we went through, during the building process. August 1st, the admin team's going to spend all day working with Studer. We're going to nail down what our next steps are to get this thing implemented and in action. It's going to take a period of time to reach a point where every student has a personal education plan. There's a lot of fundamental pieces that we've got to put together. Certified staff and the board support of getting 12 more Fridays for our 2024/2025 School Year gives us the time to work on this material, so everybody knows what they're doing. Without that, we would struggle with moving this plan forward.

You may have seen a card going around for Jerry Colonna. He did pass away, so it's for his family. It was an honor for me to be able to work with him. You know, we were the last group that he had.

- 4.6.6 COSA Conference Presentation: For the COSA conference, I did send each of you what Shanna and Jay put together on your email, the presentation they're going to be doing down at COSA.

It's pretty phenomenal guys. The kind of turnaround that we saw with our 7th grade class. I shared with you a story by Jake Arnold, an OSBA reporter's story: Immediate Support Rescues Seventh Grade Class (<https://osba.org/immediate-support-rescues-seventh-grade-class/>), a very worthy read about students' hard work and success, and this pretty good press for us, demonstrating that Grant School District 3 is heading in the right direction.

- 4.6.7 Retirees Celebrated: Larry Pierce (MW); JoAnn Humphrey (SN), both presented with monogrammed Pendleton Wool blankets. These are pretty nice. They're a bit of a step up from what we've done in past times. I hope the board's comfortable with that. I just think when somebody puts in a lot of time, a useful and memorable gift is truly best. When I retired from Grant Union I was gifted a Pendleton blanket and every time I use it, I remember my time as the principal at Grand Union.

LARRY PIERCE | Mark Witty: Larry has worked for us for four years. Good guy, very committed. If Sharon were here, she would say the same. He was counting down the days to official retirement for the last three months, or so, because his last driver day, he went home, climbed into his motor home with his wife and took off for about a four month trip.

They're pretty excited to get out on the road and go see family. Larry did good by the district. He's such a friendly and positive individual that certainly enjoyed working with him, and he WILL be missed.

JOANN HUMPHREY | Shanna Northway: Joanne worked for the district for 20 years. She took leave about midway through the year this year. She's tending to her health for a few years. Joanne is amazing. She's one of those aides that was not an aide. That was her title, but she was another teacher in our department.

She is one of those people that holds students to very, very high expectations and standards, but builds really, really strong relationships with them. Often these don't go hand in hand, when you're holding students accountable and pushing them, reaching goals that are necessary.

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Joanne has the ability to really build strong relationships with students. She was also a peacemaker for our Special Ed staff at Humboldt. She could walk into chaos of escalated students and stressed staff during a long day, and would turn everything around, assuring that everything will be okay and tomorrow will be a better day.

Her position may be hard to fill. She's probably one of the strongest writing instructors that I have the pleasure of working with. She, for whatever reason, especially with kids on IEPs with writing goals, she could get them to turn around. Like she could teach any kid that you put in front of her how to write and structure and spell and grammar and punctuate and all the things.

Joanne was one of those folks that didn't draw attention to herself. But if you look back, you realize that she made everybody else's path easier. She just had that grace about it. (MW)

- 4.7 Construction/Capitol Projects Update/MW: We are on track with the commons. I would encourage you take a look when you can, to see how it's looking. HVAC at Humboldt this coming fall. New playground equipment coming in for Humboldt.

The greenhouse plan is coming together. The courtyard at GU is getting torn up as we speak, we will get that cleaned up and then move forward making that a nice space.

Great news was received today was from CB Construction, Troy Farrell (sp), project manager for CB regarding our HVAC at GU. He studied the designs and they've come up with several ways to, potentially, save some substantial money, \$200,000 to \$300,000. He inquired about the electrical upgrade and its cost. I explained it was due to the old gym causing an obstacle. He recommended propane for the old gym, alleviating the need for an electrical overhaul, saving the district significant money, and the outcome doesn't change. Troy will be working with the engineer to make the necessary adjustments.

The chicken coop is coming along. It will be named: Janine Attlesperger Chicken Coop. Students from GU will pour the cement. Marcus Teague's student team will build the chicken coop outside and then we're going to haul it over and set it down.

I love those kind of projects where the students are actually doing the building. I believe we ought to do a cement project every year with a group of students, so they get that experience, as we always got places for cement. If we ask students, with their instructors doing the work, it extends the students a great opportunity for experience and it saves money too.

- 5) **CONSENT AGENDA:** Okay. Item five, consent agenda, keeping in mind that we added at the beginning of the meeting, we modified it to include the personnel action forms that were set up in front of us. (WB)

- 5.1 Recommend Approving 05/28/2024 Budget Committee Meeting Minutes
- 5.2 Recommend Approving 05/15/2024 Board Meeting Minutes
- 5.3 Recommend Accepting New Hires:
 - 5.3.1 Alesa Smith, Head Cook | GU
 - 5.3.2 Paige Welch, 5th Grade Teacher | HES
 - 5.3.3 Randy Mooney, Temp Summer Custodial/Maintenance | District
 - 5.3.4 Rolando Moreno, Temp Summer Custodial/Maintenance | District
 - 5.3.5 Earnest Shorts, Temp Summer Custodial/Maintenance | District

6 | 2024-0619 Board Meeting Minutes
Approved/web-posted: 08/23/2024

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- 5.4 Recommend Accepting Employment Role Transfer:
 - 5.4.1 **RC Huerta, Dean of Students | HES**
 - 5.4.2 **Sharon Flory, Role Transfer to Bus Driver | District Office**
 - 5.5 Recommend Accepting Employment Role Addition:
 - 5.5.1 Andrea Ashley, Summer School Teacher | HES
 - 5.5.2 Andrea Combs, Summer School Teacher | GU
 - 5.5.3 Amy Hunt, Summer School Teacher | HES
 - 5.5.4 Kelli LaFramboise, Summer School Director | District
 - 5.5.5 Heather Rookstool, Summer School DVA Aide | District
 - 5.5.6 **Dennise Blevins, Temporary Summer Custodial/Maintenance | District**
 - 5.6 Recommend Accepting Employment Resignations:
 - 5.6.1 Chris Beil, JV/V Girls Basketball Coach | GU
 - 5.6.2 Trista Cox, Athletics/Attendance Secretary | GU
 - 5.6.3 **Stacy Nelson-Hale, Child Care Assistant | HCCC**
 - 5.7 Recommend Approving APRIL 2024 POLICIES BATCH | READING: 2 of 2 (action required):
 - 5.7.1 OSBA Policy Update Guide | Vol. 69 No. 2 sch * | **See: Board Meeting Packet – Addendum 1 (05/15/2024)**
 - 5.7.1.1 Required | **See: Policies Packets 1/2 AND 2/2 (05/15/2024) | “Required”**
 - 5.8 Approval Consent Agenda (Entire Section): Motion: AC; Second: ZB; Unanimous: 7:0
- 6) **NEW BUSINESS:**
- 6.1 APRIL 2024 POLICIES BATCH | READING: 1 of 2 (No action required):
 - 6.1.1 OSBA Policy Update Guide | Vol. 69 No. 2 sch * | **See: Board Meeting Packet – Addendum 1**
 - 6.1.1.1 Highly Recommended | **See: Policies Packet | “Highly Recommended”**
 - 6.1.1.2 **Optional | See: Policies Packet | “Optional”/Motion to add 6.1.1.2 – “Optional” Policy packet:**
 - 6.1.1.2.1 Motion: MTA; Second: CL; Unanimous: 7:0
 - 6.2 Chairman’s 2023/2024 Year in Review/WB *: **See packet document**
 - 6.3 OSBA Board Training – Scholarship: **Date selected: 08/14/2024 – 6:30PM**
 - 6.4 2024-/2025 Budget Hearing
 - 6.4.1 Open Budget Hearing: **8:23PM**
 - 6.4.2 Public Comment: **0**
 - 6.4.3 Close Budget Hearing: **8:24PM**
 - 6.4.3.1 Motion: CL; Second: MTA; Unanimous: 7:0
 - 6.5 Approve Resolution #24-10 – Adopting the 2024-25 Budget and Making Appropriations *
 - 6.5.1 Motion: MTA; Second: KB; Unanimous: 7:0 | <no discussion>
 - 6.6 Approve Resolution #24-11 – Imposing and Categorizing the Tax *
 - 6.6.1 Motion: KB; Second: CL; Unanimous: 7:0 | <no discussion>
 - 6.7 Approve Resolution #24-12 – To Recognize and Appropriate Unanticipated Restricted Grants *
 - 6.7.1 Motion: AC; Second: KB; Unanimous: 7:0 | <no discussion>
 - 6.8 **Early Literacy and Greenhouse School Grant(s)**
- 7) **FUTURE CALENDAR DATES | 2024 | ALL Meetings are held at District Office, unless otherwise specified:**
- 7.1.1 06/19 – Board Meeting | 7:00PM
 - 7.1.2 08/21 – Board Meeting | 7:00PM

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8) **BOARD REPORTS:**

8.1 **KB:** I'll just go along with Mark is saying, Mark, I don't think you'll let anybody rest on their laurels. So we're moving ahead.

8.2 **M.T. A:** A couple things: [Will Blood] I just want to commend you on your report. When I read that in our board packet, it was really impressive. It was really exciting to look back, and I don't know who said it earlier in the meeting, but somebody said, if you just show up to work hard every day, you don't realize you're getting things done until you look back.

Super excited for GU, winning back Softball State Championship. Congratulations to them. We have another 2A state player of the year, Addy, Player of the Year in Oregon for 2A.

8.3 **AC:** I would just like to thank the administration, staff, teachers, all of the students for a successful year. I think it's just a great, it's been a good year. There's a lot to do, but I'm just really happy with the successful year that we've had and congratulations to the graduates.

8.4 **CL:** First of all, that was one of the shortest graduations I've ever been. And I couldn't find a place to park. That was a huge crowd. I was amazed. And I'd like to give a shout out to the spouses of our staff, of our administrators, our teachers. I mean, sometimes we forget about other people behind the scenes that make our employees what they are. I remember my wife, your wife, we just wonder how do they do it? How do they do it? I know what Mark's going through.

8.5 **ZB:** I am grateful for Jay. I think with the short time he's put a new face on GU, and I appreciate that. An example, case in point, is somewhat controversial name of our Valedictorian, and I feel like Jay seemed to see all sides of that, and everybody felt heard, although some people might not have got exactly what they wanted. But I'm grateful that you're here, grateful for that space, wish you could stick around longer, but keep up the good work. Also really enjoyed hearing the James family band play at the Humboldt kindergarten roundhouse.

8.6 **WB:** All right, I think my Year in Review is my board report, but I'll say a few. We've made it as a group for our first year. And as far as that review goes, you keep your head down and you work. We accomplished a couple of things at this meeting and a couple of things at the last meeting. Nobody seems to notice, and then when you look back on everything, and realize a lot was accomplished. One last item for my board report – I've got a presentation for you, Mr. Hummel: Commendation for joining us for a year; greeting card and a bag full of candy was presented in appreciation.

8.7 **JT:** Congratulations to our softball champs and the player of the year Addie Northway – That's awesome! Will [Blood], I really appreciated your Chair Report recapping the 2023/2024 School Year, very well put together. It sounds like you had a little help from Mark on some of that stuff. There's a lot in there and it's sure worth the read, and recognizing it on record. And just like what everybody else is talking about we need to celebrate our wins because there is a lot of hard work behind it. Sad to hear about Jerry Colonna's passing, and I've said it in the past, and I'll say it again, all the work that he put into us, we're obligated to implement all the things that he taught us. I appreciate the fact that Mark brought him here and he made us do our job. He made us show up and do what we needed to do. We need to fulfill his wishes as best we can.

8.8 **MW:** It reminds me, it's hard for us to find something we really want to do. And one of the reasons is it's hard for the staff. And I wish our society would recognize how much hard work these folks have put in. We need good quality counselors to make a difference in our kids' lives. I wish we'd recognize the spouses once in a while because, you know, sitting in a stand sometimes with a spouse and a coach is not exactly the funnest thing to do. I appreciate you (CL) bringing that up too.

Jay [Hummel] has made my life a thousand times easier. I really appreciate it. I was sweating for that month I was trying to do "poorly" both jobs [principal and superintendent] and Jay came aboard, Amy may have had something to do with you joining our district.

I am hoping we leave a legacy that will live on at GU after we leave. But I'm personally really grateful, Jay, for your willingness to come and be part of our team.

9) **TOTAL IN ATTENDANCE:**

9.1 In Person: 8

[Board Packet posted on district web site at:
https://grantsd3.schoolinsites.com/](https://grantsd3.schoolinsites.com/)

Grant School District No.3 does not discriminate in employment, educational programs and activities, on the basis of race, national origin, color, creed, religion, gender, gender identification, sexual orientation or associational preference, age, disability, veteran status. The District also affirms its commitment to providing equal opportunities and equal access to its facilities. For additional information or assistance contact the District office at: (541)575-1280 | 401 N Canyon City Blvd, Canyon City, OR 97820-6111. For telecommunications relay services for the deaf, hearing or speech impaired call 1(800)735-2900 – thank you!

Board of Directors:

*Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
Superintendent: Mark W. Witty | Website: <https://www.grantschooldistrict.org/>*



401 N Canyon City Blvd • Canyon City, OR, 97820-6111
Phone: (541) 575-1280 • FAX: (541) 575-3614

9.2 Via Zoom: 3 (+JT)

10) ADJOURNED: 8:42PM

Signature: _____ Date: **08/21/2024**
Superintendent

Signature: _____ Date: **08/21/2024**
Board Chair

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
Superintendent: Mark W. Witty | Website: <https://www.grantschooldistrict.org/>



June 2024 Board Report for Humbolt Elementary School

District Goals

- **Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!**
 - A fifth grade teacher was hired to fill a vacant position
 - A new Dean of Students was hired to support Tier 1 and Tier 2 behavior.
 - Teachers and instructional assistants received ongoing support and training of behavior procedures and strategies.
 - Newsletters were sent to staff weekly with training links on academic, SEL, and/or behavior training.
 - End-of-year goals and evaluations were completed.
 - Humbolt certified staff retention rate: 95% (100% at the district level due to staff reassignments)
 - Humbolt classified staff retention rate: 90%

- **Goal II: Create a student-focused environment where each student is known and prepared for success in life!**
 - Students are greeted by name every morning.
 - Students were recognized for Academic Excellence and positive character. The character trait for the month of May was Problem-Solving.
 - Self-Managers and Jr. Self-Managers were rewarded with a trip to The Pendleton Family Aquatic Center. We plan to make this a yearly PBIS reward.
 - The Running Club awarded an engraved name plate to the student who ran the most laps to add to the plaque.
 - Each grade level attended field trips to extend classroom learning.
 - Fifth and Sixth graders joined GU Jr./Sr. High School's Spring Band and Choir Concert.
 - Sixth Grade attended Outdoor School at Lake Creek Youth Camp.
 - The Curriculum Team worked on aligning science units to hands-on experiences in the Humbolt Greenhouse.
 - A Summer School Director, teachers, and instructional assistants were hired to deliver research-based programming for high-risk students in Language Arts, Math, and Science.

- **Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!**
 - End-of-year celebrations were highlighted on Social Media.
 - Families were invited to Afternoon Assemblies, field trips, and end-of-year celebrations.
 - We are continuing to move forward on grant-funded projects, including:
 - HVAC units in lower building
 - Library upgrades
 - Greenhouse and Chicken House
 - Playground
 - The Spring Open House highlighted student hands-on learning projects at each grade level.
 - The Annual Fun Run was held at GU Jr./Sr. High School.
 - Custodial staff are working to create and maintain a clean, safe, and welcoming environment for students' return to school in August.

Recent/Upcoming Events

- 6/20-6/22: Admins @ COSA Seaside Conference
- 6/24-8/2: Summer School
- 7/29: Admin Return to School
- 8/13-8/15: New Teacher Inservice
- 8/19-8/22: Staff Inservice

4.4.3

The state test was developed to make sure students were College Algebra ready by their Junior year. It is NOT a basic skills test. In a basic skill test I would expect around 70% math proficiency. In a College Algebra readiness test I would expect around 35% Proficiency.

Grant District Juniors prior to covid around 45% proficient on state test

State prior to covid around 35% proficient

$$(45-35)/35 = 10/35 = \text{district was 29\% greater than the state}$$

District students prior to covid around 45% proficient

District students post covid 53% proficient

$(53-45)/45$ District is doing 18% better than it was prior to covid.

small districts will occasionally see this kind of swing in both directions

District students post covid 52%

state students post covid 21%

$$32/21 \quad \text{District is doing 153\% better than the state}$$

State prior to covid 35%

State post covid 21%

$14/35$ The State has a 40% decrease. **WHY?**

This is very significant

$$\frac{1/6}{4.5}$$

Class of 2024 (current seniors)

	6th grade	7th grade	Junior
district	49	41	52.6
state	38	40	20.4
% difference	28.9	2.5	157.8

Class of 2025 (current juniors)

	5th grade	6th grade	Junior
district	27	23	53
state	39.5	37	21
% difference	-31.6	-37.8	152

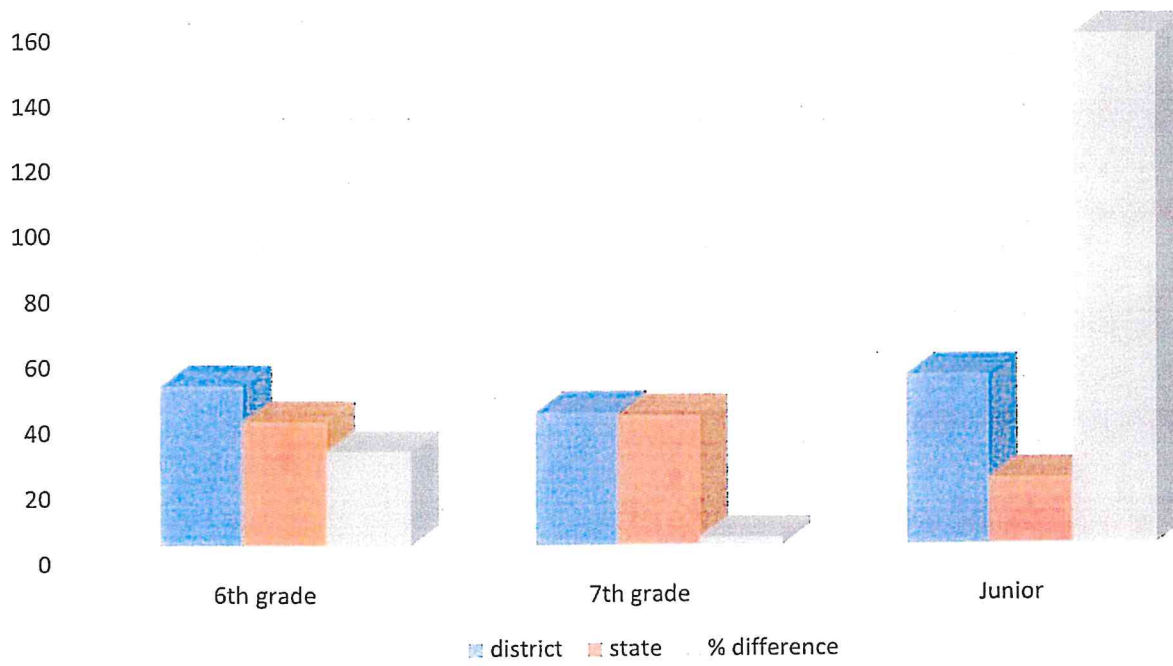
Class of 2028 (current 8th grade)

	6th grade	7th grade	8th grade
district	42	44.4	41
state	27.5	29.6	27
% difference	53	50	52

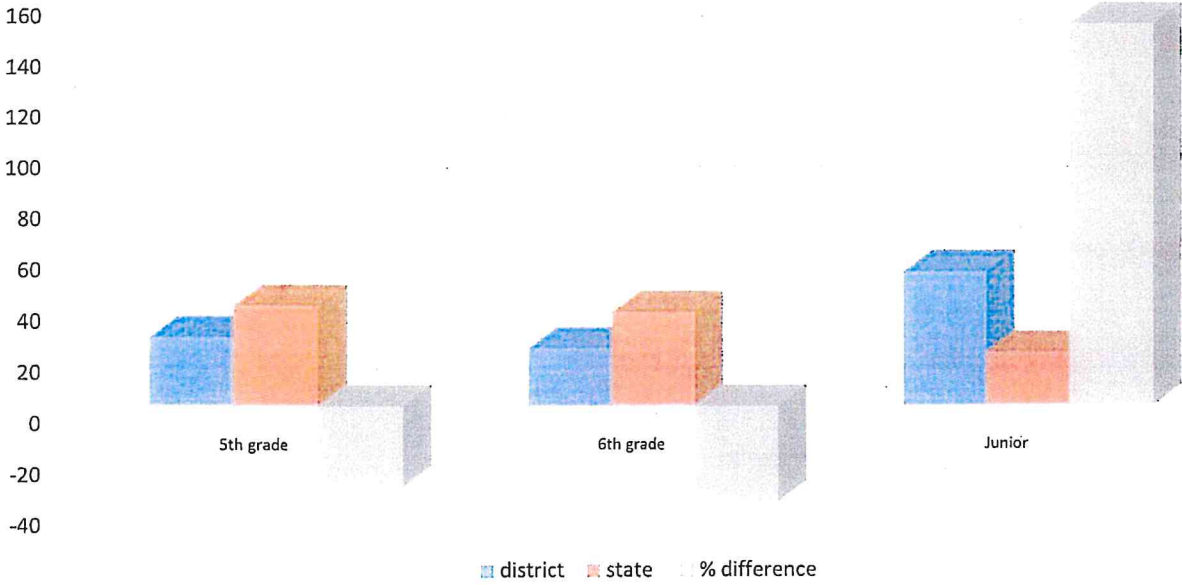
Class of 2029 (current 7th grade)

	5th grade	6th grade	7th grade
district	13.8	11.4	20
state	30	28	31
% difference	-54	-59	-35

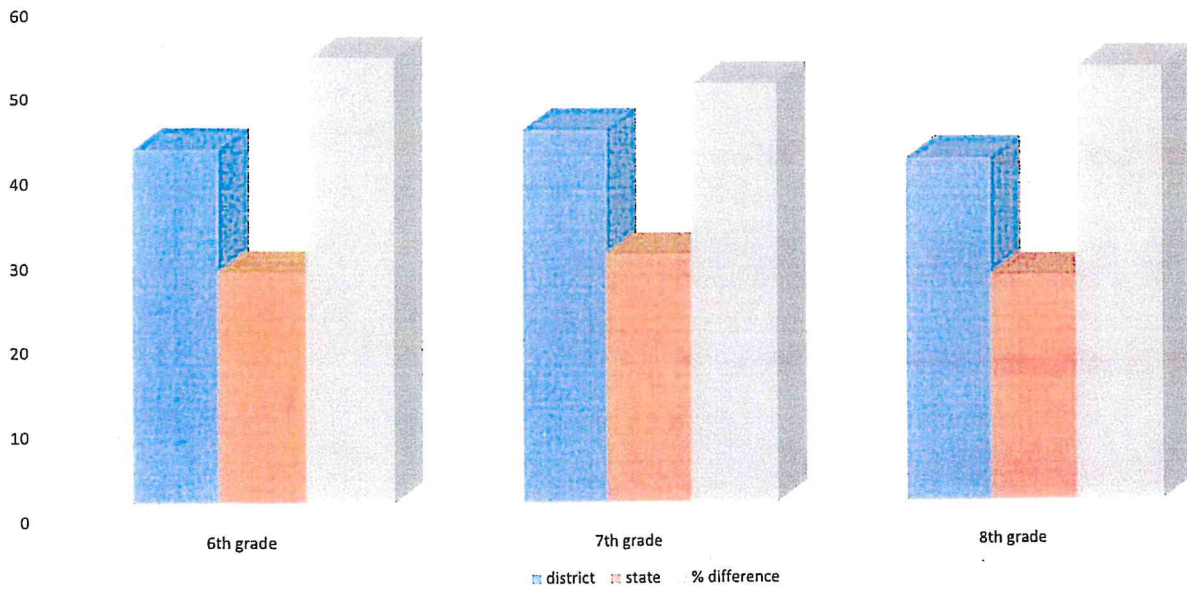
Class of 2024 (current seniors) percent profficient



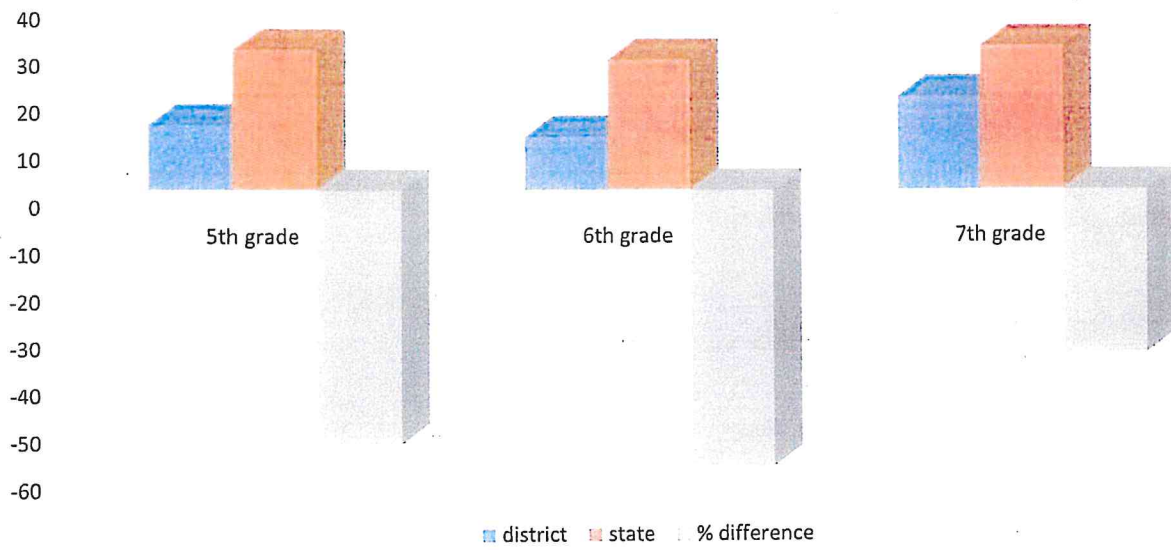
Class of 2025 (current juniors) % profficient



Class of 2028 (current 8th grade)



Class of 2029 (current 7th grade)





GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Robert C. Huerta

POSITION: Dean of Students

*FIRST DAY OF WORK: 8/12/2024 WORK HOURS PER DAY: 8

APPLICATIONS RECEIVED: 3 # PERSONS INTERVIEWED: 2

EXPERIENCE: 2 years teaching 6th grade; 12 years coaching 8 yo-Varsity; Communications Specialist 1 yr; Program Director JDCCPR 3 yrs

EDUCATION: Enrolled in BS Ed program at WGU (see attached)

NAMES OF REFERENCES CHECKED: Marques Hase, Tony Pupo, Marc Horner

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Marci Judd

Janine Attlesperger

Amy Charette

Andrea Ashley/ Shanley Cobb

NAMES OF ALL PERSONS INTERVIEWED:

Robert C. Huerta

William Bush

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: NA

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 4/24/2024 DATE APPLICATIONS CLOSED: 5/28/2024

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: _____ (select one) Hourly Annually Season
 Contract issued

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Janine Attlesperger
SIGNATURE OF SUPERVISOR

5/28/2024
DATE FORM COMPLETED

SIGNATURE OF SUPERINTENDENT

DATE 5.4.1



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Sharon Flory

POSITION: Transfer to bus driving position

*FIRST DAY OF WORK: August 26, 2024 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Multiple years of Experience as a bus driver and transportation supervisor

EDUCATION: _____

NAMES OF REFERENCES CHECKED: Local

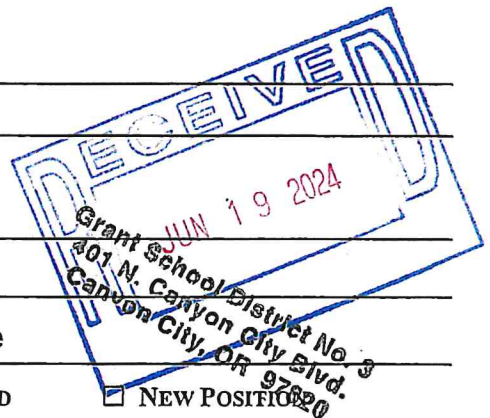
DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:
NA

NAMES OF ALL PERSONS INTERVIEWED:
NA

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Larry Pierce

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION



DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: _____ (select one) Hourly

Contract issued Annually Season

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

SIGNATURE OF SUPERVISOR
[Signature]
SIGNATURE OF SUPERINTENDENT

DATE FORM COMPLETED
June 24, 2024
DATE 542



GRANT SCHOOL DISTRICT #3

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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Dennise Blevins

POSITION: Temp Summer Custodial/Maintenance

*FIRST DAY OF WORK: June 24, 2024 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Held Position Summer of 2023

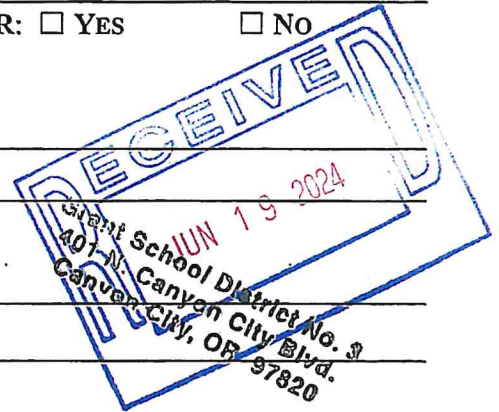
EDUCATION: _____

NAMES OF REFERENCES CHECKED: _____

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:



NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued
 RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

SIGNATURE OF SUPERVISOR

[Signature]
SIGNATURE OF SUPERINTENDENT

DATE FORM COMPLETED

June 24, 2024
DATE 5.56

youngj@grantesd.org

From: Stacey Nelson-Hale <snelsonhale@gmail.com>
Sent: Tuesday, June 18, 2024 3:55 PM
To: youngj@grantesd.org; Trina Fell
Subject: Stacey Nelson-Hale Resignation

Good afternoon,

Due to circumstances outside of my control, I am submitting my resignation from my Part Time position with Humboldt Child Care Center effective immediately.

I request to be included on the Sub List as a Child Care Assistant.

I am available Monday through Friday most weeks.

I appreciate the support I have received this last year, and have thoroughly enjoyed working with the employees of the Child Care Center, the parents and the children.

I can be reached at snelsonhale@gmail.com and 503-481-6361.

Sincerely,

Stacey Nelson-Hale



56.3

RESOLUTION No. 24-10

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Grant School District No. 3 hereby adopts the budget for fiscal year 2024-2025 in the total amount of **\$20,725,616**. * This budget is now on file at the School District Office in John Day, Oregon.

*2/1/24
S.I*

MAKING APPROPRIATIONS

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

General Fund - 100		Title IA - 240	
Instruction.....	\$4,791,849	Instruction.....	\$220,639
Support Services.....	4,003,606	Total.....	\$220,639
Enterprise & Community Services	0	Medicaid Fund - 243	
Facilities Acquisition	50,000	Support Services.....	\$65,000
Transfers.....	865,000	Total.....	\$65,000
Debt Service	105,000	Greenhouse CTE Revitalization - 244	
Contingency.....	0	Support Services.....	\$200,000
Total.....	\$9,815,455	Total.....	\$200,000
Unappropriated Ending Fund Balance*	\$900,000	Preschool - 250	
Student Body Funds - 208		Support Services.....	\$343,976
Instruction.....	\$638,000	Total.....	\$343,976
Support Services.....	245,000	School Lunch Fund - 253	
Total.....	\$883,000	Enterprise & Community Services	\$483,011
Curriculum/Technology Fund - 209		Total.....	\$483,011
Support Services.....	\$ 185,000	IDEA -260	
Total.....	\$185,000	Instruction.....	\$125,241
Bus Replacement - 210		Total.....	\$125,241
Support Services.....	\$549,128	Debt Service Fund - 301	
Total.....	\$549,128	Debt Service	\$247,926
Unappropriated Ending Fund Balance*	\$150,000	Total.....	\$247,926
High School Success Grant Fund - 216		Unappropriated Ending Fund Balance*	\$500,000
Instruction.....	\$106,502	PERS Debt Service - 305	
Support Services.....	64,953	Debt Service	\$469,360
Total.....	\$171,455	Total.....	\$469,360
Outdoor School Grant - 220		Unappropriated Ending Fund Balance*	\$1,288,736
Instruction.....	\$20,000	Capital Project Funds - 400	
Total.....	\$20,000	Facilities Acquisition	\$3,500,000
Early Literacy Grant - 221		Total.....	\$3,500,000
Instruction.....	\$50,169	Unemployment Fund - 600	
Total.....	\$50,169	Support Services.....	\$50,000
SIA Grant Fund - 222		Total.....	\$50,000
Instruction.....	\$335,151		
Support Services.....	121,340		
Facilities Acquisition	51,029		
Total.....	\$507,520		

Total APPROPRIATIONS, All Funds . . . \$17,886,880
Total Unappropriated and Reserve Amounts, All Funds . . . 2,838,736 *

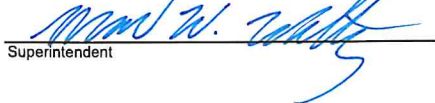
Adopted this 19th day of June, 2024

Signed:



Chairman

Attest:



Superintendent

*6.5
1/3*

RESOLUTION No. 24-11

02/24
5.1

IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2024-2025 :

- (1) At the rate of \$1.6468 per \$1,000 of assessed value for permanent rate tax; and

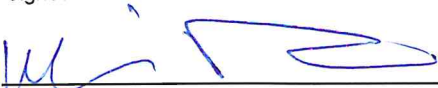
CATEGORIZING THE TAX

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

	Subject to the Education Limitation	Excluded from Limitation
Permanent Rate Tax.....		\$1.6468 / \$1000

The above resolution statements were approved and declared adopted on June 19, 2024.

Signed:



 Chairman

Attest:



 Superintendent

Grant School District No 3
 401 N Canyon City Blvd
 Canyon City, OR 97820

6.6
2/3

23/24
5.1

RESOLUTION #24-12

A RESOLUTION TO RECOGNIZE AND APPROPRIATE UNANTICIPATED RESTRICTED GRANTS

WHEREAS, the 2023-24 Grant School District #3 Budget was adopted based upon known or anticipated information; and

WHEREAS, the District has been awarded Early Literacy Grant and Greenhouse School Grant; and

WHEREAS, the Grant School Board desires to modify the 2023-24 Budget to recognize and appropriate expenditures for these unanticipated restricted grants.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Grant School District Board of Directors, to make the following appropriations as follows:

221 – Early Literacy Grant

3000	State Restricted Grant	\$ (51,979.91)
1000	Instruction	51,979.91
		<u>0</u>

244 – Greenhouse CTE Revitalization Grant

3000	State Restricted Grant	\$ (50,000.00)
2000	Support Services	50,000.00
		<u>0</u>

EFFECTIVE DATE: Effective immediately upon passage.

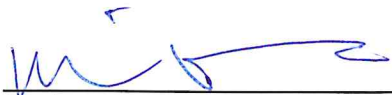
PASSED AND ADOPTED by the Board of Directors of the Grant School District #3 this 19th day of June, 2024, by the following vote:

AYES: 7

NAYES: 0

ABSENT:

APPROVED by the Chairman this 19th day of June, 2024.



Chairman

ATTEST:



Mark Witty, Superintendent

6.7
21/22

Grant School District No. 3

PLEASE SIGN IN

5/4/24
5.1

BOARD MEETING

District Office Board Room

DATE: 06/19/2024 TIME: 7:00 PM

CHECK HERE if you wish to address the Board during Public Forum.

(3-Minute Limit)

NAME (please print)

TOWN REPRESENTING

<input type="checkbox"/>	Heather Rookstod	SD
<input type="checkbox"/>	Matt Jones	
<input type="checkbox"/>	Shanna Norway	SD
<input type="checkbox"/>	Janine Attesperger	SD
<input type="checkbox"/>	Cori Anderson	
<input type="checkbox"/>	Levana Jones	
<input type="checkbox"/>	Landon Jones	
<input type="checkbox"/>	Justin Davis	KIDDY deposits
<input type="checkbox"/>		
<input type="checkbox"/>		



GRANT SCHOOL DISTRICT #3

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HES
5.2.1

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Bryanna Beam

POSITION: SPED IA/Humbolt

*FIRST DAY OF WORK: 8/20/24 WORK HOURS PER DAY: 7.5

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: None

EDUCATION: High School Diploma/working on a BS in Ed

NAMES OF REFERENCES CHECKED: Katrina Gabbard, Daisy Carpenter, Jenna Luevano

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Fallen Lúsko

Bryanna Beam

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Sherri Giffin (transferred to GU)

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: Open until filled

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: Assistant STEP/YEARS: 100 SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

SIGNATURE OF SUPERVISOR

M. W. With

SIGNATURE OF SUPERINTENDENT

7/16/24

DATE FORM COMPLETED

8/1/24
DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
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5.2.2

Handwritten initials/signature

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Fallen Lusco

POSITION: SPED IA GU/Paraprofessional

*FIRST DAY OF WORK: 8/20/24 WORK HOURS PER DAY: 7.5

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: Humbolt TA, Lunch Buddies, College Writing Center Tutor

EDUCATION: BS in English, working on a Master's in Ed

NAMES OF REFERENCES CHECKED: Kathryn Shorts, Ryan Scariano, Sandi Johnson

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Fallon Lusco

Bryanna Beam

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Jessifca Sodorff

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: Open until filled

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: Sped Paraprofessional STEP/YEARS: 1 SALARY: _____ (select one) Hourly
 Annually Season

Contract issued

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Handwritten Signature
SIGNATURE OF SUPERVISOR

7/16/24
DATE FORM COMPLETED

Handwritten Signature
SIGNATURE OF SUPERINTENDENT

8/1/24
DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
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5.2.3
✓ HES

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Melissa VanLoo

POSITION: Instructional Assistant

*FIRST DAY OF WORK: 08/20/2024 WORK HOURS PER DAY: 8.5

APPLICATIONS RECEIVED: 7 # PERSONS INTERVIEWED: 7

EXPERIENCE: Customer Service 3.5 years, Cook's Helper 1 year

EDUCATION: High School Diploma

NAMES OF REFERENCES CHECKED: Mandie McQuown, KoRina Jones, Misty Palmer

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Shelby Sheets, Bryanna Gabbard

Kalinn Cummings

Brooklynne Rhinehart

Quinlan Taylor

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Sherri Giffin

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: ASSIST STEP/YEARS: 100 SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Janine Attlesperger Digitally signed by Janine Attlesperger
Date: 2021.07.14 11:10:07 -07'00'

SIGNATURE OF SUPERVISOR

08/05/2024

DATE FORM COMPLETED

SIGNATURE OF SUPERINTENDENT

8/6/24

DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

5.24
GM
✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Jaelyn Lopez

POSITION: Online School Coordinator

*FIRST DAY OF WORK: 8/13/24 WORK HOURS PER DAY: 9.0

APPLICATIONS RECEIVED: 3 # PERSONS INTERVIEWED: 3

EXPERIENCE: Education field for 8 yrs, Licensed teacher for 5 years.

EDUCATION: High School Diploma, B.S. Social Science, Preliminary Teaching License

NAMES OF REFERENCES CHECKED: Christie Timko, Sharon Fritsch, Casey Hallgarth
DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Justin Lienallen Shanna Northway
Andy Lusco Tonia Seebart

NAMES OF ALL PERSONS INTERVIEWED:

Jaelyn Lopez Heather Rookstool
Robert Hunt

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: BS/BA STEP/YEARS: 5 SALARY: _____ (select one) Hourly

Contract issued Annually Season

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Justin Lienallen
SIGNATURE OF SUPERVISOR

7/22/24
DATE FORM COMPLETED

Mark W. West
SIGNATURE OF SUPERINTENDENT

8/1/24
DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

5.2.5
Gru ✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Tonia Humbert Seebart

POSITION: Career Coordinator

*FIRST DAY OF WORK: Fall 2024 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: 4 # PERSONS INTERVIEWED: 2

EXPERIENCE: 20 years

EDUCATION: Masters

NAMES OF REFERENCES CHECKED: Cassie Moore, Lorrie Andrews, Roger Ediger, Matt Jones

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Shanna Northway Amy Hunt

Jay Hummel Amy Charette

NAMES OF ALL PERSONS INTERVIEWED:

Tonia Humbert

Jeff Wilcox

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Amy Hunt

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 03/01/2024 DATE APPLICATIONS CLOSED: 4-16-2024

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

BS/BA(MS/MA)

LANE: +60 STEP/YEARS: 11e SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: 4-17-24

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Jay Hummel
SIGNATURE OF SUPERVISOR

4-16-2024
DATE FORM COMPLETED

Mark W. Wilcox
SIGNATURE OF SUPERINTENDENT

4-16-2024
DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
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5.26
GVL ✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Trista Strong

POSITION: Office Specialist I

*FIRST DAY OF WORK: 7/29/24 WORK HOURS PER DAY: M-Th 9hrs Fri. 4hrs

APPLICATIONS RECEIVED: 9 # PERSONS INTERVIEWED: 8

EXPERIENCE: Paralegal, Business Owner/operator, Court Clerk, Restaurant Manager

EDUCATION: High School Diploma, Dental Assisting (Apollo College)

NAMES OF REFERENCES CHECKED: Jim Carpenter, Kathy Stinett, Shawn Duncan

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:
Justin Lienallen, Andy Lusco, Janet Myers
Catrina Galbard, Tonia Seebart

NAMES OF ALL PERSONS INTERVIEWED:
Cindy Broadwater, Trista Strong, Sara Wilson, Felicia Ellison
Matraca Lienallen, Melissa Van Lo, Mondie McGowan, Tessa Galwell

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Trista Cox

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION
je

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: office Spec 1 STEP/YEARS: 1000 SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

*ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.

Justin Lienallen
SIGNATURE OF SUPERVISOR

7/23/24
DATE FORM COMPLETED

Wm W. Wilby
SIGNATURE OF SUPERINTENDENT

8/1/24
DATE



GRANT SCHOOL DISTRICT #3

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5.2.7
GJM
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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Sara Wilson

POSITION: Office Specialist II

8-13-24

FIRST DAY OF WORK: 7-29-24 WORK HOURS PER DAY: M-Th 9hrs Fri. 4 hrs

APPLICATIONS RECEIVED: 9 # PERSONS INTERVIEWED: 8 or 8 hrs every other Friday

EXPERIENCE: Court Clerk, Office Manager, Business Owner, Office Assistant, Dental Assistant

EDUCATION: High School Diploma, Certified Dental Assistant (COCC)

NAMES OF REFERENCES CHECKED: Kathy Stinnett, Jim Klusmier, Kahli Clark

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:
Justin Lieuallen, Andy Lusco Tonia Seebart

Janet Myers, Catrina Gabbard

NAMES OF ALL PERSONS INTERVIEWED:
Cindy Broadwater, Trista Strong, Sara Wilson, Matraca Lieuallen,

Felicia Ellisoan, Melissa Vanloo Mandie McQown, Tessa Coalwell

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Sheila Kowing

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: OFFICE Spec 2 STEP/YEARS: 1000 SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Justin Lieuallen
SIGNATURE OF SUPERVISOR

7/28/24
DATE FORM COMPLETED

Mon W. Wood
SIGNATURE OF SUPERINTENDENT

8/1/24
DATE



GRANT SCHOOL DISTRICT #3

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528
Gru
✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Zane Rookstool

POSITION: Interim Assistant Football Coach

*FIRST DAY OF WORK: August 14 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: 1 year HS Assistant Coach

EDUCATION: _____

NAMES OF REFERENCES CHECKED: Mitch Wilson

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:
Interim Position Mitch Wilson has the right to return to the position.

NAMES OF ALL PERSONS INTERVIEWED:
Zane Rookstool

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Mitch Wilson (right to return)

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: NA DATE APPLICATIONS CLOSED: NA

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: _____ (select one) Hourly
 Annually
 Contract issued Season

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

[Signature]
SIGNATURE OF SUPERVISOR

6/24/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

6/27/24
DATE



GRANT SCHOOL DISTRICT #3

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5.2.9
Gu

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Ashleigh Romero

POSITION: Cheer Coach

*FIRST DAY OF WORK: August 14 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: Youth and HS Dance Coach (Current Head Coach at GU)

EDUCATION: Some College/Beauty School

NAMES OF REFERENCES CHECKED: Shannon Adair

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Shanna Northway

Andy Lusco

NAMES OF ALL PERSONS INTERVIEWED:

Ashleigh Romero

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: NA

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 7/3/24 DATE APPLICATIONS CLOSED: 7/29/24

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: C STEP/YEARS: 1 SALARY: _____ (select one) Hourly
 Annually Season

Contract issued
 RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

[Signature]
SIGNATURE OF SUPERVISOR

6/29/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

8/1/24
DATE



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5.2.10
Gru
✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Mitchel Wilson

POSITION: Interim Head Football Coach

*FIRST DAY OF WORK: August 14 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: Parks and Recreation Football Coach 3 year, 1 Year HS Assistant

EDUCATION: HS Diploma, Associates in Welding Technology

NAMES OF REFERENCES CHECKED: Levi Watterson, Zach Williams, Dennis Flippence

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Interim Appointment Job will be opened after Football Season.

NAMES OF ALL PERSONS INTERVIEWED:

Mitchel Wilson

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: AJ McQuown

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

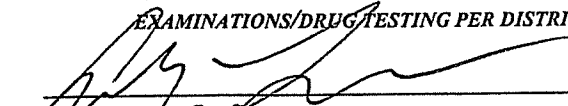
DATE OF NOTICE OF POSITION: 3/7/24 DATE APPLICATIONS CLOSED: Open

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

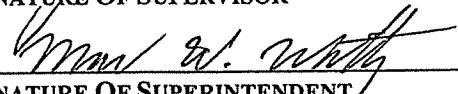
LANE: _____ STEP/YEARS: _____ SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued
 RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*


SIGNATURE OF SUPERVISOR

6/24/2024
DATE FORM COMPLETED


SIGNATURE OF SUPERINTENDENT

6/27/24
DATE

5.2.11

2024-25 Grant Union Coaching Roster

Volleyball	Football	Cross Country	Soccer	Dance/ Cheer	Boys Basketball	Girls Basketball
Mariah Moulton Mandie McQuown Sharon Houpt Kaitlyn Swaggart	Mitch Wilson Elijah Humbird Zane Rookstool Jayson McQuown Ty Baker Blevins (V)	Sonna Smith Levanna James	Heather Bailey Jason Murray (V) Jessy Shore (V)	Ashleigh Romero	RC Huerta Jesse Gosnell Taylor Schmadeka (V) Joey Nordstrom (V) Jayson McQuown Amanda Gibbs Amanda Lindsay (V)	Elijah Humbird Mandie McQuown tbd Kristal Hansen

Boys Wrestling	Girls Wrestling	Baseball	Softball	Golf	Track and Field
Tye Parsons Garret DeVos Michael Gast Garrett Gibbs Trevor Knowles Andrew Copenhaver	Andy Lusco Trinity Morris Angie Lusco Trevor Knowles Andrew Copenhaver	RC Huerta Fred Fell Dustin Wilson(V) Trey Thompson (V)	TBD Tim Boethin Stacy Bailey (V)	TBD	Sonna Smith Buzz Gilmore Angie Lusco Trinity Morris Sophia Morris Marci Judd Jesse Gosnell Kyle Erickson



GRANT SCHOOL DISTRICT #3

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5.3.1 ✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Anna Field Transfer from Humboldt to GU

POSITION: 7-9 Grade Math

*FIRST DAY OF WORK: Fall 2024 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: 6 years

EDUCATION: Masters

NAMES OF REFERENCES CHECKED: K.LaFramboise, J.Attlesperger, B.Porter

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Matt Jones Andrea Combs

Jay Hummel _____

NAMES OF ALL PERSONS INTERVIEWED:

Drew Lusco _____

Anna Fields _____

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Jessa Bigsby

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 03/01/2024 DATE APPLICATIONS CLOSED: 4-12-2024

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: BS/BA Lev STEP/YEARS: Lo SALARY: _____ (select one) Hourly
 Annually
 Season

Contract issued
 RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Jay Hummel
SIGNATURE OF SUPERVISOR

4-16-2024
DATE FORM COMPLETED

Wendy W. With
SIGNATURE OF SUPERINTENDENT

4-16-2024
DATE



GRANT SCHOOL DISTRICT #3

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5:30
SEP
✓

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Carrie Sullivan

POSITION: Seneca Elementary School Intermediate Head Teacher - Transfer

*FIRST DAY OF WORK: 8/14/2024 WORK HOURS PER DAY: 8.5

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: 13 yrs

EDUCATION: Pacific Univ, MAT; U of Alaska Fairbanks, BA Journalism

NAMES OF REFERENCES CHECKED: Robert Waltenberg, Kathryn Hedrick

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Voluntary transfer from Humbolt to Seneca

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Tina McCormick

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: _____ (select one) Hourly
 Annually
 Contract issued Season

RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Janine Attlesperger Digitally signed by Janine Attlesperger
Date: 2021.07.14 11:10:07 -07'00'

SIGNATURE OF SUPERVISOR

[Handwritten Signature]
SIGNATURE OF SUPERINTENDENT

8/12/2024

DATE FORM COMPLETED

8/13/2024
DATE



GRANT SCHOOL DISTRICT #3

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11/5.3.3

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Heather Rookstool - Position Transfer

POSITION: .5 Sp. Ed Secretary / Office Specialist I

*FIRST DAY OF WORK: 8/12/24 WORK HOURS PER DAY: 4 (20 hrs/week)

APPLICATIONS RECEIVED: # PERSONS INTERVIEWED:

EXPERIENCE: Sp. Ed Assistant, Online Assistant, 4 years Ed. Experience

EDUCATION:

NAMES OF REFERENCES CHECKED:

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: YES NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Erin Beil

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: DATE APPLICATIONS CLOSED:

CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: OFFICE Spec 1 STEP/YEARS: 400 SALARY: (select one) Hourly Annually Season

Contract issued RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL:

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

Justin Linnell
SIGNATURE OF SUPERVISOR

8/14/24
DATE/FORM COMPLETED

SIGNATURE OF SUPERINTENDENT DATE

8/16/24

Tuesday, August 13th, 2024

55.1
HVP
✓

Dear Grant School District 3,

I am writing to submit my formal letter of resignation, effective immediately. After 2 school years at Humbolt, I will miss it dearly. I have taken a job at the local hospital, which I have been patiently waiting for since moving into town.

Janine, thank you for all the lessons you have taught me and the opportunities for growth you have given me here at Humbolt. I will carry this job closely with me, and I will miss every student I have had the honor of working with.

Taysha V Humbird

5.5.2

From: Shiela Kowing <skowing@hotmail.com>
Sent: Wednesday, August 14, 2024 8:34 PM
To: youngj@grantesd.org
Subject: Resignation letter

Hello Jana,

I am submitting my resignation as of Tuesday, August 12, 2024. I will not be returning to Grant school district #3.

Thank You

Shiela Kowing

5.5.3 ✓

Date: Tue, Aug 13, 2024, 9:25 AM

Subject: Letter of Resignation

To: Janine Attlesperger <attlespergerj@grantesd.org>, Shanna Northway <northways@grantesd.org>

Happy Tuesday, I hope that both your summer went good.

I am writing this and letting you know that I won't be coming back to Grant School District next year as an aide at Humbolt. I am sorry this is such short notice, but I have just got things lined up and they just all fell into place. I am not leaving because of anything someone did or did not do. I am leaving and doing what's best for my family. I will still be coaching and be around the schools of course and hope to still see you both and stay in contact. Once I get things all in order too I can always possibly be added to the sub list.

Thank you for everything that you both have done for me! I truly appreciate you both and am sorry that I am writing this letter of resignation. I hope that you have a great year and I know I'll be seeing you guys around.

Thanks again,
Mandie McQuown

554 ✓

7/31/2024

Zach Williams
PO Box 491
Canyon City, OR 97820

Dear Mr. Lusco and Grant School District 3 Board of Directors,

First, I would like to thank Mr. Lusco for the scheduling, general organization and overall support I have received over the past several years as the GU/PC Varsity softball coach. It has been a pleasure to work for him.

Second, I would like to thank the Board of Directors for the financial support the softball program has received, specifically for the construction of the new dugouts a couple years ago and the Crows Nest/Locker Rooms this past season. The female athletes at our school deserved it and please know it is much appreciated.

Last, I would just like to say thank you to the District for the opportunity to coach Softball at GU over the past 7 years. It has been an honor and a privilege to serve these young athletes and I will miss it more than I can describe. My children have all moved to different stages in their lives and I must be available to be a dad to them at this point. Please accept this letter as my notice to resign my position as Head Varsity Softball coach at Grant Union.

Sincerely,

Zach Williams

Grant School District No. 3

Board Meeting Supplements

Section 6:

New Business

Mark W. Witty
Superintendent



Board – Superintendent Operating Agreement

1/5
6.1

Mission Statement

Our Prospector Promise: A place for every student to feel support, achieve success and learn respect.

Vision Statement

A place where every prospector is KNOWN, EMPOWERED and READY for the world!

Tag Line: Where your future begins.

Purpose

The Board of Directors is the educational decision-making body for the Grant School District #3. To effectively meet the District's guiding principles, the School Board and the Superintendent must function together as a leadership team. Effective group agreements must be in place to ensure unity among team members. The following are the group agreements for the Grant School Board and Superintendent.

Governance Principles for the Board

- Work with members of the Board and the Superintendent in a cooperative and collaborative partnership aligned toward a common mission.
- Set the strategic direction of the District through the mission, vision, priorities, and goals.
- Focus on planning, policy-making, and tracking district progress rather than day-to-day operations.
- Make decisions as a whole board only at properly called meetings. Board members recognize that individual members have no authority to take individual action on policy or district and school administrative matters. (Policy BBAA)
- Support decisions of the majority after honoring the right of individual members to express opposing viewpoints and vote their convictions.
- Deliberate and make decisions following public meeting laws.

1

2024/2025 Board - Superintendent
Operating Agreement

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette | Chris Labhart | Zac Bailey | Will Blood | Jake Taylor
(Chair and Vice Chair roles pending)

Mark W. Witty
Superintendent

- Recognize and respect the Superintendent's responsibility to manage the District and to direct employees in district and school matters while observing the chain of command process.
- Carefully consider all issues brought to you by individuals, listen to all perspectives, and actively solicit input. We will operate as representatives and make decisions in the best interest of students and the whole district.
- Work as a team with the Superintendent, recognizing that the Superintendent is the Board's advisor.
- Establish annual expectations and goals for the Superintendent. (eval short/long term goals - current/future) Objectively evaluate the Superintendent's performance and provide appropriate constructive feedback.
- Value the Board's role in the community and represent the District, when possible, by attending school, community functions, and community meetings.

Expectations of the Superintendent

- Manage the day-to-day operations of the District.
- Communicate with integrity, honesty, and transparency.
- Should be accessible.
- Work together as a team with board members.
- Respect and acknowledge the Board's role in setting policy and overseeing the performance of the Superintendent.
- Work with the Board to establish a clear vision for the District.
- Collaborate with the Board and prepare preliminary annual district goals and priorities for the Board's consideration.
- Provide information about state standards with supporting data related to student outcomes.
- Communicate with board members promptly, effectively, and equally.
- Communicate with the board chair or vice chair if a problem or issue is observed developing with a board member.
- Respect the confidentiality requirement of board meeting executive sessions.
- Distribute the board meeting agenda and packet by the Friday before regular and special board meetings. The Superintendent will notify Board members if a situation causes any delay.

2

2024/2025 Board - Superintendent
Operating Agreement

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette | Chris Labhart | Zac Bailey | Will Blood | Jake Taylor
(Chair and Vice Chair roles pending)

Mark W. Witty
Superintendent

- Provide follow-up information to board members on concerns and issues they have referred to the Superintendent.
- Represent the District by being visible in the schools, community, and school functions.
- Oversee the completion of all certified and classified staff evaluations each year.
- Mentor administration to expectations of the Superintendent and Board.
- The annual budget document will be presented to the Board of Directors and Budget Committee by May 15th of each year.

Communication Agreements

- The Board and the Superintendent recognize that effective communication can solve most issues.
- Board members will communicate directly with the Superintendent via email, text message, or phone call to address staff member, student, parent, or community member questions or concerns. (Policy KL, Policy BG)
- Communicate directly with the Superintendent or Board Chair before meetings of the Board to identify questions or concerns about agenda items so that the Board Chair and staff can prepare for the meeting discussion.
- When a board member receives an informal complaint, listen carefully and empathetically. In an ombudsman capacity, board members will direct the person to solve the problem at the lowest level (educator □ principal □ superintendent). Avoid hearing details of an informal complaint. If the matter becomes a formal complaint, the board may hear the case on appeal. Advise the superintendent of the interaction.
- If a complainant is unwilling to speak to the Superintendent, a board member may share the issue and the source of the complaint, concern, or criticism of the District. The Superintendent will keep the information “source” confidential at the request of a board member, but all parties will make every effort to encourage trust and open communication.
- Formal complaints will be in writing and signed by the complainant. The Superintendent or designee hears formal complaints. Complainants may appeal the Superintendent’s decision to the School Board. (Policy KL)
- No individual board member, other than the Board Chair or designee, has the authority to speak for the entire board. Individual board members may always share their viewpoints but must clarify that they speak only for themselves rather than the whole board.
- The Board recognizes that changing technology and the growing use of social media will affect how individual board members communicate with constituents and receive and process information. In social media, board members will treat and refer to other Board members, staff, students, and the public respectfully and operate in compliance with Oregon public meeting law.

3

2024/2025 Board - Superintendent
Operating Agreement

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette | Chris Labhart | Zac Bailey | Will Blood | Jake Taylor
(Chair and Vice Chair roles pending)

Media Communications

- The Board Chair, or designee of the Chair, shall be the official spokesperson for the Board to the media/press on issues of media concern.
- The Superintendent will be the spokesperson for the district or his designee.
- All board members who receive calls from the media shall direct the media to the appropriate person and notify the Superintendent and Board Chair of the interaction.
- Individual board members can submit media publications but are encouraged to identify documents as a personal opinion rather than representing the Board.

Meeting Operation and Organization Agreements

- Start and end meetings on time.
- Focus on remaining on task for the duration of each meeting. The Board and Superintendent intend to keep to a two-hour time limit on all regular business meetings.
- Board members will attend all scheduled board meetings unless a situation makes attendance unworkable. Members can teleconference into board meetings.
- Prepare for board meetings by reading materials and board packets ahead of the meeting and ask questions that you have of the Superintendent before the day of the meeting.
- There should be no surprises in board meetings. Unless operational necessity requires it, the board will not act on new proposals the night they are presented. Members will communicate concerns or questions to the Board Chair and the Superintendent before a public meeting. (Merge with above bullet)

Role of Board Chair

The chair will convene meetings and execute documents as appropriate. The Board Chair also recognizes that three board members can call a school board meeting.

The chair is the spokesperson for the Board and is authorized to describe the Board's processes, positions, and decisions. The Chair may delegate this responsibility to other board members or the Superintendent.

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette | Chris Labhart | Zac Bailey | Will Blood | Jake Taylor
(Chair and Vice Chair roles pending)

Mark W. Witty
Superintendent

The chair will meet regularly with the Superintendent to develop the agenda (seeking Board member input) and determine whether an item should be scheduled for action or future action, to provide feedback on the information needed by the Board for decision-making, to plan meeting processes, and to distribute assignments.

The Vice-Chair will perform these duties when the Chair is not available.

The board will ratify this document annually. This document can be revisited at any time by request of a board member or the Superintendent. The signatures below symbolize each party's commitment to these agreements; the board's approval of the document ensures that all members are bound by its provisions.

X _____ Date: _____
Mark W Witty - Superintendent

X _____ Date: _____
Kris Beal - Board member

X _____ Date: _____
M.T. Anderson - Board Member

X _____ Date: _____
Amy Charette - Board Member

X _____ Date: _____
Chris Labhart - Board Member

X _____ Date: _____
Zac Bailey - Board Member

X _____ Date: _____
Will Blood - Board Member

X _____ Date: _____
Jake Taylor - Board Member

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette | Chris Labhart | Zac Bailey | Will Blood | Jake Taylor
(Chair and Vice Chair roles pending)



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1/14
6.2

RESOLUTION #25-01

A RESOLUTION DESIGNATING THE CHIEF ADMINISTRATIVE OFFICER OF THE SCHOOL DISTRICT FOR THE 2024-2025 SCHOOL YEAR, BEGINNING JULY 1, 2024.

BE IT RESOLVED, the Board of Directors, Grant School District No. 3, pursuant to ORS 332.515, hereby designates Mark Witty as Chief Administrative Officer of the Grant School District No. 3; and

BE IF RESOLVED, by virtue of this resolution and Oregon Law, said Mark Witty is the District Clerk.

Adopted this 21 day of August, 2024

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
Website: <https://www.grantschooldistrict.org/>



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RESOLUTION #25-02

A RESOLUTION DESIGNATING THE DEPUTY CLERK/BUSINESS MANAGER FOR THE SCHOOL DISTRICT FOR THE 2024-25 SCHOOL YEAR BEGINNING JULY 1, 2024.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3, pursuant to ORS 332.515, hereby designates Mary Jo Evers as Deputy Clerk/Business Manager of the Grant School District No. 3.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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RESOLUTION #25-03

A RESOLUTION DESIGNATING CO-CUSTODIANS OF SCHOOL DISTRICT FUND FOR FISCAL YEAR 2024-25.

PURSUANT TO ORS 328-441 AND 328.445, the school board of Grant School District No. 3 hereby designates School District Superintendent Mark Witty and Deputy Clerk/Business Manager Mary Jo Evers as Co-Custodians of the school district funds for the fiscal year 2024-25.

However, said custodians of school district fund shall not be liable personally or upon official bond for money lost by reason of failure or insolvency of any bank or other depository designated as depository for the school district's funds.

Pursuant to ORS 328.445 (1), school district obligations shall be paid by checks bearing the original or facsimile signatures of any two (2) of the following: Mark Witty, Superintendent and Mary Jo Evers, Deputy Clerk/Business Manager. Obligations will be paid from school district funds, but only when funds are available for payment of duly authorized and incurred financial obligations of the school district.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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RESOLUTION #25-04

A RESOLUTION DESIGNATING THE BUDGET OFFICER FOR FISCAL YEAR 2024-25.

BE IT RESOLVED, pursuant to ORS 294.331, the Board of Directors of Grant School District No. 3, hereby designates the Superintendent as Budget Officer for the 2024-25 fiscal year.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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RESOLUTION #25-05

A RESOLUTION DESIGNATING THE OFFICIAL AUDITORS FOR FISCAL YEAR 2024-25.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby designates the firm of Solutions, CPA's of John Day, Oregon as the official auditors of the district for the 2024-25 fiscal year.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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RESOLUTION #25-06

A RESOLUTION DESIGNATING THE DAY, TIME AND PLACE FOR REGULAR MONTHLY SCHOOL BOARD MEETINGS, BEGINNING JULY 1, 2024 FOR FISCAL YEAR 2024-25.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby designates the third Wednesday of each month for the regular monthly School Board Meeting with the exception of March 2025 when the meeting will be held on the second Wednesday. Said meeting shall be held in District Office Board Room unless otherwise announced in advance of the meeting to be held in another location. Said meeting shall be called to order at 7:00 PM upon there being a quorum of the School Board present to conduct school district business.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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RESOLUTION #25-07

A RESOLUTION DESIGNATING DEPOSITORIES FOR SCHOOL DISTRICT FUNDS FOR FISCAL YEAR 2024-25 BEGINNING JULY 1, 2024.

BE IT RESOLVED, pursuant to ORS 328.441, 294.805 to 294.895 ORS 295, the Board of Directors of Grant School District No. 3 hereby designates the following as safe and proper depositories of School District funds for the fiscal year 2024-25.

- | | |
|---|--|
| 1. Bank of Eastern Oregon
John Day, Oregon | 2. First Community Credit Union
John Day, Oregon |
| 3. Old West Credit Union
John Day, Oregon | 4. Local Government Investment Pool
State of Oregon |

5. Any bank with an office in Oregon that meets the statutory requirements for the Oregon State Treasurers Public Funds Collateralization Program.

The Office Specialists, Accounts Payable Clerk and/or Deputy Clerk/Business Manager are hereby authorized to deposit school district funds in any or all of the above designated depositories including the rental and access to a safety deposit box at one of the above designated depositories if such is deemed necessary and prudent by the Deputy Clerk/Business Manager.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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RESOLUTION #25-08

A RESOLUTION DESIGNATING THE LEGAL COUNSEL TO BE USED FOR FISCAL YEAR 2024-25.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby designates Rebekah Jacobson of Garrett Hemann Robertson P.C.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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RESOLUTION #25-09

A RESOLUTION DESIGNATING THE ASBESTOS PROGRAM MANAGER FOR FISCAL YEAR 2024-25.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby designates the Maintenance Supervisor as the Asbestos Program Manager for the 2024-25 fiscal year.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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RESOLUTION #25-10

A RESOLUTION DESIGNATING THE INSURANCE AGENT OF RECORD TO BE USED FOR FISCAL YEAR 2024-25.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby designates the Bisnett Insurance as the Insurance Agent of Record for the 2024-25 fiscal year.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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RESOLUTION #25-11

A RESOLUTION TO CO-MINGLE FUNDS.

BE IT RESOLVED, that the District be authorized to co-mingle cash balances of various funds and that monies may be loaned between the various funds when monies to be received by the district have not yet been received. Repayment to be made before June 30, 2025.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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RESOLUTION #25-12

A RESOLUTION TO AUTHORIZING SIGNATURE FOR FEDERAL/STATE PROGRAM APPLICATION.

BE IT RESOLVED, the Board of District of Grant School District No. 3 authorizes as its representative Mark Witty, Superintendent, to sign and file applications for federally and state funded programs.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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RESOLUTION #25-13

Superintendent Contract Authority

A RESOLUTION AUTHORIZING THE SUPERINTENDENT TO ENTER INTO AND APPROVE PAYMENTS ON CERTAIN CONTRACTS.

BE IT RESOLVED, pursuant to ORS 332.075 (3), the Board of Directors of Grant School District No. 3 authorizes its representative Mark Witty, Superintendent, to enter into and approve payment on contracts for products, materials, supplies, capital outlay, equipment and services that are within budget appropriations and authorizations by the Board of amounts not exceeding \$100,000.

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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RESOLUTION #25-14

Resolution for Approval of Credit Card Authorization

A RESOLUTION AUTHORIZING THE USE OF CREDIT CARDS.

BE IT RESOLVED, the Board of Directors of Grant School District No. 3, hereby designates the following staff as authorized signers for the District's VISA Cards.

<u>Employee</u>	<u>Card Name</u>	<u>Limit</u>
Trista Strong	GU AD Secretary	\$2,000
Janine Attlesperger	Humbolt Principal	5,000
Andy Lusco	AD / Vice Principal	5,000
Andy Lusco	Athletics Coach 1	5,000
Andy Lusco	Athletics Coach 2	5,000
Andy Lusco	Athletics Department	10,000
Gary Vanderstelt	Transport Driver 1	1,500
Gary Vanderstelt	Transport Driver 2	1,500
Gary Vanderstelt	Transportation	5,000
Dustin Wilson	Facility Manager	\$5,000
Janet Myers	Communications	\$5,000
Shanna Northway	Student Services	\$7,500
Sara Wilson	GU Secretary	\$2,000
Catrina Gabbard	Humbolt Secretary	\$5,000
Kalli Wilson	Career Tech Ed	\$10,000
Mark Witty	Superintendent	\$10,000
Jana Young	Accounts Payable/HR	\$6,000
Justin Lieuallen	GU Principal	\$10,000

Adopted this 21 day of August, 2024.

Signed: _____ Chairman

Attest: _____ Superintendent

Board of Directors:

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