



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

Board Meeting Agenda

Wednesday 10/16/2024 | 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 Community Partners Award Presentation: Cornerstone Christian Fellowship

- 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): TBA**

- 4) **REPORTS:**
 - 4.1 Financial/Business Manager/ MJE *
 - 4.1.1 See: Board Meeting Packet – Addendum | Financial Report – September 2024

 - 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 = 39
 - 4.3.2 HES = 46
 - 4.3.3 SES = 4
 - 4.3.4 HCCC = 4
 - 4.3.5 DO = 4
 - 4.3.6 Transportation = 7
 - 4.3.7 **TOTAL: 104**

 - 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) *

Board of Directors:



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4.4.5 Director, Trina Fell | Humbolt Child Care Center (HCCC) *

4.5 Superintendent's Report/ Superintendent Mark Witty

- 4.5.1 Early Learning Visitation
- 4.5.2 OSBA Fall Regional Road Show | Prairie City School cafeteria | 10/28/2024 – 6 – 8:00PM
- 4.5.3 OSBA Convention | Portland, OR | 11/08 – 11/09/2024
- 4.5.4 October 2024 Audit
- 4.5.5 PERS Estimate 2025/2026 School year
- 4.5.6 ODE Workforce Engagement
- 4.5.7 Update Board Advocacy/Malheur Closure

4.6 Construction/Capitol Projects Update/Budget Narrative/MW *

- 4.6.1 GSD3 Project Tracker
- 4.6.2 GSD3 Project Updates

4.7 Division 22 Compliance

- 4.7.1 Compliance Report (9) *
- 4.7.2 Corrective Action Plan (6) *

4.8 Strategic Plan Scorecard *

4.9 MAPS Growth Data/Shanna Northway

4.10 Integrated Guidance Report/Mark Habliston *

5) **CONSENT AGENDA:**

5.1 Recommend Approving 08/21/2024 Board Meeting Minutes *

5.2 Recommend Accepting New Hires:

- 5.2.1 Fred Fell, Assistant Baseball Coach | Grant Union JR/SR High School
- 5.2.2 Trinity Morris, Head JH Girls Wrestling Coach | Grant Union JR/SR High School
- 5.2.3 Trey Thompson, Assistant Basketball Coach | Grant Union JR/SR High School
- 5.2.4 Kenna Combs, Special Education Assistant | Humbolt Elementary School
- 5.2.5 Jordan Hall, Special Education Assistant | Humbolt Elementary School
- 5.2.6 Cheryl Hendron, Librarian/Instructional Assistant | Humbolt Elementary School
- 5.2.7 Quinlan Taylor, Special Education Assistant | Humbolt Elementary School

5.3 Recommend Accepting Employment Role Transfer:

- 5.3.1 Melissa VanLoo, Instructional Assistant → Office Specialist 1 | Humbolt Elementary School

5.4 Recommend Accepting Employment Role Addition:

- 5.4.1 Bobbee Boethin, Assistant JH Girls Basketball Coach | Grant Union JR/SR High School
- 5.4.2 Robert Hunt, Assistant JH Boys Basketball Coach | Grant Union JR/SR High School
- 5.4.3 Jason Miller, Head Golf Coach | Grant Union JR/SR High School

5.5 Recommend Accepting Employment Resignations:

- 5.5.1 Mandi McQuown, Girls Asst Basketball Coach | Grant Union JR/SR High School
- 5.5.2 Cassi Wyllie, Child Care Teacher | Humbolt Child Care Center

5.6 Approval Consent Agenda (Entire Section): Motion: ____; Second: ____; Unanimous: ____

6) **NEW BUSINESS: 0**

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

- 7.1.1 10/16 – Board Meeting | 7:00PM
- 7.1.2 10/28 – OSBA Road Show | Prairie City, OR | 6:00 - 8:00PM
- 7.1.3 11/07 – 11/09/2024 | OSBA Fall Conference | Portland, OR
- 7.1.4 11/20 – Board Meeting | 7:00PM (subject to change)
- 7.1.5 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:**

[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: _____
- 9.2 Via Zoom: _____

10) **ADJOURNED: _____ PM**

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/>*

Grant School District No. 3

Board Meeting Supplements

Section 4:

Monthly Administration Reports

NOTES: OL = FTOL = Full-time On-line; enrollment is measured last day of each month | Report by: District Secretary/jm

YEAR	GU J/S HS	HUMBOLT	SENECA	OL-GU	OL-H	OL-S	ADM TOTAL	G/L	HCCC	TOTAL
2024/2025										
JUN										
MAY										
APR										
MAR										
FEB										
JAN										
DEC										
NOV										
OCT										
SEP	211	246	12	6	1	0	476	1	24	500
AUG	201	256	12	5	1	0	475	-15	24	499
2023/2024										
JUN	208	252	13	12	5	0	490	0	23	513
MAY	208	252	13	12	5	0	490	0	23	513
APR	209	251	13	12	5	0	490	0	21	511
MAR	211	251	11	12	5	0	490	4	17	507
FEB	204	254	11	17	*	*	486	3	17	503
JAN	204	254	13	12	*	*	483	-3	17	500
DEC	207	250	12	17	*	*	486	-3	23	509
NOV	207	253	12	17	*	*	489	-12	22	511
OCT	210	261	14	16	*	*	501	-3	21	522
SEP	233	257	14	0	*	*	504	-42	20	524
AUG	235	255	12	44	*	*	546	86	*	546
2023/2024	208	252	13	12	5	0	490	0	23	513
2022/2023	204	244	12	*	*	*	460	0	*	460
2021/2022	246	278	22	*	*	*	546	-21	*	546
2020/2021	254	289	24	*	*	*	567	-47	*	567
2019/2020	280	312	22	*	*	*	614	*	*	614

KEYS: ADM = Average Dailey membership;
G/L = Gain or Loss; GU-OL = GU online;
H-OL = HES online; S-OL = SES online;

HCCC = Humbolt Child CC

4.3

October Board Meeting

New Hires

9/16/2024	Kenna Combs	Humbolt SPED EA
9/16/2024	Jordan Hall	Humbolt SPED EA
9/27/2024	Trey Thompson	Assistant Baseball Coach
9/27/2024	Fred Fell	Assistant Baseball Coach
9/27/2024	Bobbie Boethin	Assistant JH Girls Basketball Coach
9/27/2024	Jason Miller	Head Golf Coach
9/27/2024	Robert Hunt	Assistant JH Boys Basketball Coach
9/27/2024	Trinity Morris	Head JH Girls Wrestling Coach
9/30/2024	Quinlan Taylor	Humbolt SPED EA
10/1/2024	Cheryl Hendron	Librarian/Instructional Aide

Resignations/Quits

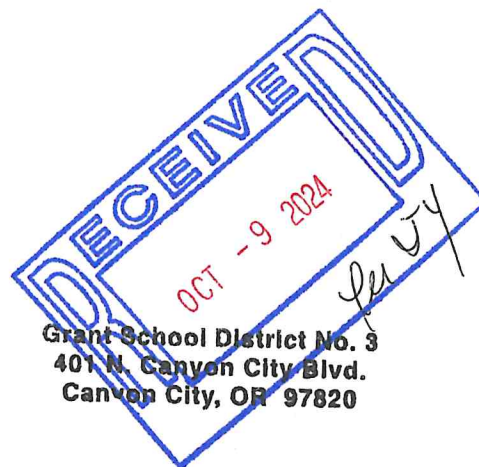
10/1/2024	Mandie McQuown	Girls Assistant Basketball Coach
10/4/2024	Cassi Wyllie	Humbolt Child Care Teacher

Misc Changes

9/10/2024	Mélissa Van Loo	Transfer-Humbolt EA to Office Specialist I
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Building Count

DO/Transportation	11
Humbolt	46
Humbolt Child Care	4
GU	39
Seneca	4
Total District Employees	<u>104</u>



Grant Union JR/SR High School | October 2024 Board Meeting Report

September 2024

District Mission Statement

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

11/2
441

District Vision Statement

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

To: Superintendent Mark Witty | Grant School District 3 Board of Directors
From: Principal Justin Lieuallen | Grant Union Jr./Sr. High School

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

- September training and practice for Grant Union Jr./Sr. High School staff included our monthly fire drill held on September 5th, Bus Evacuation Drill held on September 24th, and an Executive Functioning Workshop that was provided virtually on September 13th.
- Staff recognition for the month of September included district level recognition of Tonia Seebart for the numerous hours of student schedule preparation and adjustments, Sonna Smith for her extended work developing the first quarter scope and sequence for our PRIDE Advisory classes at all grade levels, and Denise Blevins for her effort to coordinate and manage our Flex program. Other staff that were recognized included Trista Strong, Dustin Wilson, Kyle Erikson and Marcus Teague. Sonna Smith also received the Apple Award, presented to her by Robert Waltenburg during the student assembly on September 18th.
- 30 day interview meetings have been scheduled with new hired staff that are taking place in early October.
- Working with GU Leadership team on a walkthrough observation process that will ensure staff are receiving supportive feedback on a regular basis.
- In the process of designing CTE Program rack cards and fliers that will help staff, students and parent/guardians better understand what our programs have to offer and various career pathways within each program.

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

- Provided the "Roadshow" to students during the first week of school during PRIDE Advisory. During the Roadshow, Mr. Lusco covered key points in the student handbook and offered time to answer student questions.
- 8th grade students had the opportunity to participate in Aviation Day at the airport on September 25th.
- Letters were sent out to families regarding the continued offering of Flex and Friday School 9-noon. As a staff we decided to call these Fridays, Friday Academy. In addition to letters, phone calls were made to 7th grade families to share the Flex framework.
- Flex PLC meets weekly to discuss student support and any needed changes to practice.
- We continue to dial in our attendance support plan that focuses on tracking students' weekly attendance and Mrs. Riis meeting with them as needed to offer support. We're also offering a monthly Punctuality Party for students who have no unexcused absences

Grant Union JR/SR High School | October 2024 Board Meeting Report

or tardies. Punctuality Party will take place during PRIDE Advisory. Students will receive a ticket to attend prior to PRIDE and will then go to the commons during PRIDE to receive snacks and beverages, play Kahoots or Blooket game and have names drawn from a basket for prizes, and listening to music.

- Continued focus on core Advancement Via Individual Determination (AVID) strategies which are Writing, Inquiry, Collaboration, Organization and Reading (WICOR).

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

- We continue to face challenges with our intercom and speaker system, but are hopefully nearing resolution.
- We continue to dial in our security measures related to door and gate lock schedules, key card use, staff access, and building entrance key collection.
- Our newly remodeled Library/Commons area is nearing completion. Most recently a new exterior door was installed off the SE corner of the room. Next steps are to finish the storage cases and install a ceiling feature, drop down screen and ceiling mounted projector.

Athletic Update:

Fall Sports are starting to wrap up. It has been a busy time.

Volleyball-We are in the hunt for the District Tournament on October 26th.

10/17-Final home game and Senior Recognition

10/19- Final games at Heppner

10/26- District Tournament

Soccer- Currently we have 3 wins and a tie for the season (which is remarkable for a second year program), and are looking for a couple more wins.

10/15- Final home game and Senior Recognition

10/19- Final game at Umatilla

Football- Currently sitting at 3-2 and looking to earn a playoff spot.

11/1- Final game at home and Senior Recognition

Cross Country- Looking forward to competing at Districts for a chance at State.

10/24- Home meet for JH and HS and Senior Recognition.

11/1- District Meet

Cheer Club- Has performed at all home football games. It is nice to have them back.

11/18- First day of practice for high school winter sports.

Junior High Sports.

10/17- Last Football game at home

10/17- Last Volleyball game at home

10/24- Last XC Meet at home

10/21- Boys and Girls Basketball starts.

11/1- First JH Basketball games

October 2024

1/7
4.4.2

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 to Implement, Adjust, and Achieve Excellence

- **SPED Department Fully Staffed:** We are pleased to announce that our Special Education (SPED) Department is fully staffed, ensuring that our students receive the dedicated support they need.
- **Weekly Morning Trainings:** Weekly trainings are being held at Humboldt (Wednesdays) and Grant Union (Mondays) from 7:15-7:45 a.m. This month's focus was on implementing executive functioning language to help students problem-solve behavior challenges. We also discussed the concept of "respect," exploring how our own biases influence our interpretation of respect and working through scenarios to ensure we respond to students in ways that promote learning and growth.
- **Crisis Prevention Institute (CPI) Training:** CPI training for new SPED employees is scheduled for November 1st, with a re-certification training on February 28th. This training will equip staff with de-escalation techniques, behavior management strategies, and safe practices for engaging in restraint or seclusion when necessary.
- **Recognition:** Heather Rookstool was recognized for her exceptional support of our SPED staff and her leadership in supporting the roll-out of the MAP assessment system across the district.
- **TAG Case Manager Development:** We are in the initial stages of creating a job description and posting for a Talented and Gifted (TAG) case manager to provide targeted support to our TAG students throughout the year.

Strategic Goal #2: Create a Student-Focused Environment Where Each Student is Known and Prepared for Success

- **Parent-Teacher Conferences:** Conferences provided valuable feedback on how to better support students with specific needs. Case managers are now adjusting schedules, implementing accommodations, and collaborating with general education teachers to ensure IEP/504/TAG students are fully supported.

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- **Student Success Plan:** The timeline for the Student Success Plan has been submitted for approval. Our first committee meeting took place on October 11th, marking the beginning of this important initiative. (Project timeline Attached)
- **ODE Division 22 Compliance:** I collaborated with Mark to assess our compliance with ODE Division 22 standards. A timeline has been developed to bring the district into compliance with essential skills assessments over the next two years.
- **IEP/504 Meetings:** We continue to hold regular IEP/504 meetings to engage with families and ensure we are meeting the needs of our students.
- **New Students and Evaluations:** Four new IEP students have recently moved into the district, and three current students have been identified for special education evaluations.
- **TAG Evaluations:** All TAG meetings have been completed. Based on parent referrals during conferences, three students are now in the process of being evaluated for TAG eligibility, with meetings scheduled over the next four weeks.

Strategic Goal #3: Positive Perceptions, Community Ownership, and Support for District Facility Improvements

- **Parent Survey:** Parent surveys have been distributed via text, email, and in person during parent-teacher conferences. The survey will remain open until October 25th. We look forward to analyzing the data and using it to inform our efforts.
- **Booster Club:** The Prospector Booster Club has been actively working to grow its membership. In September, they hosted a student event where fall athletes repainted the iconic "BIG G" on the hill, which had a fantastic turnout. They also organized an alumni social before the homecoming football game, creating a strong sense of school spirit and community engagement.

Strategic Plan Implementation Efforts

- **Executive Functioning Training:** The district has completed the planning phase for district-wide training on implementing executive functioning skills. BrainTracks, a nationally recognized organization, will provide training to both certified staff and classified instructional assistants on October 18th. This training is part of our ongoing professional development focus.
- **Student Success Plan Platform:** I am working with Cindy Dougharity-Spencer to develop a platform within Google Suite to house the Student Success Plan, ensuring streamlined access and organization for staff.
- **MAP Assessments:** The first round of MAP Growth and MAP Reading Fluency assessments have been successfully completed. Despite a learning curve, our staff navigated the system well. The data from these assessments will be presented at the next board meeting.
- **District Scorecard:** Mark and I are working with Studer Education to finalize our district scorecard, which will align with our strategic plan for the 2024-25 school year.
- **Parent Surveys:** Parent surveys developed by Studer have been distributed, and we are in the process of collecting data. This feedback will provide insight into how we can

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better support our families and ensure their voices are included in decision-making processes.

- **FLEX Program Expansion:** The FLEX program has been expanded to include 8th grade students, as well as a select group of 9th graders who need additional support.
- **Homework Club:** Heather Rookstool has launched a homework club for 7th-12th grade students, meeting on Mondays and Wednesdays from 3:45-5:00 p.m. The club has had steady participation and provides an additional layer of support for students.
- **Oregon Battle of the Books:** The Oregon Battle of the Books Club is up and running, thanks to community volunteers and support from our TAG funds. Kelli Laframboise has agreed to act as the school liaison for the club.
- **Professional Development:** Janine and I will attend an educational conference hosted by Studer Education from October 22nd-24th in Denver, Colorado.
- **NWEA Training:** Teachers are scheduled for their second round of NWEA training on November 1st. This training will focus on interpreting data, utilizing it in the classroom, and implementing instructional changes based on assessment results.
- **Strategic Plan Poster:** Our business teacher (Kalli Wilson) and her students have done an outstanding job working with me to create an OUTSTANDING poster to display our strategic plan. Posters will start printing the week of October 14th with hopes that they are up in every classroom by November! (See Attached)

District Wide Caseload/Staffing

Humbolt 504	2
GU 504	14
GU IEP	43
Humbolt IEP	47
Seneca IEP	1
Students in Evaluation	4

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

October 2024

Project Roll-Out Calendar for Individual Student Success Plans

October 2024: Project Kickoff

- **10/4/24:** Official project launch.
 - Identify team leads from both elementary and high school teachers.
 - Begin researching electronic platforms to house the student success plans (options could include Google Workspace, oneNote, PowerSchool, or a custom platform).

October 2024: Platform Decision & Preliminary Research

- **Week of 10/7/24:**
 - Evaluate and compare electronic platforms based on ease of use, customization, teacher access, and student/parent engagement.
 - Build a sample student success plan to share with Humbolt Success Plan committee members.
 - Shortlist platform options and gather feedback from key stakeholders (teachers, IT team).
 - Hold preliminary meetings with elementary and high school teacher groups to discuss their role in the plan's implementation.
 - Start gathering existing resources, templates, or models for individualized student plans to inform the structure.

November 2024: Framework Development

- **Week of 11/4/24:**
 - Select a platform and initiate any necessary training or onboarding.
 - Ensure the platform can accommodate student profiles, including learning styles, accommodations, career interests, work samples, and more.
 - Form task forces for each grade band (elementary, junior high, high school) to begin designing appropriate plan templates.
 - Include sections for learning style, accommodations, career interests, work samples, student interests, extracurricular involvement, etc.
- **Week of 11/18/24:**
 - Host collaborative sessions with teachers to finalize the templates and expectations for data entry.
 - Incorporate feedback from school counselors, advisors, and special education teachers on plan structure and content.

December 2024: Pilot and Platform Testing

- **Week of 12/2/24:**
 - Begin pilot testing the electronic platform with a small group of teachers and students from various grade levels.
 - Collect feedback on ease of use, accessibility, and functionality.
- **Week of 12/16/24:**
 - Finalize the electronic platform based on pilot feedback.

October 2024

- Provide technical training for all teachers and advisors responsible for managing these plans.

January 2025: Teacher and Advisor Training

- **Week of 1/6/25:**
 - Conduct district-wide professional development to train all teachers and advisors on how to fill out, maintain, and manage student success plans.
 - Emphasize the importance of documenting accommodations, interests, essential skills, and student involvement.
- **Week of 1/20/25:**
 - Begin creating a resource library to support teachers in populating plans with necessary data (e.g., work samples, career interest surveys, learning style assessments).

February 2025: Initial Rollout

- **Week of 2/3/25:**
 - Launch the first phase of the rollout with selected grade bands (e.g., elementary K-3 and high school seniors).
 - Teachers and advisors begin creating and populating student success plans.
- **Week of 2/17/25:**
 - Monitor progress and provide additional support for teachers, addressing any technical or content-related issues.
 - Hold weekly check-ins with grade-level leads to ensure all students in these bands have plans in progress.

March 2025: Full-Scale Rollout

- **Week of 3/3/25:**
 - Expand the rollout to include all remaining grade bands (grades 4-8, high school grades 9-11).
 - Conduct progress check meetings to ensure compliance and troubleshoot as needed.
- **Week of 3/17/25:**
 - Review the plans created so far and ensure all required sections are completed.
 - Make adjustments based on teacher feedback to improve the process.

April 2025: Plan Audits & Parent/Guardian Engagement

- **Week of 4/7/25:**
 - Begin internal audits to ensure each student's plan meets district expectations.
 - Organize parent/guardian meetings or workshops to familiarize families with the plans and how they will support their child's progress.
- **Week of 4/21/25:**
 - Ensure that plans are being updated regularly with relevant information, including work samples and accommodations.

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May 2025: Final Adjustments and Progress Monitoring

- **Week of 5/5/25:**
 - Begin district-wide reviews of all individual student success plans. Ensure that all students are on track to have complete and accurate plans by the June deadline.
 - Address any gaps in plan content, especially in areas like career interests, essential skills documentation, and extracurricular involvement.
- **Week of 5/19/25:**
 - Conduct final reviews and updates on student success plans. Ensure all teachers and advisors have submitted plans for review by the end of the month.

June 2025: Final Review and Completion

- **Week of 6/2/25:**
 - Ensure 100% of students have a completed individual student success plan by the end of the school year.
 - Conduct final audits to ensure all necessary sections are complete, including learning styles, accommodations, career interests, work samples, and involvement documentation.
 - Provide a final report to the district leadership on the completion status and any additional next steps for maintaining the plans in the following year.

WHERE YOUR FUTURE BEGINS

Grant School District

Mission

OUR PROSPECTOR PROMISE:

A place for **EVERY** student to feel support, achieve success, and learn respect.

Vision

A Place Where Every Prospector is **KNOWN, EMPOWERED, AND READY** for the World!

Values

ACHIEVE EXCELLENCE

BY FOSTERING AN ENVIRONMENT WHERE RESPECT FOR LEARNING NURTURES A COMMUNITY THAT THRIVES ON CURIOSITY, COLLABORATION, AND UNDERSTANDING.

RESPECT

BY BUILDING RELATIONSHIPS, DEVELOPING TRUST, AND PROVIDING TRANSPARENT COMMUNICATION.

COMMUNITY

BY HONORING TRADITIONS, STRENGTHENING PARTNERSHIPS, SERVING OTHERS, AND WHERE EVERY STUDENT IS KNOWN.

PREPARATION

BY INDIVIDUALIZED GUIDANCE TO PREPARE EACH STUDENT FOR THEIR UNIQUE PATH.



Grant
SCHOOL DISTRICT #3



October 2024 Board Report for Humbolt Elementary School

District Goals

- **Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!**
 - We are fully staffed!
 - We recruited one new instructional assistant: Quinlan Taylor
 - We recruited a new librarian/instructional assistant: Cheryl Hendron
 - Hired experienced subs to help train new staff
 - Shared virtual training in:
 - Structured literacy and the Science of Reading
 - Student-led conferences
 - Executive functioning skills
 - ADHD strategies in the classroom
 - Secretaries attended State Reporting Training
 - Recognized Teacher of the Month and Volunteer of the Year
 - Updated professional growth and evaluation forms.
 - Disseminated staff surveys to inform staff training and building climate goals.
 - Counselor received CPI training
- **Goal II: Create a student-focused environment where each student is known and prepared for success in life!**
 - Students are greeted by name each morning.
 - Completed fall benchmark screeners and diagnostic assessments: AimsWeb Plus and NWEA Maps Growth and Fluency
 - Held first round of Response to Intervention data meetings to discuss student needs and determine challenge group placements
 - Scheduled individual teacher goals meetings and planned student learning and growth goals workshop
 - Students of the Month recognized for Academic Achievement and Safety
 - Self-manager program launched
 - 5th grade field trip to Sumpter Railroad
 - Attended IEP, 504, SST, and IIBHT meetings
 - Student Clubs: Running, OBOB, Homework, ASL, Spanish
 - Disseminated student surveys
- **Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!**
 - Held Parent-Teacher conferences
 - Continued use of ClassTag, SchoolMessenger, and social media.
 - Playground construction is completed.

Recent/Upcoming Events

- 9/25: Social Media Team
- 9/27: Rtl Data Meetings K-6
- 9/30: 5th Grade Field Trip to Sumpter
- 10/3-10/4: Parent Teacher Conferences;
- 10/3: Maintenance Meeting
- 10/7: Classified Staff Meeting
- 10/8: Secretary State Reporting Training
- 10/9: Crystal Apple Assembly
- 10/10: Penny Wars Assembly
- 10/11: State Inservice Day; Committee Meetings; Leadership Team Meeting; ThreatZero Training
- 10/14-10/17: Individual Goals Meetings
- 10/17: Student Awards Assembly
- 10/18: Executive Functioning Training; Staff Meeting; Student learning and growth goals workshop
- 10/21-10/24: Leadership Conference
- 10/24: Assembly; Elementary Gold Rush Run

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Seneca Little Loggers – Once a Seneca Kid, Always a Seneca Kid!

SENECA ELEMENTARY SCHOOL

101 Park Ave | Seneca, OR 97873-8724

Phone: (541) 542-2542 | Fax: (541) 575-3614

October 2024 Board Report for Seneca Elementary School

District Goals

- **Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!**
 - Shared virtual training in:
 - Structured literacy and the Science of Reading
 - Student-led conferences
 - Executive functioning skills
 - ADHD strategies in the classroom
 - K-2 Teacher attended Storytelling training
 - Disseminated staff surveys to inform staff training and building climate goals.
 - Administrator meets with teachers weekly and all staff monthly to discuss needs and offer support.

- **Goal II: Create a student-focused environment where each student is known and prepared for success in life!**
 - Completed fall benchmark screeners and diagnostic assessments: Aimsweb Plus and NWEA Maps Growth and Fluency
 - Teachers continue to create rich, hands-on, project-based learning opportunities for all students.
 - Data meetings held Friday, September 27. Teachers reviewed student data to inform project-based learning projects, Student Success Plans, and teachers' yearly student learning growth and professional goals.
 - Began initial student learning and growth goals process.
 - 4th-6th grade 3-day field trip to Camp Hancock
 - Disseminated student surveys

- **Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!**
 - Joined Coffee Time
 - Held Parent-Teacher conferences and Open House
 - Renewed partnership with the Burns Paiute Tribe
 - Attended Burns Paiute Pow Wow

Recent/Upcoming Events

- | | |
|---|---|
| <ul style="list-style-type: none"> ○ 9/20: Teacher Non Contract Day; Strategic Plan Session ○ 9/25: Principal visit; Staff meeting; Social Media Team ○ 9/27: Coffee Time; Data Meeting ○ 10/2: Principal visit; SEL day ○ 10/3-10/4: Parent Teacher Conferences ○ 10/3: PTA Meeting; Open House ○ 10/8: Secretary Training ○ 10/9: Principal visit | <ul style="list-style-type: none"> ○ 10/11: State Inservice Day; ThreatZero Training ○ 10/11-10/12: Burns Paiute Pow Wow ○ 10/16: Individual Goals Meetings ○ 10/18: Executive Functioning Training; Staff Meeting; Student Learning and Growth Goals Workshop ○ 10/21-10/24: Leadership Conference in Denver, CO ○ 10/24: Elementary Gold Rush Run |
|---|---|



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Humbolt Child Care Center

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

Phone: (541) 575-1280 Ext: 3155

Monthly Report | October 2024

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: 5
 - Infants: 5

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

- Income: \$13,821.00
- Payroll: <\$26,307.45>
- Expenses: <\$ 1,309.00>
- Bottom Line: <\$13,795.45>

Summary of Care: Current building could service max of 8 infant spots, 5 toddler spots, and 18 preschool/school age spots. This would require 8 staff (3 teachers, 3 Aides, 1 Float, 1 Director). Each classroom is licensed with the Department of Early Learning and Care. The child care is going through improvements to meet standards set forth in accepting 4 Preschool Promise Slots.

Mission Statement: At Humbolt Child Care Center, we are committed to providing every child with a safe, nurturing, and interactive environment. We believe in offering affordable and high-quality care to all children, regardless of their background. Our goal is to support each child's social, emotional, cognitive, and physical needs while they play, learn, and grow with us.

District Goals: 1. Recruit, train, and retain staff, able to implement, adjust, and achieve excellence. 2. Create a student focused environment where each child is known and prepared for success in life. 3. Positive perceptions, community ownership, and support for our district's facility improvements.

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

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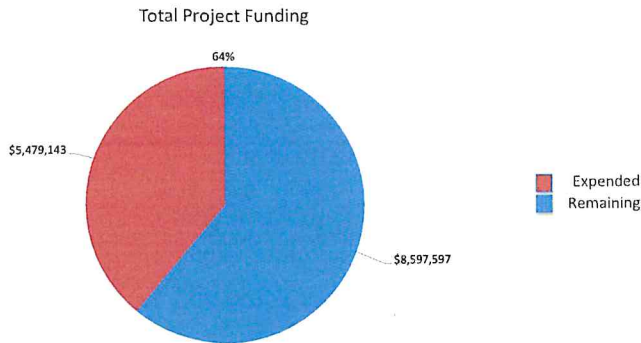
Grant School District 3

Project Tracker

Wednesday, October 9, 2024



Project	Project No.	Funding Source	Start Date	Months in Progress	Work Status	Budgeted Cost	Current Spend	% Expended
Humbolt Greenhouse/Chicken Coop/Landscaping	2024-XX	Fund 400 - Cap Projects	Jun-24	4	In-Progress	\$355,000	\$0	0%
GU TAP 2024 Seismic	2024-XX	Fund 400 - Cap Projects	Jul-24	3	In-Progress	\$25,000	\$11,620	46%
Grant Union HVAC	2023-04	ESSER III	Jul-23	16	In-Progress	\$2,335,000	\$71,930	3%
District Maintenance Facility	2023-05	Fund 400 - Cap Projects	Sep-23	13	In-Progress	\$268,783	\$68,207	25%
GUHS Replacement Feasibility Study	2022-04	DAS HB5202	Jul-22	27	In-Progress	\$250,000	\$102,634	41%
GUHS Student Commons	2023-02	ESSER III & Brownfield Grant	May-23	17	In-Progress	\$343,653	\$336,327	98%
Humbolt HVAC	2022-02	DAS HB5202	Jul-22	28	In-Progress	\$1,198,441	\$1,066,703	89%
Humbolt Playground Equipment	2023-03	ESSER II/III	Sep-23	13	Completed	\$405,672	\$405,672	100%
GU Window Replacement	2024-XX	Fund 400 - Cap Projects	Jun-24	4	Completed	\$62,250	\$62,250	100%
GU Courtyard & Grounds	2024-XX	Fund 400 - Cap Projects	Jun-24	4	Completed	\$115,705	\$115,705	100%
PA System	2024-01	Fund 400 - Cap Projects	Jan-24	9	Completed	\$27,488	\$27,488	100%
Pressbox @ 7th Street	2022-05	Fund 400 - Cap Projects	Dec-22	23	Completed	\$141,300	\$141,300	100%
Humbolt Seismic - Phase 2	2022-01	Business Oregon Seismic Grant	May-21	32	Completed	\$1,286,460	\$1,286,460	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	\$114,055	\$114,055	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 & Alarms	2023-09	Fund 400 - Cap Projects	Sep-23	13	Completed	\$242,419	\$242,419	100%
Total All Projects (Sum/Avg./In-Progress)	19			12	12	\$8,597,597	\$5,479,143	64%



Fund 400 - Capital Projects	
Total	\$4,443,790
Expended	\$1,316,123
Remaining	\$3,127,668
% Remaining	70%

DAS HB5202 Grant Funding	
Total	\$2,250,000
Expended	\$2,259,214
Match	(\$9,214)
% Remaining	0%

2022 SEISMIC Grant Funding	
Total	\$1,089,877
Expended	\$1,089,877
Remaining	\$0
% Remaining	0%

ESSER II/III Grant Funding	
Total	\$813,930
Expended	\$813,930
Remaining	\$0
% Remaining	0%

Wednesday, October 9, 2024

Grant School District 3 Project Updates

Project Schedule		
Start	End	Months

			Start	End	Months
GUHS	Student Commons	Construction complete. Metal frames and doors are installed. New glass scheduled for install along with final lettering. Project will then be complete.	Sep-23	Sep-24	14
	GU HVAC	CM/GC Contract and GMP Amendment Awarded. Scheduling for construction in summer 2025. Currently soliciting for the ASHRAE Level 2 Energy Audit needed for the Renew America's Schools federal grant. Energy Audit to be performed this fall.	Jul-23	Aug-26	39
	Maintenance Building	Permits issued; construction to begin January	Jul-23	Jul-25	25
	Feasibility Study	In progress; final site selected and team is working on the site design plans.	Jul-22	Jun-25	37
	GU TAP 2024 Seismic	In progress	Jul-24	Jun-25	12
Humbolt	Humbolt HVAC	All work complete; pending commissioning and balancing report	Jun-23	Nov-24	18
	Greenhouse/Chicken Coop/Landscaping	Construction delayed while we work through the details of the design and permitting.	Jun-24	May-25	12
Completed Projects	Playground Equipment	Completed September 2024.	May-24	Sep-24	6
	PA System	Completed August 2024.	Jun-24	Aug-24	3
	GU Window Replacement	Completed August 2024.	Jun-24	Aug-24	3
	GU Courtyard	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	

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Grant School District #3 Report on Compliance with Public School Standards 2023-24 School Year

By November 1 of each year, school district superintendents are required by [OAR 581-022-2305: District Assurances of Compliance with Public School Standards](#) to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of **Grant School District's** compliance with each of the requirements of Oregon's administrative rules found in [DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS](#) during the 2023-24 school year. For each rule reported as out of compliance, **Grant School District** has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2025-26 school year.

What are the requirements of the standards? For a general overview of what each rule/standard requires, consult this high-level [Rules at a Glance summary](#). For specific, comprehensive requirements, use the links below for each individual rule.

Category: Teaching & Learning

Subcategory: Curriculum & Instruction

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2030 District Curriculum	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2045 Substance Use Prevention and Intervention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2050 Human Sexuality Education	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2055 Career Education	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2060 Comprehensive School Counseling	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Elementary Grades	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Middle Grades	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2320 Required Instructional Time	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2340 Media Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2500 Programs and Services for TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2350 Independent Adoptions of Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2355 Instructional Materials Adoption	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Assessment & Reporting

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2100 Administration of State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2110 Exception of Students with Disabilities from State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2115 Assessment of Essential Skills: Diploma Requirements	Waived through the end of 2027-28 school year	Not applicable	Not applicable
581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement	Not In compliance	The district has met all of the requirements for this rule.	See attached Corrective Action Plan & Timeline

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2120 Essential Skill Assessments for English Language Learners	Waived through the end of 2027-28 school year	Not applicable	Not applicable
581-022-2270 Individual Student Assessment, Recordkeeping and Reporting	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Program & Service Requirements

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2315 Special Education for Children with Disabilities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2330 Rights of Parents of TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2505 Alternative Education Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2515 Menstrual Dignity for Students	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: High School Diploma

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2000 Diploma Requirements	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2005 Veterans Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2010 Modified Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2015 Extended Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2020 Certificate of Attendance	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2025 Credit Options	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Health & Safety

Subcategory: Policies & Practices

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2205 Policies on Reporting of Child Abuse	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2220 Health Services	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2310 Equal Education Opportunities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2312 Every Student Belongs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2345 Auxiliary Services	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Plans & Reports

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2223 Healthy and Safe Schools Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2225 Emergency Plans and Safety Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2230 Asbestos Management Plans	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2267 Annual Report on Restraint and Seclusion	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2510 Suicide Prevention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Athletics & Interscholastic Activities

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2210 Anabolic Steroids and Performance Enhancing Substances	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2215 Safety of School Sports – Concussions	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2308 Agreements Entered Into with Voluntary Organizations	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: District Performance & Accountability

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2250 District Improvement Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2255 School and District Performance Report Criteria	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2260 Records and Reports	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2265 Report on PE Data	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2300 Standardization	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2305 District Assurances of Compliance with Public School Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2370 Complaint Procedures	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Human Resources/Staffing

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2335 Daily Class Size	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2400 Personnel	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2405 Personnel Policies	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2410 Teacher and Administrator Evaluation and Support	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2415 Core Teaching Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2420 Educational Leadership - Administrator Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2440 Teacher Training Related to Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

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Compliance Report for Division 22 Standard 581-022-2115: Assessment of Essential Skills

Overview:

Our district is currently not in compliance with Division 22 Standard 581-022-2115, which mandates the assessment of essential skills, collection of work samples, and the use of state scoring guides. This report outlines a two-year phased plan to bring our district into compliance, with the implementation of reading and writing assessments in the 2024-2025 school year and math and science following in the 2025-2026 school year. An essential component of this plan is robust teacher training on essential skills, fair assessment practices, and data tracking to improve instructional practices.

Key Areas of Non-Compliance:

- **Lack of Assessment of Essential Skills:** The district has not consistently administered performance assessments aligned with essential skills as defined by the Oregon Department of Education (ODE) in reading, writing, mathematics, and science.
 - **Lack of Work Sample Collection:** The district has not collected and assessed work samples required to demonstrate proficiency in essential skills, as outlined in Section (2) of the standard.
 - **No Use of State Scoring Guides:** The district has not used official state scoring guides to assess student work samples, necessary for ensuring standardization and consistency.
-

Two-Year Plan for Compliance:

Year 1: 2024-2025 School Year

Focus: Reading and Writing

Step 1: Establish Assessment of Reading and Writing Essential Skills (November 2024 – February 2025)

Action:

- Develop assessment plans and rubrics focused on reading comprehension and writing skills, aligned with ODE standards.

Implementation:

- Use the official state scoring guide for reading and writing assessments.

- Administer local performance assessments in reading and writing for students in grades 3-8 and high school.
- Ensure that high school students have multiple opportunities to demonstrate proficiency.

Teacher Training:

- Provide professional development for teachers on essential skills, focusing on how to design and implement fair assessments for reading and writing.
 - Include training on using state scoring guides to ensure consistency in evaluation and fair practices.
 - Emphasize using student data to track progress, guide instruction, and offer targeted interventions.
-

Step 2: Collection and Scoring of Reading and Writing Work Samples (February 2025 – April 2025)

Action:

- Begin collecting work samples in reading comprehension and writing.
- Each student will submit at least one work sample annually to demonstrate proficiency.

Implementation:

- Teachers will work collaboratively to ensure the standardized collection and scoring of work samples using the state's 6-point rubric.
- Begin pilot work sample collection for high school students, followed by a phased implementation in grades 3-8.

Teacher Training:

- Provide training on how to collect, score, and provide feedback on work samples.
 - Focus on fair assessment practices, with teachers learning how to evaluate work equitably across different student groups.
 - Guide teachers in analyzing student work to inform instructional decisions and adjust teaching strategies.
-

Step 3: Tracking Student Progress in Reading and Writing (April 2025 – June 2025)

Action:

- Implement a tracking system to monitor student progress in reading and writing essential skills.

Implementation:

- Utilize student management systems to track progress, ensuring students have met proficiency standards.
- Track work sample completion and proficiency levels, particularly for high school students nearing graduation.

Teacher Training:

- Provide professional development on using data from student assessments to track progress.
 - Train teachers to make data-driven instructional decisions, identify student strengths and gaps, and adjust instruction accordingly.
-

Year 2: 2025-2026 School Year**Focus: Mathematics and Science****Step 4: Establish Assessment of Math and Science Essential Skills (November 2025 – February 2026)****Action:**

- Develop assessment plans and rubrics for mathematics and scientific inquiry skills, aligned with ODE standards.

Implementation:

- Administer local performance assessments in math and science in grades 3-8 and high school, using the state scoring guide.
- Provide multiple opportunities for students to demonstrate proficiency in math and science essential skills.

Teacher Training:

- Deliver training for teachers on assessing essential skills in math and science, focusing on using fair assessment practices and state scoring guides.
 - Teachers will receive support in designing math and science assessments that align with essential skills and provide meaningful insights into student progress.
-

Step 5: Collection and Scoring of Math and Science Work Samples (February 2026 – April 2026)

Action:

- Begin collecting work samples in mathematical problem-solving and scientific inquiry.
- Each student will submit at least one work sample annually in math and science.

Implementation:

- Standardize the collection and scoring of math and science work samples across grade levels, using the state's 6-point rubric.

Teacher Training:

- Teachers will receive training on fair evaluation methods and consistent use of the state scoring guides for math and science work samples.
 - Provide guidance on using work sample data to inform instruction and offer targeted student support.
-

Step 6: Tracking Student Progress in Math and Science (April 2026 – June 2026)

Action:

- Use the tracking system to monitor student progress in math and science essential skills.

Implementation:

- Track essential skills mastery in math and science, with particular focus on students nearing graduation.
- Ensure that work sample completion and assessment data are recorded and monitored for progress.

Teacher Training:

- Provide ongoing professional development on data analysis and tracking student progress in math and science.
 - Empower teachers to use data to identify instructional gaps, adapt lessons, and ensure students are on track for mastery.
-

Ongoing Monitoring and Training (2026 and Beyond)

Action:

- Establish continuous professional development on essential skills assessments, focusing on the use of data to improve student outcomes.
- Conduct annual data reviews to ensure ongoing compliance with Division 22 standards and adjust instructional strategies as needed.

Implementation:

- Teachers will participate in annual workshops on assessment best practices, scoring guides, and using assessment data to drive instruction.
- The district will regularly review student assessment data to ensure all students are making progress in essential skills mastery.

Timeline:

Action	Date	Details
Collection of reading and writing work samples	February 2025 – April 2025	Begin collecting, scoring, and tracking reading and writing work samples.
Track reading and writing progress	April 2025 – June 2025	Implement tracking for reading and writing skills mastery.
Establish math and science assessments	November 2025 – February 2026	Develop rubrics and plans for math and science essential skills assessments.
Collection of math and science work samples	February 2026 – April 2026	Begin collecting, scoring, and tracking math and science work samples.
Track math and science progress	April 2026 – June 2026	Implement tracking for math and science skills mastery.

Ongoing monitoring and training	June 2026 and Beyond	Annual review and training for continuous compliance.
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Conclusion:

By following this two-year phased plan, including comprehensive teacher training on essential skills, fair assessment practices, and effective data tracking, the district will achieve compliance with Division 22 Standard 581-022-2115. Reading and writing assessments will be fully implemented by June 2025, and math and science assessments by June 2026, ensuring all students have the opportunity to demonstrate proficiency in essential skills.

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Grant School District Scorecard 2024-2025

Mission

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

Vision

A place where every Prospector is *Known, Empowered, and Ready for the World!*

Goal 1: Recruit, train, and retain staff able to implement, adjust, and achieve success	Goal 2: Create a student-focused environment where each student is known and prepared for success in life.	Goal 3: Positive perceptions, community ownership, and support for our district's facility improvements.
Annual Measures		
<ul style="list-style-type: none"> By November 15, 2024, 100% of job openings offer online applications. By November 2024, identify, promote, and track all district training for the 24-25 school year (Certified/Classified). By July 2025, increase retention for Administrators (from 80% to 100%), Confidential Staff (from 43% to 86%), Classified employees (from 61% to 90%) and Licensed employees from (81% to 95%). <p>*Employees who move positions in the district or retire will be exempt from the retention calculation.</p> <ul style="list-style-type: none"> By October 2024, establish a baseline for onboarding engagement for new employees and employees in new positions. (30-90 Day Survey will be completed). 	<ul style="list-style-type: none"> By June 2025, 100% of students have an individualized success plan. By June 2025, 100% of students in grades 10-12 have a career pathway identified in their success plan. 	<ul style="list-style-type: none"> By November 2025, establish a baseline for students, parents/caregivers, and employees with surveys. By March 2025, complete qualitative interviews from selected Infant-12th families. Demonstrate a monthly increase of 30% engagement on social media platforms (from the August 1st baseline date).
Progress Monitoring Measures		
<ul style="list-style-type: none"> During bimonthly administration meetings, the team will review the strategic plan to assure monthly priorities have been completed. Administrators will update the Board on progress of Goal 1 via monthly board reports. 	<ul style="list-style-type: none"> During bimonthly administration meetings, the team will review the strategic plan to assure monthly priorities have been completed. Administrators will update the Board on progress of Goal 2 via monthly board reports. 	<ul style="list-style-type: none"> During bimonthly administration meetings, the team will review the strategic plan to assure monthly priorities have been completed. Administrators will update the Board on progress of Goal 3 via monthly board reports.



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Strategic Actions		
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<ul style="list-style-type: none"> ● Superintendent will ensure the application process is moved online. (Superintendent, Accounts Payable & Business Manager Leaders will provide targeted learning for classified/certified staff). ● Administrators will develop and implement high quality recognition approaches for staff. ● Department leaders will develop and implement onboarding for secretaries, custodians, and transportation staff by April 2025. ● Superintendent will complete and distribute Recruitment video by February 2025. ● Administrators will develop a list of focused training topics for the 24-25 school year by October 2025. ● Superintendent will verify monthly with supervisors that 30/90 day surveys are completed. 	<ul style="list-style-type: none"> ● Director of Programs will lead the development of a framework and grade- level templates for the student success plan with staff input by December 2024. ● The Director of Programs will develop a monthly calendar for the Student Success Plan rollout by October 2024. ● Administrators, with Building Leadership Team input, will identify and provide professional development and monthly communication in Executive Functioning that communicates: <ul style="list-style-type: none"> ○ Why it matters; ○ What staff can do to implement this focus in the classroom. ● Administrators, with Building Leadership Team input, will administer a student and employee survey by November 1, 2024, to gather input and utilize data to develop a more welcoming school environment for students and staff and a followup survey completed between May 1 and May 15, 2025. ● Grant Union Principal, through a collaborative process, will prepare visual and text documentation and communicate to all staff about CTE opportunities by the end of Semester 1. ● Grant Union Principal will provide training to all staff to equitably communicate CTE opportunities during Pride period for grades 7-12 prior to second semester. ● On or before March 2025, Elementary Principal will explore AVID opportunities for grades 5-6 and career exploration activities for grades K-6. ● GU Career Coordinator will develop a tracking system which identifies 10-12 grade students' potential career pathways. 	<ul style="list-style-type: none"> ● Superintendent will ensure that facility projects planned for 2024-2025 are completed and updates communicated with the Board, social media, Prospecter Pride, Blue Mountain Eagle, and KJDY. ● By February 2025, Building Leadership will identify and report facility improvement priorities to the Superintendent for Budget Committee consideration. ● By June 2025, all facility improvement projects will be identified and Board approved for the 25-26 school year. ● Principals will develop an identification system that allows the district to track all partnerships such as guest lectures, field trips and program partnerships by Oct 11, 2024. ● Social Media Team will define guidelines for submitting news for social media posting by October 2025. ● Principals will roll out the social media process to all staff by November 2025. ● The Superintendent will engage with the Strategic Planning Committee in April. ● By Fall the Administrators will engage parents for input through parent survey. Administrators will report findings to Building Leadership Teams for analysis and suggested improvements. ● District will collect data from the parent survey that will identify preferred parent communication (phone call, email, text, letter). This information will be disseminated through Synergy.
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»» GRANT SCHOOL DISTRICT #3

IG ANNUAL REPORT

1/2
4-10

WHAT IS IG

State program that combines the Six Initiatives: Student Investment Account (SIA) - \$566,850.20, High School Success (HSS) - \$150,040.50, Early Indicator and Intervention Systems (EIS) - \$1,365.81, Continuous School Improvement (CSI) - N/A, Career & Technical Education (CTE) - N/A, and Everyday Matters (EDM) - \$0.



GRANT #3 IG OUTCOMES/GOALS



Goal # 1 - Greater student mental well-being through increased access to timely and high-quality mental health support in schools (Strategic Goal #1,2)

Goal #2 - Reduce the disparities of achievement for our students served by IDEA & demonstrate proficiency in meeting state benchmarks for all students (SG #1,2)

Goal #3 - Create a well-rounded education for students (SG #1,2)

Goal #4 - A system and culture is established where the school is the nucleus of the community and fosters ongoing community engagement, and develops a strong positive culture with students (SG #3)



INTERVENTION SERVICES

»» \$251,728.36

Intervention teacher and supplies in all schools



COUNSELING SERVICES

»» \$104,584.83

School counselors for all schools to support students mental well-being



CURRICULUM & SUPPLIES

»» \$167,369.06

Supporting classes with new curriculum, technology upgrades and supplies to support students.



COMMUNITY ENGAGEMENT

»» \$76,516.78

Community Engagement Specialists and events

NARRATIVE QUESTIONS

#1 - REFLECT ON PLAN IMPLEMENTATION

Our progress in implementing key elements of our plan has significantly contributed to achieving our targeted Outcomes and advancing toward our Longitudinal Performance Growth Targets (LPGT) and Local Optional Metrics (LOM). One key area of progress is creating a well-rounded education, evidenced by the popularity of the new Health Science class, which has quickly become a student favorite, enriching their educational experience. Additionally, intervention efforts have played a critical role in saving a group of students who were at risk of being lost. By investing time and resources into immediate intervention, we were able to get these students back on track, ensuring their continued academic success. We've also made strides in student mental health support by hiring the school's first-ever certified counselor, which has already positively impacted students seeking guidance. These advancements align with our strategies for academic and emotional growth, keeping us on track to meet our LPGTs and LOMs.



#2 - CHALLENGES TO IMPLEMENTATION

One of the key challenges we've faced in progressing toward our outcomes has been the turnover of school staff throughout the district, which made it difficult to establish a solid implementation plan. This instability slowed our ability to implement consistent strategies and build confidence in our initiatives. As a result, we have prioritized building a solid foundation with leadership teams and developed a comprehensive three-year strategic plan. This plan is driven by a collaborative team that includes representatives from both the school and the broader community, ensuring diverse perspectives and a shared commitment to achieving our goals.



Grant School District No. 3

Board Meeting Supplements

Section 5:

Consent Agenda



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1/16
5.1

Board Meeting Minutes

Wednesday 09/18/2024 | 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: The meeting was called to order by chair Will Blood.
 - 1.1.1 Board Attendance: M.T. Anderson, Amy Charette, Chris Labhart, Jake Taylor, Zac Bailey, Will Blood, Superintendent Mark Witty.
- 1.2 Pledge of Allegiance
- 1.3 Agenda Review
 - 1.3.1 Motion was made by Zac Bailey and seconded by Amy Charette to adopt agenda. Motion carried unanimously.

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

- 2.1 Public Forum: There were no public comments

3) **STUDENT BODY REPORT(S):** Mallory Lusco, ASB president for elementary school reports that they have had two assemblies this school year. The first assembly was on the first day of school and the ASB introduced the new teachers, staff members, and the Prospector Fight Song. The second was a pep assembly, where they introduced sports teams and clubs and informed students what was happening with these programs. They played games and announced homecoming week, October 7-12th, 2024. The activities planned for that week include power volleyball, powder puff football, a noise parade, class games and bonfire, homecoming king and queen coronation, home football game, home soccer game and dance on Saturday night.

4) **REPORTS:**

4.1 Financial/Business Manager/ MJE *

- 4.1.1 See: Board Meeting Packet – Addendum | Financial Report – Mary Jo Evers is sick and excused from attending the board meeting. Financial reports are in the board packet and the board can email Mrs. Evers if there are any questions concerning the financial business of the district.

4.2 Current Enrollment | Average Daily Membership (ADM) Reporting) as of last day of previous month/ JM *

Mr. Witty reported that student enrollment at the district is down 15 students from the end of June; this is because the graduate class of 2024 was a large class, and the incoming kindergarten class is smaller. It is key to watch the kindergarten group and serve younger students because of its impact on the district; this is one of the reasons the district has a child care center.

4.3 Current Staffing/JY/jm

- 4.3.1 GU = 38
- 4.3.2 HES = 42
- 4.3.3 SES = 4
- 4.3.4 HCCC = 5
- 4.3.5 DO = 4

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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4.3.6 Transportation = 7

4.3.7 **TOTAL: 100**

4.4 Administrator's Reports | Previous Month:

- 4.4.1 Principal, Justin Lieuallen | Vice Principal, Andy Lusco | GU * Chair Will Blood asked if there was an emergency in the high school, how could he quickly have access through the new security doors. Superintendent Witty said they are working out the protocol; there is an app that can quickly give permissions to approved personnel; but he will have a conversation with the sheriff's department for best procedures. The district has chosen to have a security system and will use it, following all protocol and procedures.
- 4.4.2 SpEd Director, Shanna Northway | GU/HES *
- 4.4.3 Principal, Janine Attlesperger | Humbolt (HES)* Principal Attlesperger commented that students are excited about the new playground.
- 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 Advocacy Letter Update – Malheur Lumber/ Superintendent Witty discusses the potential economic impact of the mill closing. Information came from a study done by the State of Oregon Employment Department. If 76 people lose jobs at the mill due to closure, the impact rolls forward and causes an anticipated job loss of 207. Labor income lost is \$10,963,000 a year, Grant County as a whole is \$58 million loss. This would impact hospitals, grocery stores, and school districts. Historically speaking, when the forest service consolidated and relocated to Albuquerque, New Mexico, they took a lot of jobs, and Grant Union lost 30 students over the next five years. The impact of the mill closure could be 60 students in the next two to four years. We need to be very cautious and knowledgeable about this. If the district lost 60 students, the diminished funds would total about 8% of the total budget. This type of loss would impact our program significantly. We need to work really hard and collaborate with whoever wants to keep this mill open. There's a lot of reasons to keep it open, but for the district, both students and staff, it's critical for jobs and student learning. In 2007 when the mill was going to be closed down, there was a town hall meeting and people were really engaged, and action occurred. When people raise their voice, there's an opportunity for some solutions. Oftentimes, people leave jobs to get ahead of the layoffs, which leads to employment issues at the mill. If there is no mill in John Day, there is no management of the forest, and the forest becomes service will struggle managing the forest.
- 4.5.1.1 Economic Forecast State [of Oregon] → COSA Rep Superintendent Witty reports that economics for Oregon has exceeded forecasts and expectations and Witty thinks there will be a reasonable COLA for K-12 funding.
- 4.5.2 OSBA Roadshow | Prairie City School District | 10/28– 6:00 – 8:00PM */ Witty reports that there is OSBA meeting Monday, Oct 28th at Prairie City. It's worth getting involved to have your voice heard.
- 4.5.3 OSBA Fall Conference | 11/07 – 11/09/2024 */ 9th Witty strongly encourages board members to attend the OSBA Fall Conference. Board members comment on their past experiences at the conference.
- 4.5.4 Studer Leadership Training | 09/20 – 8:00AM – 12:00PM Witty reports that it's the second sessions with students. We will finalize it and bring it to closure on Friday. It's been great to work with certified teachers and admin.
- 4.5.5 Educational Workforce Advocacy w/ ODE */ Witty reports that he and Robert Waltenberg wrote a letter that addresses some of the main challenges of workforce. Representative Owens agreed to put together

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a meeting with ODE. Rural Oregon is competing for hard to find teachers and other specialized positions, and there aren't enough people to fill the positions that baby boomers retired from. This has never been the case before. The state of Oregon needs to start taking a step and looking at what it can do to incentivize high school students to pursue a career in education. A question was asked about loan forgiveness in hospitals or scholarships to help recruit teachers. Witty explained that the district does that to some degree, but school districts across the board have got to be creative in finding teachers and other staff. Grant district added into the CBA a hard to fill section to help staff teaching positions. Witty also encourages Educational Assistants to consider becoming teachers.

- 4.6 Construction/Capitol Projects Update/Budget Narrative/MW * Witty reports that the district won the Renew America grant, along with 11 school consortia in the state of Oregon. Phase one is not a large amount of money but will fund an energy audit with the district matching 5%. Phase two, we are the guinea pigs for this phase, and work will begin the third week in June 2025. Phase two is a significant grant of \$636,000. Details for phase three are still to come. We are excited about this Renew America grant; it looks like it will come out in our favor.
- 4.6.1 GSD3 Project Tracker
- 4.6.2 GSD3 Project Updates
- 4.7 Strategic Plan Scorecard – draft/MW * Witty shares an update with the Strategic Plan Scorecard; there are different components and systems in place to help students receive support, achieve success, and learn respect. We will give a final report in October to review and ask for your input.
- 4.8 NWEA MAPS Growth Assessment/ The NWEA is a new testing mechanism brought to us through the state of Oregon, from the federal government. Shannon Northway reported that the new math assessment is a tool that will allow the district to test students, utilize and own the data. One of the goals of the district is to individualize education and this math assessment program will allow the district to track students throughout their education at GU. Northway explained that students will be tested at the beginning, middle, and end of the year; all tests are 42 questions long and take up to 40-60 minutes to complete. The district will also still open up the state testing window if students want to take state tests. Students may opt out of the state tests if desired by the family. NWEA Growth testing began today with reading fluency; data will be available next month. It has been a lot of work for Northway to roll out this testing system. Dayville has been using this for the past years and have felt like it has been helpful; educators are able to tailor and individualize education plans for each student. Students can see their results and work with teachers.
- 4.9 **Executive Functioning Training: supplement(s) will be added to finalized minutes**
- 4.9.1 Janine Attlesperger, Principal | Humbolt Elementary School Janine Attlesperger reported that as part of the district's strategic plan, all staff will be trained in executive functioning skills. The first training session included how to teach students self-regulation skills as a prerequisite for academics, and at what point in student's development do the skills typically emerge. Attlesperger followed up with teachers after the training; seasoned teachers felt like the information in the program was basic and wanted a deeper dive, but newer teachers thought it was helpful. The next training will focus on how to implement skills and strategies, with concrete examples. The training was presented virtually, but the next training will be in person. Witty believes that executive functioning skills are critical for overall success. Northway said that since staff has had this training, they have been looking at problems through the lens of self-regulation skills, and teachers are able to pinpoint issues and create strategies to fix problems.
- 4.9.2 Justin Lieuallen, Principal | Grant Union JR/SR High school/ **JA presented for JL**

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5) **CONSENT AGENDA:**

- 5.1 Recommend Approving 08/21/2024 Board Meeting Minutes *
- 5.2 **Recommend Accepting New Hires:**
 - 5.2.1 Stacy Durych, Teacher | Seneca Elementary School
 - 5.2.2 Kristal Hansen, Head JH Girls Basketball Coach | Grant Union JR/SR High School
 - 5.2.3 Kaitlyn Swaggart, Head JH Volleyball Coach | Grant Union JR/SR High School
- 5.3 **Recommend Accepting Employment Role Transfer:**
 - 5.3.1 VanLoo, Melissa | Educational Assistant → Office Specialist I | Humbolt Elementary School
- 5.4 **Recommend Accepting Employment Role Addition:**
 - 5.4.1 Cindy Dougharity-Spencer, Online Teacher of Record for Social Studies | Grant Union JR/SR High School
 - 5.4.2 Elijah Humbird, Online Teacher of Record for Language Arts | Grant Union JR/SR High School
 - 5.4.3 Drew Lusco, Online Teacher of Record for Math | Grant Union JR/SR High School
 - 5.4.4 Sonna Smith, Online Teacher of Record for Science | Grant Union JR/SR High School
 - 5.4.5 Trista Strong, Social Media Specialist | Grant Union JR/SR High School
 - 5.4.6 Kalinn Cummings, SpEd Aide | Grant Union JR/SR High School
 - 5.4.7 Brooklynne Rhinehart, Instructional Assistant | Humbolt Elementary School
 - 5.4.8 Jennifer Smoot, 3rd Grade Teacher | Humbolt Elementary School
- 5.5 **Recommend Accepting Employment Resignations:**
 - 5.5.1 Amanda Gibbs, Boys JH Basketball 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 Optional | See: **Policies Packet | “Optional”**
- 5.7 Approval Consent Agenda (Entire Section): Motion to approve consent items was made by Amy Charette and was seconded by Jake Taylor. Motion carried unanimously.

6) **NEW BUSINESS:**

- 6.1 **Malheur Lumber Closure & Economic Impact Advocacy Letter** Will Blood reports that a letter has been drafted that states the devastating impact of the mill closure in the county. Housing availability, workforce availability, and geographic isolation have caused economic challenges for the mill. The intent of the letter is to inform and engage the government and other agencies in the state, and to encourage people to contact local leadership, state and federal legislators. Will Blood is hopeful that through a collective effort, the community can navigate these challenges and emerge stronger, and that the health of the forests can be maintained. Mark Witty commented that Malheur Lumber needed \$8-\$10 million investment to continue operations; in contrast without the mill, the forest fails, the state loses \$58 million in revenue, and social services and challenges will increase. \$10 million dollar investment will pay dividends; if politicians think that the community is apathetic to the situation, nothing will get done, but if people will voice concerns, solutions can be found. Discussion followed about the impact of the mill closure on the county and school district.
 - 6.1.1 Motion was made by Jake Taylor to support and promote the advocacy letter; motion was seconded by M.T. Anderson; motion carried unanimously.
- 6.2 Construction Contract to Approve:
 - 6.2.1 AIA Document A133 – 2019 Exhibit A *
 - 6.2.2 **Grant Union HS HVAC & Electrical Upgrades** Troy Farwell called into explain the addendum to the contract for the heating, electric and communications upgrades in the junior high and high school buildings. The

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addendum takes the project from the initial contract to dollar phase. By approving the addendum, Troy will be able to purchase materials, invoice the district, and use \$330,000 of ESSER dollars that will otherwise expire. Witty comments that Troy Farwell’s expertise has been paramount in finding better design and solutions to the project. The district can start collecting phase two of the Renew America grant in June 2025. CB is hoping to start doing exterior work this fall. If Grant Union has any 18-year old seniors that have openings in their schedules, CB could potentially use them on the project when they get started. Wages are set at the prevailing wage.

6.2.2.1 Motion to approve the AIA document A133 was made by Zac Bailey, was seconded by Jake Taylor. Motion carried unanimously.

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

- 7.1.1 09/18 – Board Meeting | 7:00PM
- 7.1.2 10/16 – Board Meeting | 7:00PM
- 7.1.3 10/28 – OSBA Roadshow | Prairie City School District | 6:00 – 8:00PM
- 7.1.4 11/07 – 11/09/2024 | OSBA Fall Conference
- 7.1.5 11/20 – Board Meeting | 7:00PM (subject to change)
- 7.1.6 12/12 – Board Meeting | 7:00PM (subject to change)

8) **BOARD REPORTS:**

- 8.1 **KB:** Out
- 8.2 **M.T. A:** Thank you to Shanna Northway, Janine Attlesperger’s presentations
- 8.3 **AC:** Thank you for a successful start of this school year, and for the presentations by SN and JA
- 8.4 **CL:** Impressed with assembly awarding Sonna Smith with the 2023/2024 Crystal Apple Award; programs per Tonia Seebart; also SN presentation
- 8.5 **ZB:** Thank you to MW for leading the educational world forward with Oregon; presentations by SN and JA
- 8.6 **WB:** Appreciated presentations by SN and JA; award assembly; Seebart programs presentation; shared driving volley ball team to their destination and back – fun times!
- 8.7 **JT:** Thanks for presentations by SN and JA; MW contending with Oregon; number of students in programs – showing momentum

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

9) **TOTAL IN ATTENDANCE:**

- 9.1 In Person: 8
- 9.2 Via Zoom: ~ 9

10) **ADJOURNED: 9:02PM**

Approval of Meeting Minutes:

X: _____ Date: _____
Mark Witty, Superintendent

X: _____ Date: _____
Will Blood, 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/>*

Grant School District No. 3

PLEASE SIGN IN

BOARD MEETING

District Office Board Room

DATE: 09/18/2024 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"/>	<u>Janine Atlesperger</u>	<u>JD</u>
<input type="checkbox"/>	<u>Levana James</u>	
<input type="checkbox"/>	<u>Landon James</u>	
<input type="checkbox"/>	<u>Shanna Northway</u>	<u>John Day</u>
<input type="checkbox"/>	<u>Andy Lasco</u>	<u>John Day</u>
<input type="checkbox"/>	<u>Mallory Lasco</u>	<u>John Day</u>
<input type="checkbox"/>	<u>Carrie Sullivan</u>	<u>Seneca</u>
<input type="checkbox"/>	<u>Anna Field</u>	<u>John Day</u>
<input type="checkbox"/>		
<input type="checkbox"/>		



GRANT SCHOOL DISTRICT #3

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1/7
5.2

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Fred Fell

POSITION: 3 Assistant Baseball Coach

*FIRST DAY OF WORK: 2/15/25 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: 10 plus years baseball coaching- 2 years at Grant Union

EDUCATION: College Degree

NAMES OF REFERENCES CHECKED: RC Huerta, Trey Thompson

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Andy Lusco Dustin Wilson

RC Huerta

NAMES OF ALL PERSONS INTERVIEWED:

Fred Fell

Trey Thompson

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: AJ McQuown

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 8/28/24 DATE APPLICATIONS CLOSED: 9/27/24

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

LANE: Coach STEP/YEARS: 2 SALARY: 4512.53 (select one) Hourly

Contract issued RECOMMENDED TO THE BOARD FOR HIRE Annually Season

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

9/27/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

10/1/24 ✓
DATE



GRANT SCHOOL DISTRICT #3

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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Trinity Morris

POSITION: Head Junior High Girls Wrestling

*FIRST DAY OF WORK: 1/1/2025 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: Completed 3 years coaching at Grant Union, Wrestling and Track.

EDUCATION: HS Diploma, Beautician School

NAMES OF REFERENCES CHECKED: Andy Lusco, Tye Parsons

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Andy Lusco
Trista Strong

NAMES OF ALL PERSONS INTERVIEWED:

Trinity Morris

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 9/13/24 DATE APPLICATIONS CLOSED: 9/27/24

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

LANE: Coach STEP/YEARS: 3 SALARY: 3127.79 (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

9/30/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

10/1/24
DATE





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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Trey Thompson

POSITION: Assistant Baseball Coach

*FIRST DAY OF WORK: 2/15/25 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: 2 years Grant Union Baseball

EDUCATION: College Degree

NAMES OF REFERENCES CHECKED: RC Huerta, Mitch Wilson

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Andy Lusco Dustin Wilson

RC Huerta

NAMES OF ALL PERSONS INTERVIEWED:

Fred Fell

Trey Thompson

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: AJ McQuown

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 8/28/24 DATE APPLICATIONS CLOSED: 9/27/24

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

LANE: Coach STEP/YEARS: 2 SALARY: 4512.53 (select one) Hourly

Contract issued RECOMMENDED TO THE BOARD FOR HIRE Annually Season

Split 50/50 w/ Fred Fell
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

9/27/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

10/1/24
DATE



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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Kenna Combs

POSITION: Humbolt SPED IA

*FIRST DAY OF WORK: 9/16/24 WORK HOURS PER DAY: 7.5

APPLICATIONS RECEIVED: 4 # PERSONS INTERVIEWED: 4

EXPERIENCE: High School TA/Lunch Buddy

EDUCATION: High School Diploma/ Some College

NAMES OF REFERENCES CHECKED: _____

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger Shanley Cobb

Shanna Northway _____

NAMES OF ALL PERSONS INTERVIEWED:

Quinlyn Taylor Jordan Hall

Kirsten Kirkhart Kenna Combs

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Mandie Mcquown

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: on going posting DATE APPLICATIONS CLOSED: open until filled

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

LANE: sped EA STEP/YEARS: 4 SALARY: 19.45 (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

8/28/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

9/2/2024
DATE

[Handwritten mark]



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: Jordan Hall

POSITION: Humbolt SPED IA

*FIRST DAY OF WORK: 9/16/24 WORK HOURS PER DAY: 7.5

APPLICATIONS RECEIVED: 4 # PERSONS INTERVIEWED: 4

EXPERIENCE: N/A

EDUCATION: High School Diploma/ Some College

NAMES OF REFERENCES CHECKED: Forrest Leonard, Andrea Combs, Devin Simondes

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger Shanley Cobb

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Quinlyn Taylor Jordan Hall

Kirsten Kirkhart Kenna Combs

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Shelia Kowing

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: on going posting DATE APPLICATIONS CLOSED: open until filled

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

LANE: Sped EA STEP/YEARS: 8 SALARY: 19.45 (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

8/28/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

9/2/2024
DATE



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: Cheryl Hendron

POSITION: Librarian/Instructional Assistant

*FIRST DAY OF WORK: 10/01/2024 WORK HOURS PER DAY: 8.5

APPLICATIONS RECEIVED: 4 # PERSONS INTERVIEWED: 4

EXPERIENCE: Realtor 17 yrs; Small business owner 3 yrs

EDUCATION: High School Diploma

NAMES OF REFERENCES CHECKED: Debbie Brown, Ken Paul, Chris McKinley

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger

Bre Apostol

NAMES OF ALL PERSONS INTERVIEWED:

Cheryl Hendron

Mallory Thomas

Rosa Ceja

Kelci Robbins

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: New Position

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 8/23/2024 DATE APPLICATIONS CLOSED: 9/23/2024

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

LANE: Library / EA STEP/YEARS: 100 SALARY: 18.52 (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

09/23/2024

DATE FORM COMPLETED

Wanda M. ...
SIGNATURE OF SUPERINTENDENT

9/24/2024
DATE

Wanda M. ...



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: Quinlan Taylor

POSITION: Humbolt SPED IA

*FIRST DAY OF WORK: 9/30/24 WORK HOURS PER DAY: 7.5

APPLICATIONS RECEIVED: 4 # PERSONS INTERVIEWED: 4

EXPERIENCE: N/A

EDUCATION: High School Diploma/ Some College

NAMES OF REFERENCES CHECKED: Kalli Wilson, Andy Lusco, Marla Armstrong

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger Shanley Cobb

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Quinlyn Taylor Jordan Hall

Kirsten Kirkhart Kenna Combs

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Missy Vanloo

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: on going posting DATE APPLICATIONS CLOSED: open until filled

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

LANE: Assist STEP/YEARS: 100 SALARY: 18.52 (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]
SIGNATURE OF SUPERVISOR

9/16/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

9/12/2024
DATE

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GRANT SCHOOL DISTRICT #3

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

1/3
5.4

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Bobbie Boethin → Bobbee Boethin

POSITION: Assistant Junior High Girls Basketball Coach

*FIRST DAY OF WORK: Oct. 15 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: Parks and Rec Basketball Coach

EDUCATION: Certified Teacher

NAMES OF REFERENCES CHECKED: Brittany Finley, Kristal Hansen

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Elijah Humbird Andy Lusco

Kristal Hansen

NAMES OF ALL PERSONS INTERVIEWED:

Bobbie Boethin

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Kristal Hansen (Moved to Head Position)

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 8/28/2024 DATE APPLICATIONS CLOSED: 9/26/24

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

LANE: Coach STEP/YEARS: 0 SALARY: 2248.54 (select one) Hourly

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]
SIGNATURE OF SUPERVISOR

9/27/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

10/1/24
DATE





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 Hunt

POSITION: D Assistant Junior High Boys Basketball Coach

*FIRST DAY OF WORK: Oct. 15, 2024 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 1

EXPERIENCE: HS Basketball, Parks and Recreation

EDUCATION: HS Diploma, Some College

NAMES OF REFERENCES CHECKED: RC Huerta, Shanna Northway, Andrea Combs

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Andy Lusco RC Huerta

Jayson McQuown

NAMES OF ALL PERSONS INTERVIEWED:

Robert Hunt

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Amanda Gibbs

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 9/13/24 DATE APPLICATIONS CLOSED: 9/27/24

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

LANE: Coach STEP/YEARS: 0 SALARY: 2248.54 (select one) Hourly

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]
SIGNATURE OF SUPERVISOR

9/27/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

10/1/24
DATE





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: Jason Miller

POSITION: Head Golf Coach

*FIRST DAY OF WORK: 2/15/2025 WORK HOURS PER DAY: 2

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: Long Time Coach at Grant Union- 1 year GU Volunteer Assistant Golf

EDUCATION: Certified Teacher

NAMES OF REFERENCES CHECKED: Shanna Northway, Andy Lusco

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Andy Lusco

Tonia Seebart

NAMES OF ALL PERSONS INTERVIEWED:

Jason Miller

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Ron Lundbom

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 8/28/24 DATE APPLICATIONS CLOSED: 9/26/24

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

LANE: Coach STEP/YEARS: 1 SALARY: 5038.43 (select one) Hourly
 Annually
 Season

Contract issued

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

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[Signature]
SIGNATURE OF SUPERVISOR

9/27/24
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

10/1/24
DATE



From: **Mandie McQuown** <mcquownm@grantesd.org>
Date: Tue, Oct 1, 2024 at 2:03 PM
Subject: Girls basketball
To: Andy Lusco <luscoa@grantesd.org>

1/2
5.5

To whom it may concern,

I am writing this letter to let you know that I am resigning from the JV girls high school basketball coaching position.

Thank you,
Mandie [McQuown]

✓

From: youngj@grantesd.org
Sent: Friday, October 4, 2024 10:03 AM
To: 'Mark Witty'; 'Trina Fell'
Cc: myersj@grantesd.org
Subject: Termination-Cassi Hahn (Wyllie)

Good Morning Mark and Trina,

Cassi stopped by my office about 8:15 said she was quitting her job. She asked what she needed to do get her final check. I told her she needed to fill out and sign her timecard at Humbolt, and give it to Trina. Once Trina had signed off on it. It would be sent over to us for processing.

Jana Young
Human Resources/AP
Grant School District #3
401 N Canyon City Blvd
Canyon City, OR 97820
541-575-1280 ext 3023

Cassie Wyllie
Teacher/Child Care
Per Jana Young

