



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

Board Meeting Agenda

Wednesday 02/21/2024 | 7:00PM

ZOOM IN BY USING THE FOLLOWING ACCESS CREDENTIALS:

<https://us02web.zoom.us/j/2595245851?pwd=ZjFIZ2w2eDNPMmhoT1VtS0wvbk1MzZ09>

Meeting ID: 259 524 5851 | Passcode: HelloGSD3

[* = supplement enclosed]

1) **PRELIMINARY BUSINESS:**

- 1.1 Call to order
 - 1.1.1 Board Attendance: ___ of 7
- 1.2 Pledge of Allegiance
- 1.3 Agenda Review

2) **RECOGNITION: *Starting March 2024 – Stay Tuned!***

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

- 3.1 Public Forum:
 - 3.1.1 1)
 - 3.1.2 2)
 - 3.1.3 3)

4) **REPORTS:**

- 4.1 Grant Union Student Body:
 - 4.1.1 FBLA Report | Maddie Bailey
 - 4.1.2 FFA Report | Monel Anderson
- 4.2 Financial/Business Manager/ mje *
 - 4.2.1 See: 02/21/2024 Board Meeting Packet – Addendum 1/3 | Financial Report – January 2024
 - 4.2.2 Financial Resolution: (See Section: 6.1)
- 4.3 Current Enrollment | Average Daily Membership (ADM) Reporting) as of: 01/31/2024/im *
- 4.4 Current Staffing/JY/im
 - 4.4.1 GU = 39
 - 4.4.2 HES = 45
 - 4.4.3 SES = 4
 - 4.4.4 HCCC = 6
- 4.5 Administrator's Reports:
 - 4.5.1 Jay Hummel | GU *
 - 4.5.2 Andy L | GU *
 - 4.5.3 Shanna N | SpEd *

1 | 2024-0221 Board Meeting Agenda
Approval Pending: 2024-0220; web-posting: 02/20/2024

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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- 4.5.4 Janine A | Humbolt *
- 4.5.5 Tina M | Seneca *
- 4.5.6 Trina Fell, Director | Humbolt Child Care Center (HCCC) *

4.6 Superintendent's Report/ mw

- 4.6.1 Superintendent Evaluation
- 4.6.2 Update: Humbolt Child Care Center
- 4.6.3 Update: Business Manager Position
- 4.6.4 Update: Strategic Planning Process
- 4.6.5 Set date: Contract Negotiations
- 4.6.6 Set Date: Work Session Week of March 18, 2024
- 4.6.7 Interim Behavioral Interventionist | Colleen Lindley

5) **CONSENT AGENDA:**

5.1 Recommend Approving 01/17/2024 Board Meeting Minutes

5.2 Recommend Accepting New Hires: (3)

- 5.2.1 Stephanie DeBoer | Behavioral Interventionist | GU (permanent)
- 5.2.2 Kyle Erickson | Custodian | GU
- 5.2.3 Catrina Gabbard | Promotion to Lead Office Specialist | Humbolt
- 5.2.4 Sophia Morris | Child Care Teacher | Humbolt Child Care Center

5.3 Recommend Accepting Resignations: (2)

- 5.3.1 Kassi Helmricks | Title 1 Teacher | Humbolt | Last day: 06/30/2024
- 5.3.2 Ferdinand Mordeno | Cook's Helper 1 | Humbolt/GU | Last day: 02/15/2024

5.4 Recommend Accepting Employment Position Transfer: (1)

- 5.4.1 Amy Hunt | Title 1 Teacher | Humbolt

5.5 **Recommend Adopting Policies | 03/2023 & 08/2023 OSBA Guidance (first reading 01/17/2024):**

- 5.5.1 **BFG:** Board Policy Review | *for Board Process/review only*
- 5.5.2 **BFC:** Adoption and Revision of Policies | *for Board Process/review only*
- 5.5.3 JFCF-AR Harassment, Intimidation, Bullying, Cyberbullying, or Teen Dating Violence Reporting Procedures | Student
- 5.5.4 JGE Expulsion
- 5.5.5 GCBDA/GDBDA-AR Family Leave – Oregon
- 5.5.6 GCBDA/GDBDA Family Medical Leave – Oregon
- 5.5.7 **Please see: 02/21/2024 Board Meeting Packet – Addendum 2/3 | Policies**

6) **NEW BUSINESS:**

6.1 Business | Financial Resolutions (See Section: 4.2.3):

6.1.1 1)

6.1.1.1 Motion: _____; Second: _____; Unanimous: _____

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6.2 Grant County ESD | 024/2025 Local Service Plan – Executive Summary

6.3 Grant County ESD Resolution of Services Contract | Counseling Services Contract

6.3.1 Board Approval | Services Contract:

6.3.1.1 Motion: ____; Second: ____; Unanimous: ____

6.3.2 Board Approval | Counseling Services Contract:

6.3.2.1 Motion: ____; Second: ____; Unanimous: ____

6.4 Update Construction Projects

6.4.1 Capitol Projects – Action Items/ ng *

6.4.1.1 1) GUHS HVAC: Motion: ____; Second: ____; Unanimous: ____

6.4.1.2 2) GUHS Commons: Motion: ____; Second: ____; Unanimous: ____

6.4.2 Project Updates/ ng *

6.5 **FIRST READING – Recommend Adopting Policies:**

6.5.1 BFG: Board Policy Review | *for Board Process/review only*

6.5.2 BFC: Adoption and Revision of Policies | *for Board Process/review only*

6.5.3 DID Property Inventories

6.5.4 IGBB Talented and Gifted Program and/or Services

6.5.5 IGGBA Talented and Gifted Students – Identification

6.5.6 IGBAH Special Education – Evaluation Procedures

6.5.7 IGABAB/JO Education Records/Records of Student with Disabilities

6.5.8 IGBAJ Special Education – Free Appropriate Public Education (FAPE)

6.5.9 IGBA Students with Disabilities – Child Identification Procedures

6.5.10 IGGBA-AR Appeal Procedure for Talented and Gifted Student Identification and Placement

6.5.10.1 Please see: 02/21/2024 Board Meeting Packet – Addendum 3/3 | Policies

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

7.1.1 02/21 – Board Meeting | 7:00PM

7.1.2 03/13 – Board Meeting | 7:00PM

7.1.3 04/17 – Board Meeting | 7:00PM | *Seneca Elementary School Gymnasium*

8) **BOARD REPORTS:**

8.1 **KB:**

8.2 **M.T. A:**

8.3 **AC:**

8.4 **CL:**

8.5 **ZB:**

8.6 **DWB:**

8.7 **JT:**

9) **TOTAL IN ATTENDANCE:**

9.1 In Person: ____

9.2 Via Zoom: ____

10) **ADJOURNED: _____ PM**

Board Packet posted on district web site at:
<https://grantsd3.schoolinsites.com/>

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

Board of Directors:

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Superintendent: Mark W. Witty | Website: <https://www.grantschooldistrict.org/>*

Grant School District No. 3

02/21/2024 – 7:00PM

Board Meeting Supplements

Section 4:

Monthly Reports



John Day SD 3
Cumulative Enrollment Totals
 Totals by Grade as of: 01/31/2024

Year: 2023-2024
 Report: ATD605

<u>School</u>	<u>Grades: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, KG, PK</u>	<u>No Grades selected</u>
Grant Union Jr./Sr. High School	204	0
Grade: 07	Cumulative Enr: 36	
Grade: 08	Cumulative Enr: 40	
Grade: 09	Cumulative Enr: 40	
Grade: 10	Cumulative Enr: 29	
Grade: 11	Cumulative Enr: 22	
Grade: 12	Cumulative Enr: 37	
Humbolt Elementary School	254	0
Grade: KG	Cumulative Enr: 38	
Grade: 01	Cumulative Enr: 32	
Grade: 02	Cumulative Enr: 27	
Grade: 03	Cumulative Enr: 34	
Grade: 04	Cumulative Enr: 45	
Grade: 05	Cumulative Enr: 43	
Grade: 06	Cumulative Enr: 35	
Seneca School	13	0
Grade: KG	Cumulative Enr: 3	
Grade: 01	Cumulative Enr: 1	
Grade: 03	Cumulative Enr: 1	
Grade: 04	Cumulative Enr: 6	
Grade: 05	Cumulative Enr: 2	
Total for all schools:	471	0



Grant Union Junior/Senior High School
January 2024

To: Superintendent Mark Witty and the Board of Directors

From: Jay Hummel, Principal & Andy Lusco, Assistant Principal/Athletic Director

Student Achievement:

- Athletic Intervention will now be monthly, 4 week interventions. This will allow us to coordinate with our new “Academic Intervention” system that tracks and communicates interventions in a similar way for students who are not athletes. We are entering month three of this system.
- Every Day Matters efforts will be partnered with our Behavior Interventionist to improve attendance and engagement. Megan is working diligently to set rewards for Semester 1.
- Our online/hybrid model is gaining momentum. It has created challenges, but is meeting the needs of many students and families.
- Our extra efforts with our 7th graders are paying off. The collective impact of our teachers has been powerful, and is gaining momentum throughout the school.

Communicating with Stakeholders:

- We are continuing to improve our use of social media, website, and school messenger to communicate changes to athletics.
- Our schedules have been updated with changes in real time for parents, coaches, and students. Rschoolstoday is linked on our website and is a single source for all schedules.
- We are working to integrate our facilities into our rschools platform as well. This will facilitate community and school use of facilities in a more organized fashion.
- We are making sure that calls and emails are returned within 24 hours. Typically, communication is returned by the end of the day.

Safe and Secure Schools:

- Several projects are in progress to improve safety and security. We are excited to see progress coming on the Student Commons project.

Upcoming events:

- Winter sports are coming to a conclusion. Boys Basketball is hoping to earn a playoff berth at the District Tournament. Boys Wrestling is sending at least 4 to state with 1 alternate. Girls Wrestling has Districts February 16th. The Dance team has qualified for state in 1 routine so far.
- Spring sports first practice is February 26th.
- FAFSA Night on February 20/21- great opportunity for Seniors/Parents to get help on financial aid.
- February 15-17 High Desert BB Tournament is at Grant Union.



Grant School District #3 February 2024 Board Report

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

Student Achievement: Meet or exceed state academic standards and develop strategies to meet graduation requirements for all students while supporting individual talents.

- All SPED staff have completed their mandatory OSAS training and are currently prepare students to preform their very best on the upcoming state assessments.
- I have completed my ORExt assessment training that allows me to administer the Oregon Extended assessment.
- SPED staff has worked through all IEP student transcripts to insure they are on track for graduation and are being placed in the appropriate courses to support the diploma track they are on.
- I have participated in three trainings over the past month that have covered topics of leadership, Prior Witten Notice documentation, and Transition Services documentation.

Communicating with Stakeholders: Communicate using a variety of means and media to keep the Board and community informed.

- SPED teachers have sent out 2nd quarter IEP progress reports updated. These give parents a quarterly update on how their students are progressing towards their annual IEP goals.
- Our department has participated in 23 meetings over the last month (TAG, Problem Solving, IEP, Abbreviated Day, 504)
- Updated TAG ILP's were sent home to parents to provide them with the latest information about their students TAG plans. Parents were given the opportunity to provide input and feedback.

Budget: Provide a budgetary financial plan that supports a positive learning environment, encourages academic and technological excellence and maintains or improves district facilities.

- I continue to work with Mark and Mary Jo to support them in providing information and feedback to ODE as we undergo our audit process.
- I will be meeting with SPED staff over the next couple weeks to compile a list of budget priorities for our programs for the following school year.

Safe and Secure Schools: Provide a welcoming culture where students are safe and cared for while maintaining the rigor expected of our students.

- We continue to have our weekly SPED staff meetings (Monday mornings @ Grant Union and Wednesday mornings at Humbolt). During the meetings we debrief student, staff, and safety concerns. This allows for our department to engage in conversation as well as problem solving around safety concerns that impact the population that we serve.

District Wide Caseload

Humbolt 504	4
GU 504	14
GU IEP	40
Humbolt IEP	54
Seneca IEP	1
Students in Evaluation	6

SPED Staff

Admin	1 FTE
Support Staff	.5 FTE
Certified	5 FTE
Classified	14.5 FTE



February 2024 Board Report for Humbolt Elementary School

Current Enrollment: 258-up 4 students from last year

Read Across America Day is Monday, March 4th. Humbolt staff and students would like to invite Mr. Witty and any interested Board members to come read a book to a class or two that afternoon for our 3rd Annual Staff Swap Read-Aloud.

Board Priorities

● Student Achievement

- Students were recognized for Academic Excellence and positive character. The character trait for the month of January was Fairness.
- Self-Manager badges, PBIS rewards, Running Club prizes, and 100 Book Club trophies were presented during Afternoon Assembly.
- A Junior Self-Manager Program rolled out for students in second through fourth grades.
- District level competitions for Oregon Battle of the Books and MathCounts took place. Teams are headed to regional competitions.
- Additional academic clubs include 100 Book Club, STEM Club, and Spanish Club.
- RtI Meetings were held January 30th. Students were regrouped based on skill levels from midyear assessment data. Additional data was collected, and students will be regrouped again before the end of February.
- Round two of formal observations and mid-year goals meetings are scheduled for February.
- 5th and 6th grades had their first band and choir concert. This is a first for 5th graders at Humbolt.
- Interim and Mandatory State Assessment Trainings were offered in December, January, and February.
- Conducted training in Title IA law, Reading Intervention curriculum, assessment and data management, and acceleration protocols to Title IA staff.
- Our curriculum team has narrowed the search for Science Adoption to two: Twig and Discovery. Both of these curricula contain user-friendly teachers' manuals and engaging student consumables. Twig also has trade books and leveled readers, PreK materials, and a fast-track option to cover all material in a four-day school week. The trade-off with Discovery is a Mystery Science component. We will be meeting with the Jr/Sr High School staff to look at vertical alignment on 2/20 and will have a proposal by then.

● Communicating with Stakeholders

- We continue to update information on Facebook and the website regularly.
- Newsletters are sent to staff weekly.
- Family communication through ClassTag, newsletters, and School Messenger.
- CTE collaboration with highschool programs and local businesses partners
- I met with the Senior Citizen Advisory Council to plan intergenerational activities.
- The Student Council has taken over updating the reader board weekly and planning an onboarding program for new students. They will also provide tours for new staff, subs, and families.

● Budget

- Additional Title IA curriculum was purchased to address reading comprehension needs for students in intermediate grades.
- Staff completed MAC training and survey



January 2024 Board Report Seneca Elementary School

Enrollment 01/31/2024: 13

Board Priorities

Student Achievement

- All students continue to increase their IXL scores
- January's students of the month announced
- Fourth and Fifth graders completed their animal habitat project
- Middle-of-the-year diagnostics completed
- Fourth and fifth graders began their Oregon Trail lesson

Communicating with Stakeholders

- We continue to update information on Facebook regularly
- CTE collaboration with local ranchers

Safe and Secure Schools

- Held fire drill on 1/31
- New security system for the front door installed

Recent/Upcoming Events

- Report cards sent home on 1/25
- Announced on 2/5, student-of-the-month for January were Avah Snapp and Danner Moore
- Students have earned 100 class points and will be rewarded with a movie party on 2/8! Great job, kids!
- Valentine's Party provided by PTA on 2/14
- 3/16 Seneca PTA Bingo Fun Night



Humbolt Child Care Center

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

Phone: (541) 575-1280 Ext: 3155

Monthly Report | January 2024

Director Hired | Care Services Began:

- Director Hired: April 2023 to license and operate child care facility | Care Began: August 21st, 2023

Staff Report: (7)

- Director (1) | Trina Fell
- Teachers (3) | Ashley & Cassi & Sophia
- Teacher's Assistants (3) | Brilynn, Bryanna, Stacey (Part Time)

Enrollment: (17)

- Breakdown of Children Enrolled
 - School Age: 2 (Fridays)
 - Preschool: 6
 - Toddlers: 4
 - Infants: 5

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

- Income: \$ 9,152.52
- Payroll: \$20,650.70
- Expenses: \$ 208.26
- Bottom Line: <\$11,706.44>

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

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

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

Board of Directors:

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

Grant School District No. 3

02/21/2024 – 7:00PM

Board Meeting Supplements

Section 5:

Consent Agenda

Mark W. Witly
Superintendent



GRANT SCHOOL DISTRICT NO. 3

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

WEDNESDAY 17 JANUARY 2024 - 7:00PM
BOARD MEETING MINUTES

January is Board Member Appreciation Month!

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: 7 of 7 (*Jake Taylor, virtually*)
- 1.2 Pledge of Allegiance
- 1.3 Agenda Review/ CL/AC/unanimous
- 1.4 *Short Recess – Time to celebrate our Board of Directors!*

2) **RECOGNITION:**

- 2.1 Student(s) Volunteer landscaping project at Humbolt Elementary/ mw/ Award presented/photo taken

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

- 3.1 Public Forum: 0

4) **REPORTS:**

- 4.1 **Financial/Business Manager/ mje ***
 - 4.1.1 See: 01/17/2024 Board Meeting Packet – Addendum 3/3 | Financial Report – Nov/Dec 2023
 - 4.1.2 **Resolutions:**
 - 4.1.2.1 1) **Revising Designation of Depositories (change bank)/ ZB/CL/unanimous**
 - 4.1.2.2 2) **For Inclusion Under the State of Oregon Deferred Compensation Plan/ CL/ZB/unanimous**
 - 4.1.2.3 3) **Plan Trust – Declaration/ CL/MTA/unanimous**
- 4.2 **Current Enrollment | Average Daily Membership (ADM) Reporting as of: 12/31/2023/jm ***
 - 4.2.1 GU = NOV/DEC = 207 (*each month*)
 - 4.2.1.1 Full-time, on-line (FTOL) = 13 (*each month*)
 - 4.2.2 HES = NOV: 253; DEC: 250
 - 4.2.2.1 Full-time, on-line (FTOL) = 4 (*each month*)
 - 4.2.3 SES = NOV/DEC = 12 (*each month*)
 - 4.2.3.1 Full-time, on-line (FTOL) = 0
 - 4.2.4 HCCC = 23
 - 4.2.5 **TOTAL ENROLLMENT = 509 – 23 (HCCC) = 486 → This data has been corrected**

5.1
1/8

Board of Directors:

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

Mark W. Witty
Superintendent



4.3 Current Staffing/JM/jy

4.3.1	GU =	39
4.3.2	HES =	45
4.3.3	SES =	4
4.3.4	HCCC =	6

4.4 Administrator's Reports: 0 Comments

4.4.1	Jay Hummel GU *
4.4.2	Andy L GU *
4.4.3	Shanna N SpEd *
4.4.4	Janine A Humbolt *
4.4.5	Tina M Seneca *
4.4.6	Trina Fell, Director Humbolt Child Care Center (HCCC) *

4.5 Superintendent's Report/ mw *

- 4.5.1 Collaborating Business/Community Partners/ I'm a [supporter of] library and business community partner[ships], so I would like the board to consider [a business/community partner] we could recognize maybe once a quarter, a collaborative partner, somebody from the business part of the world that works a lot with our schools and help us out, or another community partner that does a lot of work with us. I think it'd be nice if the board and admin team would get together and talk to staff and try to get somebody to put forward that we'd like to [highlight routinely]. I'd like to see us do a really nice plaque that would celebrate that partnership that we have with various partners.
- 4.5.2 Audits: We're under two audits right now because of past incidences, quite frankly, within our financials. It has to do with getting reports in from the financial aspect, on time; so when [you're reporting late], you get some [red] flags, drawing extra attention.
- 4.5.2.1 Special Education/ This will involve Shanna, myself, and Mary Jo. This audit is a reflection of not meeting deadlines with financial reporting requirements.
- 4.5.2.2 ESSR III/ There's 10 categories that trigger if you're going to win the lottery and be one of the 10 schools that get to go through an additional audit. This one really won't be too difficult, quite frankly. But again, it's because of our shortfall in reporting processes.
- 4.5.3 Ranchers Feeding Kids/ Local rancher has donated a steer under the Ranchers Feeding Kids Program. \$2,800.00 fair market value; additionally another organization was discovered that will cover the \$1,350.00 charge to cut and wrap the meat for our district's school lunch program.
- 4.5.4 Superintendent Evaluation/ There are a couple of things that I know that we need to be working on, but ultimately, I'm working on getting the strategic goals for the district to work with the team to get that done. I will submit to the board my self-reflection based on criteria outlined in the District Policy.
- 4.5.5 Classified Staff Negotiations/ Classified staff negotiations, that's going to come up. We need to start doing negotiations, usually February, March. It helps with budgeting, you will know where you're at from a financial standpoint. → WB, KB will join as negotiators

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Superintendent



- 4.5.6 Standard Operating Procedures (SOPS) | Team Approval/ The admin team is identifying Standard Operating Procedures (SOP'S) that ae missing and then creating them so we have a standard approach to managing processes.
- 4.5.7 ~~Legislative Dinner 01/18 (Cancelled)~~/ Other date options: 01/29; 01/30; 01/31? – legislation starts 02/05/2024
- 4.5.8 Strategic Planning Update/ AC will be present
- 4.5.9 Revitalization Career & Technical Education (CTE) Grant Award/ Received \$200,000.00 Grant to cover the cost of building a greenhouse and chicken house. The Vocational/Agriculture department will manage both the greenhouse and chicken house providing opportunities for elementary students to learn about horticulture.
- 4.5.10 TAP Grant & Seismic Grant/ TAP: \$25,000.00; Seismic: \$2,500,000.00
- 4.5.11 Work Session | March 2024/ Construction; facility – requesting date in February 2024

5) **CONSENT AGENDA:**

- 5.1 Recommend Approving 11/15/2023 WS Board Meeting Minutes
- 5.2 Recommend Board Meeting Calendar Adjustments: *(See Sections: 7.1.8 and 7.1.9)*
 - 5.2.1 Cancel 03/20/2024 Board Meeting
 - 5.2.2 Schedule 03/13/2024 Board Meeting
- 5.3 **Recommend Accepting New Hires: (1)**
 - 5.3.1 Micah Sprouffske, Temporary Math Teacher/GU
- 5.4 **Recommend Accepting Resignations: (7)**
 - 5.4.1 Destiny Fairless, GU History & Government Teacher
 - 5.4.2 Jessa Bigsby, GU Intermediate Math Teacher
 - 5.4.3 Debbie Gibson, GU Custodian
 - 5.4.4 Megan Nordstrom, GU Behavioral Interventionist
 - 5.4.5 A.J. McQuown, GU Football Coach
 - 5.4.6 Ron Lundbom, GU Boys/Gils Golf Coach
 - 5.4.7 Amy Hunt, GU Assistant Softball Coach
- 5.5 **Recommend Accepting Employment Position Transfer: (1)**
 - 5.5.1 Sharon Flory | from FT Transportation Manager → FT School Bus Driver | 07/01/2024
- 5.6 **Recommend Deleting Policies | 03/2023 & 08/2023 OSBA Guidance (first reading 11/15/2023):**
 - 5.6.1 EFA-AR: Local Wellness Program
 - 5.6.2 KL-AR: Public Complaint Procedure
 - 5.6.3 GCBDF/GDBDF-AR Paid Family Medical Leave Insurance (PFMLI)
- 5.7 **Recommend Adopting Policies | 03/2023 & 08/2023 OSBA Guidance (first reading 11/15/2023):**
 - 5.7.1 EFA: Local Wellness
 - 5.7.2 KL: Public Complaints
 - 5.7.3 AC-AR: Discrimination Complaint Procedure
 - 5.7.4 BDBDA: Board Meetings
 - 5.7.5 BDC: Executive Sessions
 - 5.7.6 GCPC/GDPC: Retirement of Staff
 - 5.7.7 IGBHD: Program Exemptions
 - 5.7.8 LBE: Public Charter Schools

Board of Directors:

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Mark W. Witty
Superintendent



- 5.7.9 LBEA: Resident Student Denial for Virtual Public Charter School Attendance
Motion: ZM Second: AC Unanimous: 7/7 – Approve Consent Agenda in its entirety

6) **NEW BUSINESS:**

6.1 **Grant Presentations:**

- 6.1.1 School Investment Account (SIA) Grant Agreement & Longitudinal Performance Growth Target (LPGT) Presentation:
https://docs.google.com/presentation/d/13EpUWQs2_KVH11iA8BKnSpM2RNcR9Yq_/edit?usp=sharing&ouid=109360443302069588760&rtpof=true&sd=true

6.1.1.1 **Public Comment:** 0

6.1.1.2 **Board Approval:**

6.1.1.2.1 Motion: MTA Second: KB Unanimous: 7/7

- 6.1.2 Early Literacy Grant/ * ja
<https://docs.google.com/presentation/d/1vApyI2bswXICOrDwCtqGPBdrIwLihZ3aK5RPynR8H3E/edit?usp=sharing>

6.1.2.1 **Public Comment:** 0

6.1.2.1 **Board Approval:**

6.1.2.1.1 Motion: CL Second: AC Unanimous: 7/7

- 6.1.3 Smarter Balance Assessment System (SBAC) State Assessment Test Results/ * See packet supplement Robyn Miller (rm)/ Robin Miller presented longitudinal data to look at a cohort across time/ Robin Miller will provide teacher training and prepare students for assessments/ Correlation identified that testing third grade students, may predict their success through to high school graduation.

- 6.2 Revised District Calendar/ * mw/ The calendar changes the grading day from March 15th to April 5th, 3rd and 4th quarters were balanced by number of days in each quarter. → KB/AC/unanimous

- 6.3 Recommendations for Budget Committee/ mw → AC/KB/unanimous

6.4 **Update Construction Projects**

- 6.4.1 Capitol Projects – Action Items/ ng * → CL/MTA/Unanimous (X7 items)

- 6.4.2 Project Tracker/ ng *

- 6.4.3 GSD3 Project Updates/ ng *

6.4.3.1 See: 01/17/2024 Board Meeting Packet – [Addendum 1/3](#) | Capitol Projects (138 pgs)

6.5 **FIRST READING – Recommend Adopting Policies:**

- 6.5.1 **BFG:** Board Policy Review | *for Board Process/review only*

- 6.5.2 **BFC:** Adoption and Revision of Policies | *for Board Process/review only*

- 6.5.3 JFCF-AR Harassment, Intimidation, Bullying, Cyberbullying, or Teen Dating Violence Reporting Procedures | Student

- 6.5.4 JGE Expulsion

- 6.5.5 GCBDA/GDBDA-AR Family Leave – Oregon

- 6.5.6 GCBDA/GDBDA Family Medical Leave – Oregon

6.5.6.1 Please see: 01/17/2024 Board Meeting Packet – [Addendum 2/3](#) | Policies

NOTE: These policies will be re-presented for a second/final reading during our 02/21/2024 Board Meeting, under “**Consent Agenda**” for consent/approval.

Board of Directors:

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

Mark W. Witt
Superintendent



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

- 7.1.1 JANUARY 2024 – Board Member Appreciation Month!!
- 7.1.2 ~~01/11 Strategic Planning Meeting | 5:00PM | (Cancelled)~~
- 7.1.3 ~~01/18 Legislative Engagement Dinner | 5:30PM | (Cancelled)~~
- 7.1.4 01/25 – Strategic Planning Meeting | 5:00PM
- 7.1.5 02/01 – Strategic Planning Meeting | 5:00PM
- 7.1.6 02/08 – Strategic Planning Meeting | 5:00PM
- 7.1.7 02/21 – Board Meeting | 7:00PM
- 7.1.8 03/13 – Board Meeting | 7:00PM (Approval Pending Consent / See Section 5.2) / Approved
- 7.1.9 03/20 – Board Meeting | 7:00PM (Cancellation pending Consent / See Section 5.2) / Approved
- 7.1.10 04/17 – Board Meeting | 7:00PM | Seneca Elementary School Gymnasium

8) **BOARD REPORTS:**

- 8.1 **KB:** Commented last – echo all previous comments; thank you to [GSD3] staff.
- 8.2 **M.T. A:** 0 at first; Yeah, I want to recognize Amy Hunt and Ron Lundbom and some of these people that have really put a lot of effort into the youth in this community, not just for one year, but for a lot of years. And so, yeah, it's kind of sad to see some of these changes, but I just really appreciate what they've added to these youth in this district. And then the other thing, I would echo what everybody has said, just all this stuff here is really cool stuff [Students' contributions for Board of Directors' Appreciation Month – It's nice to walk into the room and see [all this]. [Glad we are] recognizing that we have a problem, and I appreciate your guys' commitment to [understanding] that, [and] helping those kids get on track. And you know, the thing that's cool to me about it, too, is we all sit here in this room, nobody's negative about it. We're trying to figure out how to solve it. How do we make this better? [This is the] the collaborative approach that we need.
- 8.3 **AC:** Appreciate all of the BM Recognition gifts. I thank the teachers and students for all of the [gifts]. I really appreciate it taking the time to do that. It's very nice to come in and find these things here, and I also want to thank you for that assessment report. I just appreciate it to hear that you guys are looking at that and taking [action].
- 8.4 **CL:** I'm just appreciative of our staff. I'm amazed how much testing is taking place now. [Never] used to be there. And I don't know how teachers can teach curriculum, but I really appreciate the staff.
- 8.5 **WB:** Yeah, I can echo the previous comments. I love my sign and I like my Lifesavers. I'm excited about Janine's reading training, and I know there's been a lot of advances in how we teach kids how to read. In fact, we have a principal that's an expert in learning more. I think it's pretty awesome. And in fact, we're on top of our data and recognize we have some kids that are behind or trying to fix it. I think that's wonderful, too. I know they've been wonderful teacher for my students and I'm going to miss the Coaches – coach Lundbom and that I'm sorry to see them [leave]. I certainly am grateful that they've been here and been involved.
- 8.6 **ZB:** Well, I'll just echo what everybody else said about it. I'm so impressed with the administrators and the teaching staff and the support personnel and the ventures. But you understand that these kids, that there's so many great kids need help.
- 8.7 **WB:** In basketball because of my son, but You know, it's like, I've been out on those roads for the last week and a half and it's not our bus drivers. It's not Jesse and Chris that I'm concerned about. It's ['the other drivers on the roads, that often don't put safety first.']. Safety consideration is very, very appreciated from my end. Thanks for these awesome little thank you notes, treats and the name tag (placard) that might be my permanent [name placard].

Board of Directors:

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

Mark W. Witty
Superintendent



8.8 **JT:** I just want to make sure that Dr Bailey gets that cake for me, take it home if you can. Yeah, Robyn Miller, thank you so much. I know it's added work to do all that testing and I appreciate and trust all the work that you're doing. It's nice to see those metrics and hopefully we can utilize all that hard work to better our students. So thank you.

8.9 **MW:** I just make a plug, we didn't have this kind of a relationship with ODOT [in the past]. Right now, Shane Griffin will call me up and give me reports, real life reports from his perspective. And it's just huge to be able to have that real life [report from] somebody that's out there on the road. So I super appreciate ODOT for doing that. That doesn't happen everywhere and so Shane needs a high 5. I want to say how long Ron has been [coaching golf], 18 years or something like that. He's been at a long time. He's a longstanding coach, with his heart and soul in it. Ron has been the face of that program for a lot of years. But he's stepping down, [for] somebody else step up.

9) **TOTAL IN ATTENDANCE:**

- 9.1 In Person: 12
9.2 Via Zoom: 12

10) **ADJOURNED: 9:21PM**

MEETING SUMMARY | READ AI:

The meeting began with technical difficulties and a review of the agenda, followed by a heartfelt discussion about Board Appreciation Month. Members expressed gratitude for the board's hard work and unity, emphasizing their shared goal of improving Grant School District 3. The meeting then proceeded with updates on various financial matters, including resolutions related to joining the 457 plan sponsored by the state of Oregon and addressing banking issues. The board engaged in a detailed discussion, considering the potential benefits and challenges associated with each resolution.

The meeting also included a comprehensive report on enrollment and staff numbers for various locations, with specific figures for student enrollment at GU, Humboldt, and Seneca, as well as online students. The section also involved a proposal to recognize collaborative partners from the business and community sectors by instituting a quarterly award and plaque to celebrate their contributions. Additionally, there was a discussion about the rescheduling of the legislative dinner, citing bad weather conditions in Malheur County and the need to maintain a strong relationship with representatives.

The meeting also included a presentation on the grant agreement for the student investment account (SIA), emphasizing the requirement for public comment and the delayed release of the agreement. The speaker provided a breakdown of the allocation of funds from the SIA account, specifying the areas where the funds are being utilized, such as school counselor, intervention teachers, curriculum, and technology upgrades. Furthermore, the speaker explained the process of setting longitudinal performance growth targets (LPGTs) and the 5 metrics used to monitor progress over a 5-year period, including 4-year graduation rate, 5-year completion rate, 3rd grade reading level, 9th grade on-track status, and regular attendance.

The meeting also involved a detailed analysis of student performance data, with a specific focus on math and ELA proficiency across different grade levels. Speakers provided comprehensive statistics on the percentages of students meeting state averages, emphasizing the need for comparison and further examination of the data. Additionally, there were discussions about the individualized support plan for 6th-grade students, with a focus on the creation of a model to provide tailored assistance, including a behavior tracking system and a flex period for additional support. The meeting highlighted the significance of analyzing and utilizing this data to support students' academic progress and the role of the district test coordinator in facilitating this.

Board Packet posted on district web site at: <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, sex, age, disability, veteran status, sexual orientation, gender identity or associational preference. 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 For telecommunications relay services for the deaf, hearing or speech impaired call 1(800)735-2900

Board of Directors:

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

Grant School District No. 3

PLEASE SIGN IN

BOARD MEETING

District Office Board Room

DATE: 01/17/24 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>Anna Field</u> | <u>prairie city</u> |
| <input type="checkbox"/> | <u>Heather Rookstrop</u> | <u>JD</u> |
| <input type="checkbox"/> | <u>Emily Ennis</u> | <u>JD</u> |
| <input type="checkbox"/> | <u>Riggin Dowdy</u> | <u>JD</u> |
| <input type="checkbox"/> | <u>Randy Dowdy</u> | <u>JD</u> |
| <input type="checkbox"/> | <u>Greg Floyd</u> | <u>JD</u> |
| <input type="checkbox"/> | <u>Cody Wil</u> | <u>111 K.</u> |
| <input type="checkbox"/> | <u>Justin Davis</u> | <u>BME</u> |
| <input type="checkbox"/> | <u>Robyn Miller</u> | <u>JD</u> |
| <input type="checkbox"/> | <u>Andy Lusco</u> | <u>MV</u> |

Grant School District No. 3

PLEASE SIGN IN

BOARD MEETING

District Office Board Room

DATE: 01/17/2023 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>Shanna Natunay</u>	<u>JD</u>
<input type="checkbox"/>	<u>Jay Hummel</u>	<u>JD</u>
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
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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

PERSONNEL SELECTION FORM



APPLICANT SELECTED: Stephanie De Boer - 360-201-5214

POSITION: GM Jr/Sr High School Behavioral Interventionist

*FIRST DAY OF WORK: School Year 24 WORK HOURS PER DAY: ft - certified contracts

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 1

EXPERIENCE: 7+ years

EDUCATION: Masters +

NAMES OF REFERENCES CHECKED: 3

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Andy Lusco, Marcia Smith, Celine Lindley, Marcie Judd
J.J. Collier, Jay Hummel

NAMES OF ALL PERSONS INTERVIEWED:

Stephanie De Boer

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Megan Nordstrom

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION
Personal -

DATE OF NOTICE OF POSITION: _____ DATE APPLICATIONS CLOSED: Open Until Filled

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

LANE: Masters STEP/YEARS: 8 SALARY: 67,580 (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

Feb. 8, 2024
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

Feb. 12, 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: Catrina Gabbard

POSITION: Lead Office Specialist

*FIRST DAY OF WORK: 02/21/2024 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: 1 # PERSONS INTERVIEWED: 1

EXPERIENCE: 7 years

EDUCATION: NA

NAMES OF REFERENCES CHECKED: Local

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger

Mark Witty

NAMES OF ALL PERSONS INTERVIEWED:

Catrina Gabbard

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: January 30, 2024 DATE APPLICATIONS CLOSED: February 9, 2024

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

LANE: _____ STEP/YEARS: _____ SALARY: \$2,500 (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.*

Mark W. Witty
SIGNATURE OF SUPERVISOR

Mark W Witty
DATE FORM COMPLETED

Mark W. Witty
SIGNATURE OF SUPERINTENDENT

Mark W Witty
DATE

From: **Kassi Helmricks** <helmricksk@grantesd.org>
Date: Mon, Feb 12, 2024 at 6:12 PM
Subject: Resignation
To: markwitty@grantesd.org <markwitty@grantesd.org>

To whom it may concern,

With great sadness I must resign from my position as Title 1A Teacher effective June 30, 2024. It has been a pleasure working for this School District. At this time, I need to focus on my education and my family. Thank you for this amazing opportunity.

Regards,
Kassi Helmricks

Kassi Helmricks

Helmricksk@grantesd.org
Title 1 Teacher, Humbolt Elementary



From: Ferdinand Mordeno
Date: Fri, Feb 2, 2024, 3:07 PM
Subject: Resignation,
To: Janine Attlesperger

Dear Janine,

Please accept this email as my formal resignation from the position as cooks helper at GU/ Humbolt Elementary School. My last day of will be February 15,2024.

I appreciate the opportunities for growth and development you have provided during my time . Thank you for your guidance and support.

I wish you all the best going forward.

Sincerely,
Ferdinand Mordeno



Grant School District No. 3

02/21/2024 – 7:00PM

Board Meeting Supplements

Section 6:

New Business



Grant School District No. 3

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

RESOLUTION

A RESOLUTION REVISING DESIGNATION OF DEPOSITORIES FOR SCHOOL DISTRICT FUNDS FOR FISCAL YEAR 2023-24 BEGINNING JULY 1, 2023.

BE IT RESOLVED, pursuant to ORS 328.441, 294.805 to 294.895 ORS 295, the Board of Directors of Grant School District No. 3 hereby revises the designation of the following as safe and proper depositories of School District funds for the fiscal year 2023-24.

1. Bank of Eastern Oregon John Day, Oregon (previously First Community Credit Union) -main account
2. First Community Credit Union – Scholarship and Debt Service CD
3. Old West Credit Union – Scholarship and Student Body
4. Local Government Investment Pool State of Oregon
5. Any bank with an office in Oregon that meets the statutory requirement for the Oregon State Treasurers Public Funds Collateralization Program.

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

Adopted this 21st day of February, 2024.

Signed: Chairman _____

Attest: Superintendent _____

6.1
1/1

Board of Directors:

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



2024-25 LOCAL SERVICE PLAN - EXECUTIVE SUMMARY

INTRODUCTION

The Grant County Education Service District serves over 880 students. Through the Local Service Plan process, the consortium allocates general fund resources equitably across five component districts.

THE LOCAL PLAN

The GCESD is legislatively mandated to provide four core areas of service to students and schools:

- Special Education
- Technology
- Curriculum Services
- Administrative & Support Services

GENERAL FUND/RESOLUTION SERVICES

The following services in the core areas are considered Resolution Services. They are funded through the General Fund and **provided at no cost to component school districts.**

Special Education:

- Speech Language Pathology – consultation, evaluation, therapy, assistants
- Special Education coaching
- Evaluation services
- Behavior Safety Assessment Team coordination
- Sexual Incident Response Committee coordination
- Special Education Autism Specialist – consultation model
- Coordination of Occupational Therapy and Physical Therapy services
- CPI Nonviolent Restraint training
- Systems Program Review and Improvement assistance
- Special Education leadership

Technology:

- Network infrastructure support
- WAN support
- Wireless infrastructure
- Internet Access
- Filtering Services/CIPA Compliance
- Email supports/filtering
- Google for Education supports
- Synergy supports
- Cooperative purchasing
- VPN and remote desktop assistance
- iVisions supports
- Microsoft Volume Licensing EES

Curriculum Services (formerly School Improvement)

- Analyze school-level data
- Review best practices for student improvement and assist districts in implementation
- Assist districts in implementing research-based strategies to increase student achievement
- Coordination of content workshops and/or content area cohorts
- Facilitation of region-wide professional development opportunities

Administrative and Support Services:

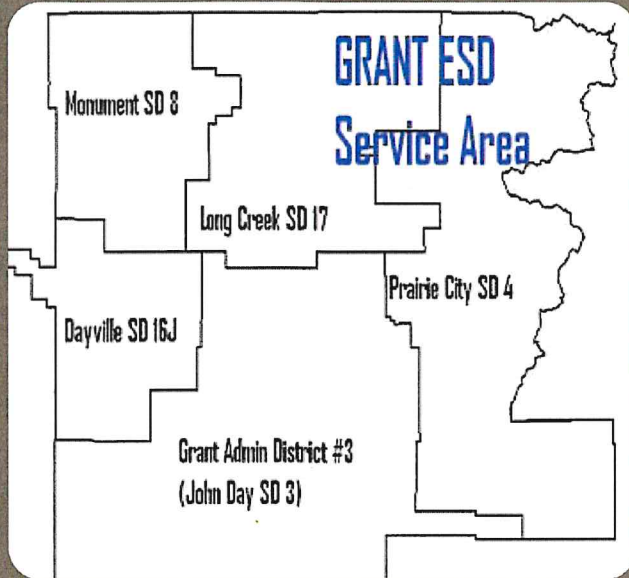
- Homeschool registration and testing
- Coordination of Student Resource Officer/Tuancy Services
- Counselor Support and Coordination
- Substitute registration and mandatory training
- Business functions and consultation
- Liaison services between ODE and component school districts
- Community outreach and engagement facilitation for component districts
- Facilitation of school safety plans, emergency management plans, and HASS plans
- Superintendent services: consultation, networking, training
- Hosted monthly Superintendent meetings
- Coordination of County Flight Team and SMART Crisis group



2024-25 LOCAL SERVICE PLAN - EXECUTIVE SUMMARY

WHO DO WE SERVE?

GCESD provides services to 880 students in five districts.



GENERAL FUND/RESOLUTION SERVICES

Oregon ESDs are legislatively mandated to provide four core services to component school districts:

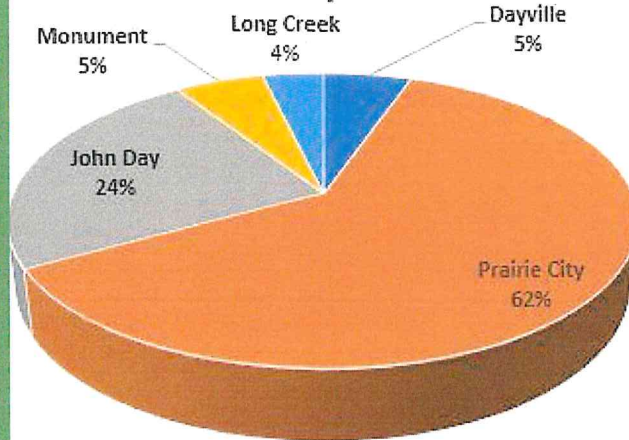
- Special Education
- Curriculum Services
- Technology
- Administrative & Support Services

Grant ESD uses its local tax base to provide these services equitably across the region. Grant ESD also returns over \$1 million each year to our region's school districts in the form of excess tax dollars. Each ESD is responsible for annually developing a Local Service Plan (LSP) in collaboration with component districts leadership. The criteria for approval of the LSP is 2/3 of the component districts, with at least 50% of the students, must vote in favor. (ORS 334.175)

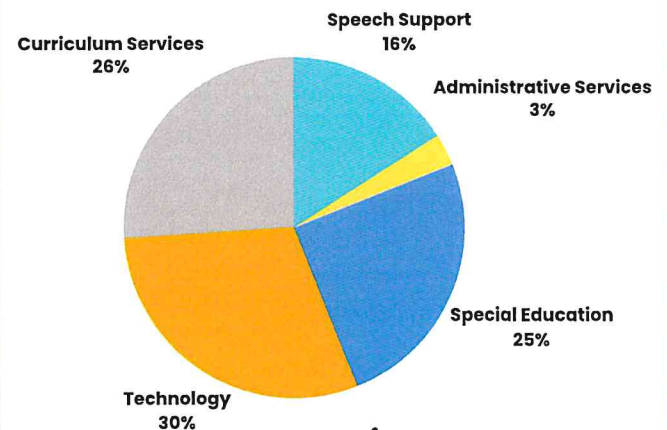
By law, ESDs are required to spend 90% of their basic school formula revenue on the four core service areas. **GCESD projects to spend 99% of these resources on Districts.**

The 2024-25 Grant County ESD will be supported by a projected \$4.2 million total General Fund budget. Resolution Services distributions are shown below.

ADMW By District



Resolution Services Spending Allocations



Resolution Services Spending Allocations: \$1,518,109.28

MISSION

The mission of Grant County Education Service District (ESD) is to assist school districts and the State of Oregon in providing excellent and equitable educational opportunities and successful learning environments for all Grant County students. Grant ESD is dedicated to providing leadership in helping to achieve Oregon's education goals and working in partnership with schools and our community to enhance the healthy development of children and their families for today and tomorrow.

Resolution Services 2024-2025

The goals of Grant Education Service District (Grant ESD) are to assist component school districts in meeting the requirements of state and federal law, to improve student learning, to enhance the quality of instruction provided to students, to provide professional development to component school district employees, to enable component school districts and the students who attend schools in those districts to have equitable access to resources, and to maximize operational and fiscal efficiencies for component school districts.

Grant ESD meets the challenge of its mission by providing services to its constituent districts. Serving about 880 students in a 4,500 square-mile geographically challenging area requires a commitment to education. The ESD provides four resolution services per ORS 334.175(2) – Special Education services (which include Speech/Language Pathology services), Technology services, Administrative and Support Services, and School Improvement services.

While many large education service districts may offer a menu of services - the ability to “pick and choose” - component districts within Grant ESD have historically shunned this model in favor of a more cooperative consortium arrangement. This has historically allowed services to flow where most needed in times of change. The “give and take” of the structure allows districts to help build capacity where the remoteness of the population would otherwise deny service (or create a cost-prohibitive model). It is truly about providing an equitable public education to all students regardless of which district the student attends.

Core Services – Technology Services

Grant ESD currently employs 3.0 FTE in technology. As the service demands of our districts have become more varied and diverse, our workforce has had to adapt to the changing environment. Our plan is to grow one of our techs into an Education Technology coach, allowing the department to actively engage with and guide staff in the seamless integration and effective implementation of technology solutions within the classroom environment. The ESD also provides Google for Education supports and maintenance.

The Grant County ESD Technology Department provides a variety of network services to its component school districts. Technology services include, but are not limited to:

Network support provided by Grant ESD includes the local area network as well as the wide area network. This support takes on many roles including design, installation, configuration, utilization monitoring, and troubleshooting of network switches, routers, firewalls, wireless access points, mail scanning, spam filtering, and antivirus updates. The ESD also provides basic network infrastructure support in the form of DNS services, WINS services, DHCP services, filtering software, and operating system maintenance (patches).

The Technology services provided also include helpdesk support. This service includes on-site computer setup, software installation, troubleshooting, hardware installation, and Q&A. The support is typically initiated via phone call and response is rather immediate through the use of remote desktop assistance capabilities within the system.

One of the most demanding services provided by Grant ESD is the maintenance of a cybersecurity stance. Now more than ever, cybersecurity is paramount to school networks. Multi-factor authentication, intrusion prevention, and table-top exercises are all part-and-parcel to the stance. With the average cost of one ransomware event exceeding \$5,000,000.00, security cannot be taken lightly. However, it is a fine balancing act to sit between too tight restrictions and too open accessibility. Last year alone, Grant ESD filtered more than 1.2M messages, of which only 156,000 were considered acceptable messages. That’s an 86% rejection rate based on virus scanning, spoofing, adult content, phishing attempts, bots, and other malware content.

6.3
1/6

The technology team at Grant ESD also supports the finance software platforms used by the districts as well as the student information services software. Currently, the districts utilize iVisions finance software and Synergy for student information services. Synergy is hosted by Edupoint and supported by Grant ESD. The technology services provided for component districts also includes many of the software licenses. Each district is responsible for Microsoft School Agreements, but through the ESD membership in the Organization for Education and Technology in Curriculum, costs are kept at a minimum.

Projected Resolution Budget 2024-2025 for Technology Services (2660): \$452,459.36

Core Services – Administrative and Support Services

Grant ESD provides core administrative and support services in many areas including administrative services, home-schooling, and truancy. While in the past we have never used any of our General Services Grant to cover these services, more and more time is being demanded to provide these services. Services include, but are not limited to homeschool registration and testing, coordination of Student Resource Officer/Truancy Services, substitute teacher registration and mandatory training, business functions and consultation, liaison services between ODE and component school districts, community outreach and engagement facilitation for component districts, facilitation of school safety plans, emergency management plans, and HASS plans, superintendent services including consultation, networking, training, hosted monthly Superintendent meetings, and coordination of County Flight Team and SMART Crisis group.

We are seeing a larger number of home school interactions and testing sessions, as well as an increased number of truancy issues and substitute teacher registration, testing and licensure. Currently, Grant County has only 18 licensed substitutes (both restricted and permanent subs) for the county. Not all subs are available to all districts and not all are available every weekday.

While Grant ESD contracts with all five districts for business services, the contracts are not significant enough to cover the costs associated with taking on a business office for four of the five school districts and payroll for all five school districts. We use general funds to offset those losses.

Projected Resolution Budget 2024-2025 for Administrative and Support Services: \$50,000.00

Core Services – Curriculum Services/School Improvement

Curriculum services are provided by Grant ESD to all five districts. Lumped into the curriculum services includes services such as analyzing school-level data, reviewing best practices for student improvement and assisting districts in implementation of these practices, assisting districts in implementing research-based strategies to increase student achievement, coordinating content workshops and/or content area cohorts through the EOREN, and facilitating region-wide professional development opportunities.

The Curriculum Specialist will work with districts to analyze data, review best practices, and plan implementation strategies for improving student achievement. This person will also coordinate and provide content workshops for school staff, as well as facilitates opportunities for mentoring and/or content area cohorts within and between component districts. Professional development opportunities afforded by this position will be based on data analysis and best practices, and will be offered both within the schools and at the ESD. Another component of this position is to assist districts in the development, writing, implementation, and continual refinement of the Continuous Improvement Plan, even though the plan has been moved into the Integrated Guidance. As the Oregon Department of Education demands more and more of the districts in terms of reporting and evaluation, the position lends itself to assisting districts with these demands.

One service that districts asked Grant ESD to provide is School Counselors. We have provided tuition to “grow” four counselors to our districts. One has completed program and received TSPC licensure for School Counselor. Two others are in program and have received Restricted Licensure. We anticipate that these two will be completing requirements for full licensure next fall. We have entered into a tuition agreement with a fourth individual who will be ready for restricted licensure fall of 2025. Grant ESD coordinates counseling services from these FTE to all five districts.

Projected Resolution Budget 2024-2025 for Curriculum Services (2210): \$396,248.16

Core Services – Special Education/Services to Students

The demand for special education services across the county is growing at a much faster rate than anticipated and we are trying to be responsive by increasing these services. We are always looking to the future in these resolutions and so we are attempting to “grow our own” specialists. In the past we have successfully “grown our own” SLP when none were available. As we see our specialists begin to retire, we are looking to make sure that we have personnel in place to cover these gaps. We currently have one SLPA in process and look to expand with other specialized services.

Grant County Education Service District assists local school districts in providing Special Education services for students. The service includes Special Education instructors, one licensed Autism Specialist, one Speech Pathologist, coordination of OT and PT professionals, and highly qualified paraprofessionals. We also have one individual in program for School Counselor, but completion is fall term of 2027. The services may include, depending on individual needs, testing, referral, coordination with other agencies for services, staffing, professional development opportunities, and consultation, as well as General Supervision and Cyclical Monitoring for the Oregon Department of Education.

Grant ESD assists local districts by providing diagnostic services in speech and language, initial hearing screening for students residing in the county, and speech and language therapy services for students that require it within the limits of one speech therapist and paraprofessional personnel. As costs for special education have grown, so too has the resolution for this core service.

Projected Resolution Budget 2024-2025 for Special Education (1250 & 2190) and Speech (2150): \$619,401.76

Acceptance and Signatures

District Board Chairperson

Date

District Superintendent

Date

ESD Board Chairperson

Date

ESD Superintendent

Date

COUNSELING SERVICES CONTRACT
2024-2025

This contract is entered into between Grant County School District No. 3, hereinafter referred to as SD3, and Grant County Education Service District, hereinafter referred to as ESD.

WHEREAS SD3 would benefit from counseling services and;

WHEREAS, this arrangement will provide counseling services to SD3 and;

WHEREAS, these services would support the operation of SD3;

NOW, THEREFORE, it is agreed between the parties as follows:

I. Counseling – Grant County ESD will provide one licensed school counselor for 105 contract days (two days per week). These contract days will match as closely as possible the Grant County School District 3 calendar.

II. Payment for Services – SD3 will provide payment for the personnel costs associated with providing counseling services by ESD in the amount of \$47,750 for the fiscal year 2024-25. Payment will be made in four equal payments due on the SD3 designated regular payables day in September 2024, December 2024, March 2025 and June 2025. SD3 will be responsible for supplies, software, hardware or other non-personnel costs; any additional work requested by SD3 for previous counseling matters requiring personnel shall be mutually agreed between ESD and SD3 and an amount mutually agreed.

III. Liability – SD3 retains all liability for previous actions; provides bonding and insurance; holds harmless ESD in all events.

IV. Saving Clause – Should any part of this contract be determined to conflict with any law or statute, and thereby become invalid, the remainder of the contract will remain intact.

V. Termination – Either SD3 or ESD may terminate this contract at any time for cause. Cause shall constitute conduct which is seriously prejudicial to, and which substantially affects SD3, including but not limited to breach of contract.

Notice of termination for cause shall be given in writing at least 30 days prior to the effective date termination. Such notice shall contain a statement of the reasons constituting cause.

VII. Duration – This contract shall be in effect from July 1, 2024 through June 30, 2025 and may be renewed by mutual agreements between ESD and SD3.

VIII. Authorization and Signature:

_____ Date: _____
SD3 Superintendent

_____ Date: _____
ESD Board Chairman



February 2024

RE: Capital Project Action Items & Progress Update

ACTION ITEMS

The following action items need board review and approval:

Project/Action Item	Motions Needed
GUHS HVAC CM/GC Contract	1. Review and approve the CM/GC procurement method and timeline, as outlined below
GUHS Library/Student Commons Electrical and Lighting Package	2. Review and approve the revised timeline for the project, including authorizing a partial award of the electrical and lighting contract

Action Item 1) Review and Approve the CM/GC procurement method and timeline

[OAR 137-049-0690](#) authorizes the Construction Manager/General Contractor Services (“CM/GC Services”) approach for technically complex projects. CM/GC has defined contract obligations for the construction manager, including responsibilities as part of the project team, the Contracting Agency (School Board), and the design team.

In the case of the GUHS HVAC project, we have three complementary processes occurring at the same time:

- Design and construction of the HVAC mechanical equipment (heat pumps, AC units, chillers, blowers, etc.)
- Design and construction of the electrical equipment (upgraded circuits, rewiring the building, etc.)
- Design and construction of the structural equipment (manwalks, support systems, etc.) that will house the new mechanical equipment.

This project is further complicated by a fourth component, the need to upgrade the communications lines (CAT 5/6 cabling, etc) throughout the building, which Grant ESD designed.

We have contracts with three separate design firms to assist with this work as part of the integrated design team. They are:

1. Marcia Karr – Mechanical Engineer – provided stamped mechanical plans on February 10
2. Frontier – Electrical Engineer – provided stamped electrical plans on February 2

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3. ZCS – Structural Engineer – providing structural designs (due by the end of this month)

How does CM/GC Work?

A solicitation for CM/GC Services includes two components: a pre-construction Personal Services scope of work to be performed by the CM/GC, and a Construction scope of work expected to result in a completed Public Improvement. Under this approach, the construction phase of the CM/GC Services only becomes a Public Improvement Contract once the School District amends the contract, through an early work or a GMP amendment, to authorize the construction of a portion of the project or the entire project.

The GMP or fixed Contract Price is developed under the Personal Services scope of work after the CM reviews the designs and specifications created by the design team. The fee may be a fixed dollar amount or a proposed percentage of all reimbursable costs.

The CM/GC will create the **procurement/work schedule** and **estimated cost** to integrate the various components of the work (in our case, mechanical, electrical, structural, and communications improvements). The CM/GC is also responsible for **sourcing the subcontractors** who will perform the work, including a publicly advertised sub-contractor pre-qualification process or appropriate justifications for non-competitive subcontracting awards. The CM/GC must provide a **performance and payment bonds** for the work performed as part of the Public Improvements.

Why use CM/GC?

The CM/GC essentially becomes the Owner's Rep and Project Manager for the job. They are responsible for ensuring that the District's objectives are met, the materials are ordered and installed to the engineers' specifications, the systems work as designed, and all work is performed in accordance with the schedule.

Because of the complexity of this project, we are recommending the District hire a CM/GC through the following steps:

- 1) **Public Notice.** First, the District must publish notice of a public hearing in one trade newspaper of general statewide circulation a minimum of 14 days before the hearing. For the hearing to be held on March 13, the notice needs to be published on or before February 28.
- 2) **Draft Findings.** Copies of the draft findings supporting the exemption must be made available to the public at the time of the notice.
- 3) **Public Hearing, Order, and Approval of Findings.** At the hearing on March 13, the board must offer an opportunity for any interested party to appear and comment. After receiving any comments and/or testimony, the school board must pass a resolution to:
 - (a) direct the use of the alternative contracting method (i.e., CM/GC), and
 - (b) approve the written findings and exemption.
- 4) **Issue Solicitation.** Once the board has approved the findings and use of the CM/GC contracting method, the District may issue the solicitation document (i.e., request for proposals). This may be as early as March 14.

Developing the CM/GC competitive solicitation/bid packet must follow the model rules under ORS 279A.065. This contract shall:

- a. Describe the criteria the District will use to evaluate proposals for the CM/GC services and what weight the District will give each criterion in the evaluation;
- b. Describe how the District will use interviews in the procurement and how we will evaluate information from these interviews if we use them;
- c. Describe any other criteria that we may consider in selecting a CM/GC firm;
- d. Describe how we will combine scoring from the interviews, from evaluating the proposals, and from other criteria specified to arrive at a proposer's final score and ranking;
- e. State that any savings the CM/GC realizes in performing the public improvement contract will accrue to the District, unless the contract provides otherwise;
- f. Specify terms and conditions that govern how the fixed price, guaranteed maximum price (GMP) or other maximum price set forth in the public improvement contract will be determined and whether the price includes or is based on unit pricing or allows for work that is constructed in phases;
- g. State that the District will not pay any amount that exceeds a fixed price, GMP, or other maximum price specified in the public improvement contract unless the amount results from material changes to the scope of work and the parties to the public improvement contract agree in writing to the material changes;
- h. State that the contracting agency will conduct the procurement in accordance with model rules the Attorney General adopts under ORS 279A.065 (Model rules generally); and
- i. Specify deadlines and time periods for the procurement that allow prospective contractors a reasonable opportunity to submit proposals.

Procurement Timeline

The CM/GC bid packet will include the final, stamped plans from all three design firms plus the Grant ESD communications plans. If this bid packet is published on or around March 14 in journals with statewide circulation, we can set the bid packets to be due on or around April 30 (45 days) and make the award at the May 15 school board meeting. This will provide a two week window for the District to interview respondents before making a final decision.

The CM/GC firm we select will then prepare the work schedule and assist us with procuring subcontractors that will be evaluated for award in late June or early July.

Funding Impacts

The most critical dependency is the ESSER III Funding, which must be obligated by September 2024. We have budgeted approximately \$832,000 from our ESSER III funds for this project. These funds can be used to order equipment for any of these components, and we can target performing much of the preliminary work in August and September, but we can only use these funds to reimburse expenses incurred between March 13, 2020 and September 30, 2024. We must ensure in our competitive solicitation that the CM/GC Firm understands this constraint and develops the schedule appropriately so we do not put these funds at risk.

We also need to consider HB3031, which includes specific contracting provisions for funds dedicated for HVAC improvements. This regulation does not apply to our ESSER III funds, but will apply to any additional state or federal funding we receive specific to HVAC improvements. We anticipate applying for federal funding in parallel with state funding this spring to help offset the cost of construction, and will develop the bid packet for the CM/GC solicitation to reflect the requirements in HB3031.

Action Item 2) Review and approve the revised timeline for the Student Commons, including authorizing award of the electrical and lighting contract

Last month, the District issued competitive solicitations for two project components of the Student Commons renovation: (1) the replacement of the suspended ceiling, and (2) the electrical and lighting package.

Damschen Interiors (Baker City) is the only firm that bid on the suspended ceiling contract. They bid **\$62,375** to replace 2,600 sf of ceiling tiles and set a new grid (**\$24/sf**). We can order the materials for about \$5,800 if we just replace the tiles and leave the grid in place. We can paint the grid to make it look new, and with labor, we will come in at about 10% of the bid price (approximately **\$6,800** or **\$2.60/sf**). We recommend the District not award the suspended ceiling contract and have our team (Strong Contracting) order the tiles and install them in the current grid.

S&C Electric (John Day) is the only firm that bid the electrical and lighting package. They bid **\$98,500**. This bid includes the electrical for the admin offices and all the new lighting shown in the construction drawings. This amount is double what we anticipated. Ditroen can source something cheaper for the grid lights, especially knowing the existing grid will remain. They may be able to keep the existing switching and light locations. That could be a potential \$10k-30k savings across the 28 grid lights proposed.

Schedule & Partial Award

The current timeline is as follows:

- March 22-April 7** – Asbestos abatement and floor finishing
- April 8-14** – Paint ceiling grid; set new tiles
- April 15-28** – Office renovation/new framing, electrical, lighting, and furniture installation (librarian desks, study bar, study desks, casework)

We can leave the student commons area lighting and electrical as is for now and make the remainder of the improvements this summer once the revised designs are received, and we can quote them. ESSER III could also fund this work to expedite the expenditures of our funds that expire on September 30, and then District funds can be used with other grant funding to pay for the HVAC equipment.

If we are to stay on our timeline, we need to proceed with at least a partial award for electrical and lighting. Otherwise, the new administration offices and librarian desks will not be functional.

Recommendation: Authorize the Superintendent to award the portion of the bid related to the administrative offices (TBD based on a revised quote from S&C Electric) and defer the remaining electrical and lighting work until this summer.

	Grant School District 3 Project Updates		Project Schedule		
			Start	End	Months
GUHS	Student Commons	Replacing ceiling tiles versus the entire grid saves \$50,000 in cost; Locally sourcing furniture saves \$10K; Ditroen has provided a revised electrical and lighting packet that they estimate will save approximately \$50,000. This revised scope will need to be rebid or awarded as part of the contract for S&C Electric.	Sep-23	Aug-24	12
	GU HVAC	Construction will proceed as follows: March 22-April 7 (Abatement and Remediation - Spring Break); April 8-14 (Suspended Ceiling Installation); April 15-28 (New lighting/electrical and FF&E install)	Jul-23	Aug-25	27
Humbolt	Humbolt HVAC	Mechanical and Electrical plans received; Structural due this month. CM/GC Contract solicited in March and awarded in May. We are also coordinating for additional grant funds through House Bill 3031 and federal funding, with grant writing services requested to be provided by CSS at no cost to District.	Jun-23	Aug-24	15
	Playground Equipment	All contracts and change orders now awarded. The manwalk installation will be this month and next. Electrical components are all received and will change over this spring.	May-24	Jul-24	3
District-Wide	Fencing	Equipment ordered; Scheduled to ship this summer and will be professionally installed.	Jun-23	Nov-23	6
	Maintenance Building	Gates are installed and the contracted portion of this project is complete. Main entrance gate still needed for Humbolt. We awarded a contract to Mitch's welding to install.	Jul-23	Dec-23	6
	7th Street Crow's Nest	Contract and budget amendment needed per new design plans; new floodplain and development permits were submitted this month.	Oct-23	Feb-24	5
	Access Control & Rekeying	Construction in progress (graded; foundation set).	Nov-23	Jun-24	8
Completed Projects	Feasibility Study	Contracts approved; equipment has shipped; installation is in progress and will be completed this month.	Jul-22	Jun-24	24
	Seismic	Extended period of performance to June 30. Work will resume this month.	Jun-23	Dec-23	7
	Rekeying	Completed in December.	Nov-23	Dec-23	2
	GU Staff Room	Completed in February.	Jun-23	Aug-23	3
	Seismic (Roof Repairs)	Completed in August.	Jun-23	Sep-23	4
	GU Pavement Resealing	Completed in September.	Aug-23	Oct-23	3
	Humbolt Pavement Resealing	Completed in October.	Aug-23	Aug-23	1
	Humbolt ADA Concrete	Completed in August	Aug-23	Oct-23	3
	Humbolt SpED Remodel	Completed in October.	Aug-23	Aug-23	1
	East 7th Street Parking	Completed in November.	Oct-23	Nov-23	2

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		Grant School District 3 Project Updates	Project Schedule		
			Start	End	Months
GUHS	Student Commons	Replacing ceiling tiles versus the entire grid saves \$50,000 in cost; Locally sourcing furniture saves \$10K; Ditroen has provided a revised electrical and lighting packet that they estimate will save approximately \$50,000. This revised scope will need to be rebid or awarded as part of the contract for S&C Electric.	Sep-23	Aug-24	12
	GU HVAC	Construction will proceed as follows: March 22-April 7 (Abatement and Remediation - Spring Break); April 8-14 (Suspended Ceiling Installation); April 15-28 (New lighting/electrical and FF&E install)	Jul-23	Aug-25	27
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	Humbolt Pavement Resealing	Completed in August	Aug-23	Aug-23	1
Completed Projects	Humbolt ADA Concrete	Completed in October.	Aug-23	Oct-23	3
	Humbolt SpED Remodel	Completed in November.	Aug-23	Aug-23	1
	East 7th Street Parking	Completed first week in November.	Oct-23	Nov-23	2

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