



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

1/24
5.1

Board Meeting Minutes

Wednesday 08/21/2024 | 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: 7:04PM
 - 1.1.1 Board Attendance: 7 of 7 – (ZB virtual)
 - 1.2 Pledge of Allegiance
 - 1.3 Agenda Review
 - 1.3.1 Motion: CL; Second: AC; Unanimous: 7:0
 - 1.4 Election Appointment of Board Chair
 - 1.4.1 Motion to appoint Will Blood: CL; Second: AC; Pass: 6:0
 - 1.5 Election Appointment of Vice Board Chair
 - 1.5.1 Motion to appoint Amy Charette: JT; Second: CL; Pass: 6:0

- 2) **PUBLIC COMMENTS | 3-MINUTE LIMIT:**
 - 2.1 Public Forum: 0

- 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/im
 - 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 */ JL arrived at 7:15PM
- 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) */ JA will provide report 09/18
- 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: Superintendent Witty updated the board regarding the Implementation Team made up of 10 members including teachers and admin. They met August 1, 2024 to discuss the implementation of the Grant SD #3 Strategic Plan. The team developed a scorecard which will help determine progress towards the 3 strategic goals. The participants did a survey after the meeting and all were very favorable towards the facilitation of Melissa Matarazzo.
- 4.5.2 NWEA MAPS training update: Superintendent Witty discussed the upcoming training for staff during in-service week. He explained this training is to bring us up to speed with the assessment system that will be implemented this year.

The key advantages are: 1) Getting real time data so that instruction can adjust based on the outcomes. 2) The MAPS assessment system is correlated to the Core Standards required by the Oregon Department of Education. 3) The test is leveled which means that it will be a true measure of student's capabilities on both the low end and the high end. It does this by adjusting questions based on previous answers. 4) Grant SD #3 will own this data for the long haul thus create longitudinal data that can inform overall program effectiveness. 5) The MAPS system celebrates growth! 6) MAPS has excellent reports from the classroom level to the building and district level. This will make data easier to learn from and make reports to the board. 7) We can require this assessment which will give us data on all students. This data will assist us with Strategic Goal #2 around building a student success plan for each student.

- 4.5.3 Executive Function Training: Superintendent Witty explained the importance of executive functioning skills in the success of students. These skills underlie the capacity to plan ahead and meet goals, display self-control, follow multiple-step directions even when interrupted, and stay focused despite distractions.

Core components include working memory, mental flexibility, and self-control. The training will occur on September 13th and October 18th. This training directly supports the Grant SD #3 Strategic Goals by training skills K-12 that will lead to success for each student.

- 4.5.4 Hiring update: Grant SD #3 has hired almost all openings. We are still advertising for a certified teacher at Seneca and several educational assistants, and coaches for winter and spring.
- 4.5.5 Human Resources video update: Superintendent Witty is working with videographer Timothy Parks in developing a 3 to 4 minute video targeting new employees and why to come to work for Grant SD #3. Seventeen interviews are scheduled for September 5th, 6th and 7th.

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The District will utilize the video in recruitment fairs and share it with any prospective employees, and will be posted on our Human Resources web-page. If enough b-roll is produced it may be possible to create a celebrate Grant County video that could be shared with multiple entities in Grant County to utilize on their web sites.

- 4.5.6 Renew America Grant | GU HVAC: We are part of the Oregon Consortium of 8 Districts that were awarded this grant. We need further interaction with the funders to determine the best way we can take advantage of the grant in Phase 1, 2 and 3.
- 4.5.7 Community Initiated Project – Merkley and Wyden | \$1.45M: Superintendent Witty explained that we had made the next phase within the grant and are on the list that Senator Merkley and Wyden has shown support.

This is good news and gives us an excellent chance of success. Additional grants to apply for include the Early Learning Infrastructure Grant operated by Business Oregon, TFFF, Marie Lamfrom Charitable Foundation and the Oregon Community Foundation. A budget is being prepared by Aaron Lieuallen and Joe Hitz to determine the remodel costs including parking and playground space.

- 4.5.8 Early Learning visitation: Superintendent Witty explained that a grant has been secured from the JtMF to visit Early Learning Centers in our region. We will organize a trip in September/October so that all community partners can participate.
- 4.6 Construction/Capitol Projects Update/MW

HES HVAC: The reports are laid out in your packet and so if you have questions about them let me know. I hear that we have air conditioning functional in every room at Humboldt.

HES Playground: is coming along, I think first, second week in September, we'll have that one completed.

HES Greenhouse: we will need to get a building permit, and related paperwork completed. We will receive a better, less expensive product for the greenhouse, as a result. It will be more solid, will install it ourselves, with completion projected sometime in October.

GU | Student Commons: Consider the opportunity to walk through there and see that it will be a great space for the kids for sure. Notice the windows when you go by GU, on the east side there are new windows in there and it really does, more modern, a lot better.

GU Windows: Arch windows make a difference from an energy efficiency standpoint. This project is moving along and I am feeling pretty good about it.

HES Chicken Shed: I'm really interested and excited to see Humboldt students utilize that and see what happens with their experiences. Marcus Teague will build it in his shop with his students. We're pouring the concrete pad for it. Then we'll haul it over. The high school kids will have built it and will install it.

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- 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
 - 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: **AC**; Second: **MTA**; Unanimous: **7:0**
- 6) **NEW BUSINESS:**
- 6.1 2024/2025 Board/Superintendent Operational Agreement
 - 6.2 2024/2025 Annual District Resolutions (14): **Resolution No. 25-15 was added during this board meeting and will be posted within the Board Meeting Minutes for 08/21/2024, and will be posted 09/19/2024, following approval of the board on 09/18/2024.**
 - 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: **CL**; Second: **KB**; Unanimous: **7:0**

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- 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: CL; Second: KB; Unanimous: 7:0
- 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: CL; Second: KB; Unanimous: 7:0
- 6.2.4 Approve Resolution #25-04 – Designating The Budget Officer for Fiscal Year 2024-2025:
 - 6.2.4.1 Motion: CL; Second: KB; Unanimous: 7:0
- 6.2.5 Approve Resolution #25-05 – Designating the Official Auditors for Fiscal Year 2024-2025:
 - 6.2.5.1 Motion: CL; Second: KB; Unanimous: 7:0
- 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: CL; Second: KB; Unanimous: 7:0
- 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: CL; Second: KB; Unanimous: 7:0
- 6.2.8 Approve Resolution #25-08 – Designating the Legal Counsel to be used for Fiscal Year 2024-2025:
 - 6.2.8.1 Motion: CL; Second: KB; Unanimous: 7:0
- 6.2.9 Approve Resolution #25-09 – Designating the Asbestos Program Manager for Fiscal Year 2024-2025:
 - 6.2.9.1 Motion: CL; Second: KB; Unanimous: 7:0
- 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: CL; Second: KB; Unanimous: 7:0
- 6.2.11 Approve Resolution #25-11 – To Co-mingle Funds:
 - 6.2.11.1 Motion: CL; Second: KB; Unanimous: 7:0
- 6.2.12 Approve Resolution #25-12 – To Authorizing Signature for Federal/State Program Application:
 - 6.2.12.1 Motion: CL; Second: KB; Unanimous: 7:0
- 6.2.13 Approve Resolution #25-13 – Authorizing the Superintendent to Enter into and Approve Payments on Certain Contracts:
 - 6.2.13.1 Motion: CL; Second: KB; Unanimous: 7:0
- 6.2.14 Approve Resolution #25-14 – Authorizing the use of Credit Cards:
 - 6.2.14.1 Motion: CL; Second: KB; Unanimous: 7:0

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SPECIAL NOTE: 15 Resolutions passed unanimously and simultaneously; Resolution #25-15 was added during this board meeting and enclosed with this August 21, 2024 Board Meeting Minutes edition.

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: Superintendent Witty reviewed the work session that was held by the board on August 14 and led by OSBA trainer Kristen Miles. During the work session the board determined an area for growth of the Board of focusing on advocacy of District interests at the local, state and federal level.

The area that was fully discussed focused on the impact of Malheur Lumber closing. Superintendent Witty relayed his understanding that it meant 71 direct jobs and then quite a few more based on jobs that support the mill such as loggers, truckers and those that service the equipment utilized in the industry.

Superintendent Witty relayed his lived experience of when the USFS consolidated jobs which meant a loss of local USFS employees around 2000. Over the next 3 years Grant Union HS lost 30 students as a direct result of this loss of employment.

Superintendent Witty updated the board on calls made to Senator Wyden's office and Senator Merkley's office to attempt to get a meeting with legislators. Thus far this effort has not been successful so Superintendent Witty suggested that the board write an impact statement from the lens of Grant SD #3 if Malheur Lumber shuts down.

Board Chair Will Blood, Board Member Chris Labhart and Board Member Jake Taylor agreed to serve on the team organized by Superintendent Witty. Superintendent Witty will be responsible to organize the date and time for the meeting that is acceptable to all parties. Superintendent Witty was directed to reach out to other interested entities to gauge their interest in participating in the effort to advocate for keeping an operational mill in John Day./MW

Board Member Comments/Discussion: **READ AI HAS BLOCKED ME – MAYBE OMIT THIS LINE.** 😞

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)

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8) **BOARD REPORTS:**

- 8.1 **KB:** Apologized for missing the 08/20 Student Commons gathering/breakfast.
- 8.2 **M.T. A:** Praised new screen doors, Carrie Sullivan joining Seneca Elementary Team and a fond farewell to Zach Williams, now former Head Varsity Softball Coach.
- 8.3 **AC:** Thanks to staff administrators for hosting 08/21 Welcome Back BBQ – very nice seeing/meeting new hires!
- 8.4 **CL:** Thanks to new hires, fond farewell to former coach Zach Williams
- 8.5 **ZB:** Thanks to Mark Witty for looking outside the school district for topics that will directly impact our schools, such as Malheur Lumber’s pending closure. Also, appreciation for Will Blood and Amy Charette for their dedication in working toward creating a great brand.
- 8.6 **WB:** Rebuilding from 2023 forward is a great feeling. Appreciated breakfast gathering on 08/20 and the entire presentation, but especially the lives that were saved by ~ 85 strangers creating a human chain from shoreline, to ~ 100 yards out in the ocean to save 10+ people caught in a rip tide – reflecting on the critical nature of teamwork for our students and their future success in life. Another fond farewell to Zach Williams and the years of impact he had on our students and softball.
- 8.7 **JT:** Seeing momentum that was needed. Seeing great changes with the hiring process update, and appreciation for the years Zach Williams spent coaching our students and the dedication.

[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!

9) **TOTAL IN ATTENDANCE:**

- 9.1 In Person: 7
- 9.2 Via Zoom: 5

10) **ADJOURNED: 8:07PM** → Motion: JT; Second: KB; Unanimous: 7:0

X:  Date: 09/18/2024
Superintendent

X:  Date: 09/18/2024
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/>

Mark W. Witty
Superintendent



Board – Superintendent Operating Agreement

1/5
6.1

Mission Statement

Our Prospecter 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.
- 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.

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2024/2025 Board - Superintendent
Operating Agreement

Board of Directors:

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

Mark W. Witty
Superintendent

- 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.
- 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.

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2024/2025 Board - Superintendent
Operating Agreement

Board of Directors:

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

Mark W. Witty
Superintendent

- 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.

Board of Directors:

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

Mark W. Witty
Superintendent

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.

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.

Board of Directors:

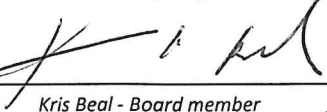
Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor


Mark W. Witty
Superintendent

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: 8/21/2024
Mark W Witty - Superintendent

X  Date: 8/21/2024
Kris Beal - Board member

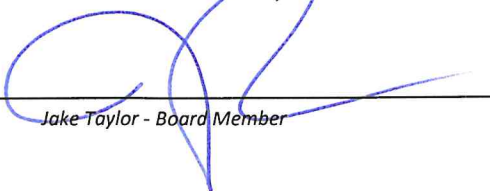
X  Date: 8/21/24
M.T. Anderson - Board Member

X  Date: 8/21/2024
Amy Charette - Board Member/Vice Chair

X  Date: 8-21-2024
Chris Labhart - Board Member

X  Date: 9/13/24
Zac Bailey - Board Member

X  Date: 8/21/24
Will Blood - Board Member/Chair

X  Date: 8-21-2024
Jake Taylor - Board Member



6.2.15
Added
at
meeting

Grant School District No. 3

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

RESOLUTION #25-15

A RESOLUTION ESTABLISHING ADMINISTRATIVE AUTHORITY AND SIGNATORIES FOR DEPOSITORIES FOR SCHOOL DISTRICT FUNDS AT BANK OF EASTERN

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby states the following in relation for the bank accounts at Bank of Eastern Oregon

1. General Checking
 - a. Online Banking Administrator – Mary Jo Evers
 - b. Authorized Signers – Mark Witty and Mary Jo Evers
 - c. Authorized User – Jana Young
2. Scholarship Accounts
 - a. Authorized Signers – Mark Witty and Mary Jo Evers
3. Grant Union High School Student Body
 - a. Authorized Signers – Justin Lieuallen, Andrew Lusco and Trista Strong
 - b. Authorized User – Sara Wilson
4. Humbolt Elementary School Student Body
 - a. Authorized Signers – Janine Attlesperger and RC Huerta
 - b. Authorized User – Catrina Gabbard

Adopted this 21st 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 #25-01

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: Witty Chairman

Attest: Mark Witty 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/>



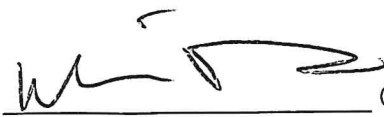
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RESOLUTION #25-02

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:

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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:

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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:

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

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

Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor
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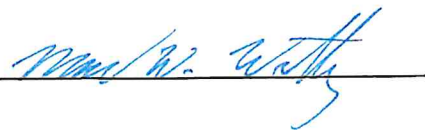
RESOLUTION #25-12

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:

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

Employee	Card Name	Limit
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: [Signature] Chairman

Attest: [Signature] 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/>



Grant School District No. 3

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RESOLUTION #25-15

A RESOLUTION ESTABLISHING ADMINISTRATIVE AUTHORITY AND SIGNATORIES FOR DEPOSITORIES FOR SCHOOL DISTRICT FUNDS AT BANK OF EASTERN OREGON

BE IT RESOLVED, the Board of Directors of Grant School District No. 3 hereby states the following in relation for the bank accounts at Bank of Eastern Oregon

1. General Checking
 - a. Online Banking Administrator – Mary Jo Evers
 - b. Authorized Signers – Mark Witty and Mary Jo Evers
 - c. Authorized User – Jana Young
2. Scholarship Accounts
 - a. Authorized Signers – Mark Witty and Mary Jo Evers
3. Grant Union High School Student Body
 - a. Authorized Signers – Justin Lieuallen, Andrew Lusco and Trista Strong
 - b. Authorized User – Sara Wilson
4. Humbolt Elementary School Student Body
 - a. Authorized Signers – Janine Attlesperger and RC Huerta
 - b. Authorized User – Catrina Gabbard

Adopted this 21st day of August, 2024.

Signed: Chairman

A handwritten signature in black ink, appearing to be "Mark Witty", written over a horizontal line.

Attest: Superintendent

A handwritten signature in blue ink, appearing to be "M. Witty", written over a horizontal line.

Board of Directors:

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

Grant School District No. 3

PLEASE SIGN IN

BOARD MEETING

District Office Board Room

DATE: 08/21/2024 TIME: 7:00 AM

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

(3- Minute Limit)

NAME (please print)

TOWN REPRESENTING

<input type="checkbox"/>	<u>Luise Atkesperger</u>	<u>JD</u>
<input type="checkbox"/>	<u>Shanna Northway</u>	<u>JD</u>
<input type="checkbox"/>	<u>Justin Daws</u>	<u>JD</u>
<input type="checkbox"/>	<u>Elyse K</u>	<u>JD</u>
<input type="checkbox"/>	<u>Anna Field</u>	<u>PC</u>
<input type="checkbox"/>	<u>Jaysun Humbid</u>	<u>JD</u>
<input type="checkbox"/>	_____	_____
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⑤ on-line attendees