



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

Board Meeting Agenda

Wednesday 3/12/2025 | 7:00PM

ZOOM IN BY USING THE FOLLOWING ACCESS CREDENTIALS:

<https://us02web.zoom.us/j/2595245851?pwd=ZjFIZ2w2eDNPmhoT1VtS0wvbk1MZz09>

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: _____

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):**

- 3.1 Grant Union Student Body

4) **REPORTS:**

- 4.1 Financial/Business Manager/ MJE *
 - 4.1.1 See: Board Meeting Packet – Addendum | Financial Report – February 2025
- 4.2 Current Enrollment | Average Daily Membership (ADM) Reporting) as of last day of previous month/ MW*
- 4.3 Current Staffing/JY/MW
 - 4.3.1 GU = 38
 - 4.3.2 HES = 45
 - 4.3.3 SES = 5
 - 4.3.4 HCCC = 6
 - 4.3.5 DO = 2
 - 4.3.6 Transportation = 9 **Total = 103**
- 4.4 Administrator’s Reports | Previous Month:
 - 4.4.1 Principal, Shanna Northway | Vice Principal, Andy Lusco | GU *
 - 4.4.2 SpEd Director, Shanna Northway | GU/HES *
 - 4.4.3 Principal, Janine Attlesperger | Humbolt (HES)*

Board of Directors:

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



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- 4.4.4 Head Teacher, Carrie Sullivan | Seneca (SES) *
- 4.4.5 Director, Trina Fell | Humbolt Child Care Center (HCCC) *

- 4.5 Superintendent's Report/ Superintendent Mark Witty
 - 4.5.1 Preschool Promise Update
 - 4.5.2 Capital Project Fund – Current Financial Position & District Needs
 - 4.5.3 Strategic Planning Committee – April 3, 2025 – 5:30pm to 8:30pm
 - 4.5.4 Logo Refresh
 - 4.5.5 Promise Land Statue
 - 4.5.6 Secure Rural Schools Reauthorization
 - 4.5.7 GU HVAC Grant
 - 4.5.8 Emergency License Positions Advertisement – CBA Article VII
 - 4.5.9 Board Required Training
 - 4.5.10 May 2025 Election – Filings due March 20, 2025 at 5:00pm
 - 4.5.11 Early Learning Center Update
 - 4.5.12 Malheur Lumber

- 4.6 Construction/Capital Projects Update MW
 - 4.6.1 GSD3 Project Tracker *
 - 4.6.2 GSD3 Project Updates *

Enter into Executive Session per ORS 190.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent.

5) **CONSENT AGENDA:**

- 5.1 Recommend Approving 2/19/2025 Board Meeting Minutes
 - 5.1.1 2/19/25 Regular Meeting
- 5.2 Recommend Accepting New Hires:
 - 5.2.1 Deborah Gibson | Cook Helper 1
- 5.3 Recommend Accepting Employment Role Transfer:
 - 5.3.1 Tia Kastner | Cook Helper to Cook Assistant
 - 5.3.2 Dixon Apostol-Espana | Humbolt Education Assistant to GU Custodian
- 5.4 Recommend Accepting Employment Role Addition:
 - 5.4.1 Vanessa Houpt | Student Success Plan Manager
 - 5.4.2 Heather Rookstool | Site Testing Coordinator
 - 5.4.3 Dennise Blevins | TAG Case Manager
 - 5.4.4 Andrea Ashley | TAG Case Manager
 - 5.4.5 Andrea Ashley | Site Testing Coordinator
- 5.5 Recommend Accepting Employment Resignations:
 - 5.5.1 Alesa Smith | Cook Assistant
 - 5.5.2 Kaitlyn Swaggart | JH Volleyball Coach
 - 5.5.3 REMOVED
 - 5.5.4 Fred Ostberg | GU Custodian

Board of Directors:



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5.6 Recommend Accepting Second Reading of Policies

5.6.1 January Policy to be Updated

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

6) **NEW BUSINESS:**

6.1 Approve the Evaluation of Superintendent *

6.2 Approve postponement Health Curriculum Adoption *

6.3 Approve Licensed Contract Recommendations *

6.4 Approve 2025-26 Budget Calendar

7) **FUTURE CALENDAR DATES | 2025 | ALL Meetings are held at District Office, unless otherwise specified:**

7.1.1 4/16 – Board Meeting | 7:00PM

7.1.2

8) **BOARD REPORTS:**

8.1 **KB:**

8.2 **M.T. A:**

8.3 **AC:**

8.4 **CL:**

8.5 **ZB:**

8.6 **WB:**

8.7 **JT:**

9) **TOTAL IN ATTENDANCE:**

9.1 In Person: ____

9.2 Via Zoom: ____

10) **ADJOURNED: _____ PM**

Board Packet posted on district web site at:
<https://grantsd3.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,

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/>*

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

| 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 | 205 | 246 | 13 | 5 | 3 | 0 | 472 | -7 | 27 | 499 |
| JAN | 207 | 246 | 13 | 5 | 3 | 0 | 474 | 4 | 24 | 498 |
| DEC | 207 | 244 | 13 | 5 | 1 | 0 | 470 | 0 | 22 | 492 |
| NOV | 206 | 245 | 13 | 5 | 1 | 0 | 470 | -7 | 22 | 492 |
| OCT | 213 | 243 | 13 | 7 | 1 | 0 | 477 | -1 | 22 | 499 |
| 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 |
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| 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

March 2025



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, GU Principal/Special Programs Director

Strategic Goal #1: Recruit, Train, and Retain Staff to Implement, Adjust, and Achieve Excellence

CPR/First Aid Certification

The district already had one certified CPR/First Aid trainer, but adding Sylvia Brown as a second trainer will be a tremendous benefit. Having multiple trainers ensures greater accessibility to certification opportunities for staff across the district, allowing for more frequent and flexible training sessions. This expansion will help ensure that as many employees as possible are equipped with life-saving skills, enhancing the overall safety of our schools. With Sylvia completing her certification, the district will be better positioned to meet training needs efficiently and cost-effectively. Her commitment to this role is greatly appreciated and will have a lasting impact on staff preparedness.

CPI Certification Training

Many of our staff members successfully completed both the online and in-person components of their CPI certification on February 28, 2025. CPI training is essential for ensuring that staff can effectively de-escalate situations and support students in crisis while maintaining a safe learning environment. A huge thank you to Marci for organizing and leading a great training session. The skills gained through this certification will help staff members navigate challenging situations with confidence and professionalism. Continuing to provide this training will remain a priority as we work toward equipping all staff with effective intervention strategies.

Professional Language and Leadership Development

Grant Union staff has been engaging in discussions about the importance of using "We vs. They" language and adopting an ownership mindset at work. This initiative encourages staff to approach their roles with a sense of shared responsibility and commitment to student success. By shifting from a "renter" mindset—where responsibilities are seen as someone else's problem—to

March 2025

an "owner" mindset—where staff take accountability for the overall success of the school—our team is working toward a stronger, more unified school culture. This shift will help foster a more positive and collaborative environment for both staff and students.

Behavioral Support and Crisis Response Training

Stephanie Riis successfully completed her Level 2 BSAT training on March 6, 2025. This advanced training equips her with the tools needed to better serve students experiencing active crises. Having staff with specialized crisis intervention skills is crucial in ensuring that students receive the appropriate support when they need it most. Stephanie's completion of this training strengthens our district's ability to respond effectively to challenging situations and provide the best possible care for our students. Her dedication to professional growth in this area is commendable and greatly valued.

Synergy Training and Implementation

Tonia Seebart and Sara Wilson attended the Regional Synergy training in Portland from March 5-7, 2025. Synergy is a powerful student information system, and our goal is to develop "power users" within the district who can provide expert support to staff. Both Tonia and Sara have done an outstanding job learning the program and seeking additional training to strengthen their expertise. Their work will help improve efficiency, data management, and overall functionality within the district. Their dedication to mastering this system will benefit staff and students alike by streamlining processes and ensuring data accuracy.

90-Day New Employee Rounding Conversations

The district recently completed 90-day rounding conversations with new employees, providing an invaluable opportunity to check in, gather feedback, and address any concerns. These conversations allowed leadership to help problem-solve challenges, recognize successes, and ensure that new staff feel supported in their roles. Additionally, they helped identify individuals who have played a significant role in supporting new employees during their onboarding process. This initiative is key to fostering a welcoming and positive work environment, ensuring that new hires feel valued and set up for success.

Policy Enforcement Alignment

Our staff is actively working to realign the enforcement of building policies to ensure consistency across the district. As a team, we are committed to upholding policies as they are outlined in the current handbook, creating a more structured and supportive learning environment. Current areas of focus include cell phone usage, student engagement during direct instruction, attendance, and tardiness. By working together to enforce expectations uniformly, we aim to create a school culture that prioritizes learning, accountability, and respect. This collective effort will help reinforce clear and consistent expectations for all students and staff.

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

PreACT & ACT Testing Completion

On March 3rd and 4th, our entire sophomore class, along with 17 juniors and seniors, successfully completed the PreACT and ACT assessments. These exams provide valuable data on student progress and college readiness, helping us guide our students toward their post-secondary goals. We appreciate the dedication of our staff in ensuring a smooth testing process and the hard work of our students in taking this important step in their academic journey.

Certified Nursing Assistant (CNA) Program

Two of our CNA students have successfully completed all clinical hours and coursework, positioning them to sit for their board certification exam. Their hard work and commitment to the program reflect the strength of our Health Occupations pathway. Additionally, four of our students were selected for Blue Mountain Hospital's first-ever CNA cohort. These students underwent a rigorous application and interview process, competing against a strong pool of adult candidates. Their success demonstrates the excellence of our Career and Technical Education (CTE) programs and the opportunities we are providing for real-world career preparation.

Rigor Walk-Throughs Initiative

Last week, we launched "Rigor Walk-Throughs," an initiative designed to assess and enhance instructional practices in alignment with our school's definition of rigor. Rigor at Grant Union is defined as teachers utilizing strategies, differentiation, and targeted outcomes to create opportunities for students to apply critical thinking, demonstrate depth of knowledge, and develop a growth mindset. These walk-throughs allow us to observe and support high-quality instruction while fostering a culture of continuous improvement. By prioritizing rigor in our classrooms, we are reinforcing our commitment to high expectations and student success.

Classroom Cell Phone Policy Enforcement

As a staff, we have revisited and reinforced our classroom cell phone policy to align with our student handbook. This adjustment ensures a consistent approach to minimizing distractions and fostering a more focused learning environment. We are pleased with how well our students have adapted to this change, demonstrating responsibility and respect for classroom expectations. Additionally, our staff's commitment to upholding this policy reflects our shared dedication to academic excellence.

Health Occupations: Healthcare Career Day

Our Health Occupations classes have been diligently planning a Healthcare Career Day, scheduled for March 18th from 9:00–10:45 AM. This event will expose students to various healthcare professions and provide networking opportunities with industry professionals. Board members are welcome to attend and witness the valuable career exploration taking place. Hands-on experiences like this are instrumental in preparing students for their future careers and fostering connections within our community.

State-Mandated Sexual Education Curriculum

After spring break, we will begin delivering the required 7th–12th grade sexual education

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curriculum. We are fortunate to have a certified nurse on staff to lead these lessons, ensuring students receive accurate and comprehensive instruction. Providing this curriculum in a professional and supportive manner is essential to meeting state standards while addressing students' health and well-being.

Math Tutoring Program

Four upperclassmen math students have volunteered as tutors during 6th period to support junior high students in need of extra assistance. These students, who are enrolled in online courses, have successfully worked ahead in their coursework to free up time for tutoring. Their leadership and willingness to help their peers highlight the benefits of our hybrid learning system. This peer mentorship initiative strengthens our school culture and fosters academic success across grade levels.

Math Club Advances to State Competition

Grant Union's Math Club has qualified to take their competitive math team to the state competition in Salem on March 7th and 8th. This achievement showcases the dedication and problem-solving skills of our students, as well as the strength of our math program. Competing at the state level provides an opportunity for students to challenge themselves, collaborate with peers, and represent our school in a prestigious academic setting. We are incredibly proud of their hard work and wish them the best of luck at the competition!

Lilly Paddock Receives "Excellence in the Arts" Award

Lilly Paddock, a 10th grader at Grant Union High School, was awarded the prestigious "Excellence in the Arts" award from ACE (Arts Center East) for her fused glass piece, *Lill Berries*. This award includes an official certificate and an ACE art supplies kit, recognizing her outstanding artistic talent and dedication to the arts. Lilly's achievement highlights the creativity and passion of our students, and we are proud to see her work recognized at this level.

TAG Program Expansion

We are excited to announce the addition of two TAG case managers—one at Humboldt and one at Grant Union. This expansion allows us to take our Talented and Gifted (TAG) program to the next level by providing individualized support for students, developing robust ILPs, increasing networking opportunities, and streamlining the evaluation and identification process. With dedicated case managers, we will be better equipped to meet the needs of our TAG students and ensure they have access to the resources and opportunities necessary to thrive.

Business Department Hands-On Projects

Our Business Department has been actively engaging students with real-world, hands-on projects:

- **7th Grade Coding:** Students have been using 3D printing technology and creating animations in Scratch, developing both technical and creative skills.
- **8th Grade Computer Applications:** Students recently completed personal magazine projects, showcasing their ability to integrate design and digital publishing.

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- **Intro to Business:** Students worked on a "Food Truck" project, where they developed a brand, menu, pricing strategy, and marketing plan before presenting their business concepts to the class.
- **Yearbook:** Students are currently selling yearbook ads, providing them with experience in marketing, communication, and business operations.
- **Sports & Entertainment Marketing:** Students designed their own sports teams, creating a brand identity, marketing strategy, fan engagement plan, and a shoebox presentation.

Grant Union Gaming Club Growth

The Grant Union Gaming Club continues to thrive, with 25 active members and an average of 16 students attending each meeting. Students enjoy a variety of games, including Rocket League, Minecraft, Ark, Farming Simulator, Super Smash Bros., Mario Kart, and Terraria. The club fosters a strong sense of community, allowing students to connect with peers who share similar interests. Monthly sponsorship from Figaro's Pizza has further enhanced engagement, making game nights highly anticipated events. Marcus Teague has done an outstanding job leading this group, ensuring that students feel welcomed, supported, and excited about their participation.

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

Immunization Compliance

Grant School District #3 has successfully met all immunization compliance requirements this year, with the final reporting due on March 21st. Sylvia has done an exceptional job reaching out to families to ensure no students faced exclusion on the state-mandated exclusion day. Her proactive efforts have ensured our school community remains in compliance and ready for the final reporting. We are proud of this achievement, which underscores the district's commitment to student health and safety.

Improved Communication with Parents

Grant Union has cut off all daily robocalls to parents and is now working to communicate with families that when they see our number on their caller ID, it is a real person trying to touch base about their student. We have implemented individualized attendance reports to parents via calls, emails, and texts, depending on each family's preference. This personalized approach has been highly successful, leading to increased parent responsiveness and engagement. Trista Strong has done a fantastic job managing this new system, ensuring it operates smoothly on a daily basis. Parents are now more connected to their child's progress, fostering a stronger school-home relationship.

Weekly Parent Communication

In addition to individualized communication, Grant Union has begun sending weekly email updates to parents about changes, challenges, successes, and upcoming events. These emails help ensure that parents are kept informed about important developments at school. The staff

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continues to make a concerted effort to increase positive communication with families, and over the past three weeks, we have logged 176 positive communications. This initiative fosters stronger relationships between school and home, contributing to a supportive learning environment for our students.

FFA Ag Issues Team Partnerships

Kailee Oliver has worked tirelessly to coordinate community partnerships that support our FFA Ag Issues team in preparing for the AG Issues contest. Over the past week, numerous organizations have participated in these events, including the Eastern Oregon Ag Research Center, Oregon State University's Animal and Rangeland Sciences Department, John Day River Veterinary Clinic, and Blue Mountain Hospital. These collaborations offer invaluable networking opportunities for our students, giving them real-world insights and enhancing their education. Such partnerships foster community involvement and provide students with the resources needed to succeed in their academic and career goals.

Student-Based Health Center Partnership

We have made great strides in improving our partnership with the Student-Based Health Center (SBHC) through a collaborative effort with CCS to create a more effective communication plan. This new communication plan helps streamline how we support students and families, ensuring they receive the care and services they need in a timely manner. By opening these lines of communication, we are better positioned to address students' health needs and improve their overall well-being, which is critical for academic success.

Emergency Preparedness and Collaboration

Mark, Janine, and Shanna attended a county-wide meeting with all school districts and emergency personnel to begin drafting plans for better-executed responses in the event of an emergency. The meeting, organized by Grant ESD, was a productive starting point for improving our emergency preparedness. These discussions allow for greater collaboration among schools, ensuring we have coordinated plans in place to keep students and staff safe. We are committed to continuously improving our preparedness to respond effectively in critical situations.

Athletic Update:

Athletic Report – March 2025

Basketball and Wrestling Highlights

Our **Boys' Basketball** team competed well in the first round of the state playoffs but fell in a hard-fought battle against Regis. The team showed resilience and determination, capping off a strong season with a great effort on the court.

At the **State Wrestling Championships**, we had seven athletes represent Grant Union with outstanding results. We brought home multiple top finishes:

March 2025

- **2nd Place:** Taylor Parsons and Mallory Lusco
- **3rd Place:** Jerett Waddel
- **4th Place:** Cody Weseman
- **5th Place:** Zoey Beam

These achievements highlight the hard work and dedication of our student-athletes, and we are incredibly proud of their success at the state level!

Spring Sports Are in Full Swing!

Spring sports kicked off on March 3rd, and we've had a fantastic turnout across the board! Here's a look at our participation numbers:

- **Junior High Track:** 20
 - **High School Track:** 31
 - **Golf:** 10
 - **Baseball:** 25 (6 PC)
 - **Softball:** 20 (9 PC)
 - **Dance Club:** 3 HS, 2 JH
-

Dance Club Update

Our **Dance Team** is transitioning into a club as they work to grow their numbers. They've been putting in countless hours of practice and recently had an outstanding showing at their last competition. The high school team placed **3rd overall** and took **2nd in Jazz**, while **Olha earned 1st place in solo performance!** She was not only the youngest competitor but also the highest scorer of the event—an incredible accomplishment!

 **Mark your calendars for the Annual Spring Showcase on March 15th.**

Baseball Is Underway!

High school baseball has officially started, with their first game set for **March 18th against Burns/Crane**. Over spring break, the team will be heading to **Arizona** for a series of games—an exciting opportunity to gain experience and compete at a high level. We're eager to see what this team accomplishes!

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Softball Season Begins

High school softball is off to a strong start with a mix of seasoned leadership and fresh coaching talent. **New Head Coach Tim Boethin** returns to the program, and **Assistant Coach Brandon Culley** brings years of experience as a veteran softball coach.

Their first game is also against **Burns/Crane on March 18th**, followed by a series of away games over spring break. With strong leadership on the team, this season is shaping up to be a great one!

Track & Field on the Move

- **High School Track:** With **Head Coach Sonna Smith** leading the way for her **32nd season**, this program is as strong as ever. The first meet is the **Buckaroo Ice Breaker in Pendleton, Oregon**.
 - **Junior High Track:** Practice kicks off on **March 17th**, and the team is thrilled to get started! With a great turnout this season, the future of our track program looks bright. Their first meet is set for **April 11th in La Grande**.
-

Golf Takes the Course

Our golf team is ready to tee off with a **new head coach, Jason Miller**, a longtime SD3 staff member. This year, we have **seven girls and three boys** representing Grant Union on the course. Their first tournament is in **Echo on April 4th**. We can't wait to see them in action!

March 2025

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, GU Principal/ Special Programs Director

Strategic Goal #1: Recruit, Train, and Retain Staff to Implement, Adjust, and Achieve Excellence

- **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 our language that we use to talk about our organization "We vs. They" and "Owners vs. Renters".
- **CPI Certification Training**
Many of our staff members successfully completed both the online and in-person components of their CPI certification on February 28, 2025. CPI training is essential for ensuring that staff can effectively de-escalate situations and support students in crisis while maintaining a safe learning environment. A huge thank you to Marci for organizing and leading a great training session. The skills gained through this certification will help staff members navigate challenging situations with confidence and professionalism. Continuing to provide this training will remain a priority as we work toward equipping all staff with effective intervention strategies.
- **OSAS**
We have selected **Site Test Coordinators** for both Humboldt and Grant Union. **Thank you, Heather Rookstool, for stepping into these roles!** These coordinators will be instrumental in setting up the **OSAS database** and ensuring our system is fully prepared for **state testing**.
In preparation, we will be holding an **all-staff state testing training in April** to ensure everyone is equipped with the necessary information and procedures. With these steps in place, we are on track for a smooth and efficient testing season.

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

- **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.
- **Team Problem-Solving Meetings for Student Support** – Our school-based teams hold regular problem-solving meetings to address individual student challenges, ensuring a collaborative and consistent approach to behavior management. These meetings bring together teachers, support staff, and administrators to develop targeted strategies, align interventions across settings, and provide students with the support they need to succeed. By working together, we create a unified plan that promotes consistency, reduces behavioral escalations, and fosters a positive learning environment.

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

- **Ongoing Parent Communication in SPED** – Our SPED case managers engage in an exceptional level of daily communication with parents, ensuring collaboration, transparency, and support for each student's needs. Whether through phone calls, emails, or in-person meetings, this consistent communication helps build strong, positive relationships with families, fostering trust and partnership in their child's education. This proactive approach ensures parents feel informed, heard, and involved in decision-making, ultimately leading to better student outcomes.
- **Monument School Visits Grant Union**

On **Tuesday, March 11, 2025**, students from **Monument School** visited our campus for a collaborative learning experience. This was an incredible opportunity for our students to **work alongside their peers**, exchange ideas, and build connections. The visit was particularly valuable in helping us complete **the next phase of planting in the greenhouse**, allowing students to engage in hands-on agricultural learning.

Seeing students from different schools come together to **share knowledge and teamwork** was truly inspiring. These partnerships not only enhance learning but also help foster **a strong sense of community** among our rural schools. We look forward to continuing these collaborative experiences in the future!

March 2025

District Wide Caseload/Staffing

| | |
|-------------------------------|----|
| Humbolt 504 | 3 |
| GU 504 | 16 |
| GU IEP | 46 |
| Humbolt IEP | 45 |
| Seneca IEP | 1 |
| Students in Evaluation | 4 |

| | |
|----------------------|--------|
| Admin | |
| Support Staff | .5 FTE |
| Certified | 4 FTE |
| Classified | 13 FTE |



March 2025 Board Report for Humbolt Elementary School

Current Enrollment: 245

District Goals

- **Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!**
 - Shared virtual training in:
 - Women's History Month Activities for All Ages
 - Executive Functioning BrainTracks: Budgeted vs. Actual Time
 - Go-STEM Opportunities
 - Conscious Discipline Building Resilient Schools and Home District Site License
 - Teachers and Instructional Assistants received in-person LETRS (Language Essentials for Teachers of Reading and Spelling) Module 3 training.
 - Nearly completed midyear formal teacher observations and provided feedback.
 - Nearly completed midyear Student Learning and Growth Goals meetings.
 - Began 90 Day Feedback Interviews with new employees.
 - Shared Employment Intention Survey to all staff. One 1.0 FTE classroom teacher is resigning. One 0.5 FTE classroom teacher is retiring again. All other staff intend to return to their current positions full time.
 - Shared Wants and Needs sheets to inform the 2025-2026 budget.
 - Title I-A teacher attended ESEA Title I conference in TX.
 - Secretaries attended Synergy conference in Portland.
 - Staff attended Round 2 of CPI Training.
 - Special Education Teachers attending Council for Exceptional Children Conference in MD.
 - Revised Emergency Sub Plan
 - Monitored academic progress of emergency licensed teachers.

- **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.
 - Students of the Month recognized for Academic Achievement and Character: Trustworthiness.
 - Students continued to earn Self-Manager and Junior Self-Manager status.
 - Student Council planned Dr. Seuss Spirit Week Green Eggs and Ham Breakfast, and Read In.
 - Staff attended IEP, 504, SST, Rtl, and IIBHT meetings to support students' individual needs.
 - Student Clubs: Running, OBOB, ASL, Good News, and 100 Book Clubs.
 - Students participated in Read n Quiz, SEL lessons, Restorative Circles, and Lunch Buddies
 - Put student ideas and concerns into action items for school improvement: signage, culture of kindness, principal check-ins, nonverbal communication, responsibility for cleanliness.
 - Celebrated Mathletes with State send-off assembly.

- **Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!**
 - Continued use of ClassTag, SchoolMessenger, website, social media, and Reader Board.
 - Maintained transparency and open communication with parents when situations arise.
 - Maintained bi-monthly maintenance and PBIS meetings and monthly safety meetings.
 - Collaborated with OSU extension, ESD, CCS, GU students and staff, GCSAR and PTA for student supports and outreach.
 - Contributed to Humbolt Happenings, Prospector Pride, and Promotional Video
 - Organized Qualitative Interviews
 - Planned 2nd Annual Incoming Kindergarten Gold Rush Party

Recent/Upcoming Events

- | | |
|--|---|
| <ul style="list-style-type: none"> ▪ 3/3: Green Eggs and Ham Breakfast; IA Staff Mtg., ODS Planning Mtg. ▪ 3/4: District Admin Mtg.; GC Agency Heads Mtg.; Strategic Planning Mtg. ▪ 3/5: Curriculum Preview Mtg.; SpEd Department Mtg. ▪ 3/5-3/6: American Fidelity Mtgs. ▪ 3/5-3/7: Synergy Training ▪ 3/6: PBIS Mtg.; Maintenance Mtg.; Kindness Lunch Party; Interviews: Cook's Helper; Student Council Mtg.; Read-In ▪ 3/7: LETRS Training Module 3 ▪ 3/9: Daylight Savings Begins ▪ 3/10: Communication Mtg.; IA Staff Mtg. ▪ 3/11: Title I-A Mtg; Strategic Planning Mtg.; Brown Bus Protocol Development | <ul style="list-style-type: none"> ▪ 3/11-3/15: CEC Conference ▪ 3/11-3/12: Qualitative Interviews ▪ 3/12: SpEd Staff Mtg.; Board Mtg. ▪ 3/13: STEM Night ▪ 3/14: Union Rep. Mtg.; RtI Round 4; Writing & Speaking Performance Task Training; Curriculum Committee Mtg. ▪ 3/17-3/21: MAC Survey Week ▪ 3/17: Communication Mtg.; IA Staff Mtg.; PTA Mtg. ▪ 3/18: District Admin Mtg. ▪ 3/19: SpEd Staff Mtg.; Budget Mtg. ▪ 3/20: PBIS Mtg.; Maintenance Mtg.; Hug a Tree Presentation ▪ 3/21-3/30: Spring Break |
|--|---|

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

February 2025 Board Report for Seneca Elementary School

District Goals

- **Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!**
 - NWEA MAPs testing complete; reports resolved.
 - Shared virtual training in:
 - [March GO-STEM Newsletter](#): This month's newsletter features several professional development opportunities, including information on the Computer Science for Oregon Summer 2025 Symposium in Bend.
 - [BrainTracks Tip of the Week: Budgeted vs. Actual Time](#): Many of you chose Task Initiation for one of you SLGGs. This article takes a look at one potential reason students struggle with this and strategies to overcome task avoidance.
 - Professional Development: OEA Summit featuring Michael Sedler–Building Resilience & Perseverance (in person) When All Else Fails (correspondence) both sessions focus on work completion, perseverance, emotional regulation, self management, promoting academic competence and stability.
 - Formal Observation of K-2 Teacher.
 - Teachers and Instructional Assistants receive LETRS (Language Essentials for Teachers of Reading and Spelling) Module 3
 - Student Learning and Growth Goal Setting Meetings, Mid-Year Review
- **Goal II: Create a student-focused environment where each student is known and prepared for success in life!**
 - Music Club in session
 - Art Club in session: finishing VanGoh project, beginning Keith Haring Pop Art
 - SEL Focus: Body Positivity
 - Dr. Seus Day: Reading, Face painting, Green Deviled Eggs and Green Ham (of course!)
 - School board members wrote letters to our students which allowed them to see the impact of their caring, concern for members of our community and celebration of service. Thank you for bringing this full circle so that they can see that they can make a difference in the lives of people in our community.
- **Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!**
 - Planning, preparing for the Seneca Elementary School PTA Bingo Night
 - students selling raffle tickets
 - PTA President Jessica Moore assembling gift baskets
 - teachers receiving tickets and funding/donations
 - 2/27 - Fire Drill -excellent evacuation times
 - Sinks in both elementary school classrooms have been fixed!
 - Planning meeting for collaboration with Southworth Brothers Ranch for spring field trips.
 - Grant County Emergency Management Coordinator Eric Bush and FXR Chief Operating Officer Rick Hudson did a site visit in preparation of installing an emergency preparedness toolbox which (among other things) will include a generator to be used by the community at the school in case of a crisis.

Recent/Upcoming Events: 3/9 Daylight Savings Time; 3/15 Seneca Bingo Night; 3/20: Camp Seneca! Guest readers, reading forts in the classroom, s'mores and Hug a Tree @ Humbolt Elementary School



Humbolt Child Care Center

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

Phone: (541) 575-1280 Ext: 3155

Monthly Report | **March 2025**

Staff Report: (9)

- Director (1) | Trina Fell
- Preschool Promise Teacher (1) | Cynthia
- Child Care Teachers (3) | Ashley, Emelie, Sheree
- Child Care Teacher's Assistants (1) | Heidi
- Child Care Substitute Teacher (1) | Ashleigh
- Child Care Substitute Teacher Assistant (2) | Stacey, Celeste

Enrollment: (27)

- Breakdown of Children Enrolled
 - School Age: 6
 - Preschool: 12
 - Toddlers: 4
 - Infants: 5

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

- Income: 14,250
- Payroll: 26,879
- Expenses: 458
- Bottom Line: (13,087)

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.

Board of Directors:

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Humbolt Child Care Center

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Phone: (541) 575-1280 Ext: 3155

Monthly Report | **March 2025**

District Goals:

1. Recruit, train, and retain staff, able to implement, adjust, and achieve excellence.

We are pleased to highlight recent advancements. HCCC successfully recruited a full-time Teacher, further strengthening our team and ensuring consistent student support. Additionally, a Teacher Aide has been elevated to teacher status, achieving qualifications through Oregon Center for Career and Development as a Step 6 on Oregon Registry Online (ORO), reflecting our commitment to fostering internal growth and professional development. Furthermore, Cynthia, our Dedicated Preschool Promise Teacher, is working toward completing Assessment Trainings through Teaching Strategies, which will empower her to administer specific assessments independently. These accomplishments demonstrate the district's unwavering dedication to nurturing staff excellence and driving student success.

2. Create a student focused environment where each child is known and prepared for success in life.

Efforts are underway in the toddler classroom to conduct formative assessments. These assessments are designed to identify the individual transitional needs of each child, ensuring a seamless and supportive progression from the toddler classroom to the preschool classroom this coming season. By tailoring this transition process to meet the unique developmental milestones of each child, the district demonstrates its commitment to fostering a nurturing and personalized learning environment that sets every student on a path to lifelong success.

3. Positive perceptions, community ownership, and support for our district's facility improvements.

HCCC has taken meaningful steps to engage and inform our community. Newly designed flyers have been posted across the county to effectively communicate the continued program options available to families, ensuring transparency and accessibility. Additionally, the child care center continues its collaboration with Frontier CCR&R, achieving significant progress by completing Pyramid Modules 1-5. These modules provide valuable frameworks for promoting positive behaviors and building strong relationships, further solidifying our commitment to creating a supportive and engaged community.

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

| Thursday, March 6, 2025 | Grant School District 3 Project Updates | | Project Schedule | | |
|-------------------------|---|--|------------------|--------|--------|
| | | | Start | End | Months |
| GUHS | Student Commons | We are 99% complete. Aluminum was delivered last Friday in February. Panels will be cut this month and we need to complete the circular flat bar with pickaxe detail. | Sep-23 | Apr-25 | 20 |
| | GU HVAC | Scheduling for construction in summer 2025. ASHRAE Level 2 Energy Audit is complete and we have requested reimbursement. Material orders in process. Electrical switch scheduled to arrive in July. Status of the Renew America's Schools grant is unknown - all staff operating the program were released from federal service. | Jul-23 | Aug-26 | 39 |
| | Maintenance Building | Project on hold | Jul-23 | Jul-25 | 25 |
| Humbolt | Early Childhood Learning Ctr | Awarded FY25 CIP (Federal CIP THUD Grant) for \$1,450,000. Spending bills still have a long way to go. They will have to pass out of the Senate, out of Conference with the House, and be signed by the President. As of Friday, the House has only passed five of the 12 appropriations bills and the Senate has not passed any. Instead, Republican leaders seem poised to pass another continuing resolution, extending 2024 spending levels through the end of fiscal year 2025. We are in the final stages of a \$200,000 nonprofit grant to operate the learning center and we have a third grant for capital construction through the State of Oregon opening on Round 2 on March 26th. It will be open until April 30th. | TBD | | |
| | Humbolt HVAC | We are 99% complete. Final Testing and Balancing (TAB) report was completed January 10. Boiler room electrical panel replacement scheduled for Spring Break. The power will be out on the lower quad for the week and intermittently for the rest of the complex. After the panel replacement the project will be complete. | Jun-23 | Apr-25 | 23 |
| | Greenhouse/Chicken Coop/Landscaping | This project is 70% complete. Site prep and Greenhouse framing are finished. Need to install fans, shutters, heater and polycarbonate, then schedule plumbing and electrical. Should be complete in April. | Jun-24 | May-25 | 12 |
| Completed Projects | GU TAP 2024 Seismic Feasibility Study | Completed February 2025. Awards should be announced by the end of May. | Jul-24 | Mar-25 | 9 |
| | Playground Equipment | Completed December 2024. | Jul-22 | Dec-24 | 31 |
| | PA System | Completed September 2024. | May-24 | Sep-24 | 6 |
| | 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 | |



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

Board Meeting Minutes

Wednesday 2/19/2025 | 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 Called to order 7:00pm by Chair Will Blood

1.1.1 Board Attendance: **5 of 7**

1.2 Pledge of Allegiance

1.3 Agenda Review – Will Blood proposed the removal of 4 (carried over in error) and change date on next board meeting under Future Calendar to March 12, 2025.

1.3.1 Motion: CL; Second: AC; Unanimous: X

2) PUBLIC COMMENTS | 3-MINUTE LIMIT:

2.1 Public Forum:

2.1.1 1)Miranda Goit – Three students in district. Volunteered at Humbolt last two years and teachers approached and encouraged her to become employed at district. She began working at school as an Educational Assistant Substitute and later was informed no longer employed even after passing all background checks. A district employee violated confidentiality and told ex-husband’s girlfriend that she was working there. Heart of concern – everyone should be held to same standard as students. Everyone deserves a fair opportunity. Should be allowed to be employed based on merit and qualifications. Requests district revisit issue.

3) STUDENT BODY REPORT(S):

3.1.1 GU FFA Update – Chapter officers present to review National Conference experience. Discussed state degrees and state convention. 5-10 students going to attend March 20-22. Upcoming events – FFA Banquet May 1st includes silent auction, recognition of outgoing officers and introduction of new officers. This week is FFA Week with activities planned such as penny wars class to class and staff, FFA breakfast Friday morning from 6-8am, Ag classroom travel to elementary classrooms and discuss Ag and FFA with younger students. AC – Where is State Convention? In Redmond. Number of attendees at National Conference 7,000 to 10,000. Mr. Witty remembered that Presidents have attended such as Gerald Ford back in the past.

4) ~~BOARD RECOGNITION FROM ELEMENTARY STUDENTS~~

5) REPORTS:

5.1 Financial/Business Manager/ MJE *

5.1.1 See: Board Meeting Packet – Addendum | Financial Report – January 2025

1 | 2025-0219 Board Meeting Agenda
 Approved/web-posted: 02/14/2025

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Worked through the end of year reports and now working through ODE reporting. Wants to note that the budget reports show over expenditure in counseling line due to the ESD contract being temporarily coded there. The district has a grant that will pay for this service and this will be moved.

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

5.3 Current Staffing/JY/MW

| | | | |
|-------|------------------|----|--------------------|
| 5.3.1 | GU = | 39 | |
| 5.3.2 | HES = | 45 | |
| 5.3.3 | SES = | 5 | |
| 5.3.4 | HCCC = | 5 | |
| 5.3.5 | DO = | 2 | |
| 5.3.6 | Transportation = | 8 | Total = 103 |

5.4 Administrator's Reports | Previous Month:

- 5.4.1 Interim Principal, Shanna Northway | Vice Principal, Andy Lusco | GU *
- 5.4.2 SpEd Director, Shanna Northway | GU/HES *
- 5.4.3 Principal, Janine Attlesperger | Humbolt (HES)* Date set for Dr. Sues breakfast March 3rd and Thursday we will do our read in. Mr. Witty will share with board when time is set for those wanting to volunteer.
- 5.4.4 Head Teacher, Carrie Sullivan | Seneca (SES) *
- 5.4.5 Director, Trina Fell | Humbolt Child Care Center (HCCC) *

5.5 Superintendent's Report/ Superintendent Mark Witty

- 5.5.1 Graduation Planning – board volunteers needed – Would like to open to every board member, so that all have opportunities and will then pass on to Shanna. Three board members have students graduating so we assume they would like to participate 10:00am June 7th
- 5.5.2 Early Learning Center Update – April 3rd we will have all day facilitation with partners. Will confirm with Amy if she can attend. Hope to create shared vision. \$1.45 million grant has not been officially funded yet the federal government will announce March 13th. We are on the list waiting to hear if we are funded. \$100,000 with OCF and meeting tomorrow with Ford Family Foundation. With time we should be able to get there. In rural communities, hard to find quality childcare and impacts work force.
- 5.5.3 Legislative Update * MW reviewed current approximations. Usually in May we find out next biennial budget. Secure Schools funding is challenging. The feds pass funds to the county and then the county passes some on to the schools. Last year \$356,000 and the program is currently not funded. Commissioner was confident that funding will come through but has not yet. In the past this district got up to a million in these funds, but they generally go down. Renew America Grant for GU HVAC upgrade \$3.4million project, but this is 19% of the total budget of project. Unable to get ahold of staff administering grant and it appears all the people working on this grant at the federal level were let go. It is a major question as to if the Renew America Grant will be funded. We are pushing because we were told that the grant was funded and we have moved forward. Spoke with CB construction and they are aware because MW doesn't believe funding is coming. May have to phase the GU HVAC project so that we can fund internally. Units have been purchased, but we might need to look at 26-27 to get it completed. Communication/Technology upgrades, roughly \$250,000 have been given a stop order. The

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current communication system works reasonably well and far better than last year with the upgrades we have already made. Other challenges include the PERS increase into next year. The PERS Rates will continue to increase into the 2027 - 2029 biennium. Hopes that we have now – SSF from \$11.28 (initial projections based on) to \$11.36b. \$80 mil in additional SSF equates to \$52,000 to GSD. High Cost Disability – for students costing over \$30,000 and has normally been funded at about 33% they are looking to adding funding for higher reimbursement rate. SPED SSF – 11% cap that the district gets additional funding in SSF. The Legislature is looking to move that up to 15% and adding \$200 million to the SSF. This would equate to potentially \$130,000 so that is \$182,000 increase of SSF over projections last fall. The state had some funds reserved for PERS buy down over the next 20 years and there is movement to use all of these funds in this biennium which would equate to 1.68% reduction in PERS cost next year which equals roughly \$116,000. PERS increase \$974K less RIF \$250k less \$116K PERS buydown add revenues \$182k. This would leave a differential shortage of \$426,000. Our reps don't have much power currently, but the reps for Beaverton and the I5 corridor will drive the changes. AC – will we actually know have these answers by May. MW – the seasoned professionals will keep pulse on it. ZB-what is our SPED % SN – 19.5% CL – Charter school have this requirement too? MW – yes

- 5.5.4 Superintendent Evaluation – please work with Board Chair to complete it. WB sent email to all so that members can get them done and then Will, will compile. MW usually does in open session. This has to be done week before board packet goes out for March 12th meeting.
 - 5.5.5 Naming of Fields & Facilities to Honor a person – board volunteers needed for committee – MT and JT worked and floated by admin team, see under new business. It will be more transparent to have a process.
 - 5.5.6 Licensed Negotiations Update – Will and Amy – MW will meet with union tomorrow to set dates. Mary Jo's team has put together comparatives. It will start here shortly.
 - 5.5.7 RFP Insurance Representative – one volunteer needed * Best practice to evaluate agent that represent the district. PACE and Special District insured most schools in Oregon. Agents make a difference and help the district. We want to go out with an RFP to keep it competitive.
 - 5.5.8 5 Year Facility Plan – To review plan worked out over time so that we know what comes.
 - 5.5.9 OSBA Training – Public Meetings * Required training to protect board members. MW will keep logs.
 - 5.5.10 IDEA Fiscal Monitoring Completion * Passed monitoring which involved a lot of work from the team but primarily Mary Jo Evers. Thank you Mary Jo!
 - 5.5.11 Human Resource Promotional Video – Reviewed promotional video highlighting uniqueness of the district and opportunities. This will need to be refreshed in 3-5 years and a refresh is easier. With the B roll that we have we may do a minute to minute and half that promotes our county partners.
- 5.6 Construction/Capital Projects Update MW – docs to come in March, but biggest update was the Renew America Grant. Early Childhood Center may be impacted. All federal programs might be affected including Lunch Program. CEP Program has benefited the district
- 5.7 Transportation Report – Gary Vanderstelt
- 5.7.1 Communication Upgrades – Buses travel through areas with no cell service and with breakdowns can be challenging. Began trying to find a solution. We looked at Enreach, SpotX, and other options. They are texting devices. We went with SpotX. It is satellite based and has an SOS option. When the accident occurred we were immediately notified with the SOS feature. This feature signals the SpotX service center to call emergency contacts listed who did call Gary at the District Office to see if help was needed and

Board of Directors:



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help was sent. Looked into Starlink and other satellite phones. Learned that we need to continue to use two forms of communication including School Messenger and social media when updating parents and guardians. SpotX alerted us, but we could not communicate back too well. SpotXs were received and activated on December 19th. Also looking at getting a better emergency kit packed up just in case students are in the elements and need to stay warm while waiting for help. We will put a pack in each bus. Sat phones and Starlink have voice, where SpotX has only text and we will be looking at other options. Practice with device will help too. The District is working with Eric Bush who is in charge of emergency services for the County.

- 5.7.2 Cancellation protocols – Snow routes-November or early December the District will send out snow routes and how parents and guardians will be communicated with in case of a school closure. In the event of snow, we communicate with ODOT and Grant County Road Department. Gary wakes up early and drives roads. Our partners do a great job making sure that the routes are taken care of for our buses. This doesn't happen in all counties, so we are grateful for the leadership at ODOT and the County Road Department. If there looks to be a potential problem, communication starts at 5 am between the two road departments, transportation supervisor and the superintendent. A decision will be made and communicated to families by 6 pm. Early release and delayed start cause issues for families and Mr. Witty prefers not to use these options. If weather appears to be an issue the night prior, the District will communicate with families to let everyone know that there could be weather issues the next day.

6) **CONSENT AGENDA:**

- 6.1 Recommend Approving 1/15/2025 Board Meeting Minutes
 - 6.1.1 1/15/25 Work Session
 - 6.1.2 1/15/25 Regular Meeting
- 6.2 Recommend Accepting New Hires:
 - 6.2.1 Brandon Culley | GU Assistant Softball Coach
 - 6.2.2 Sheree Thomas | Humbolt Childcare Center
- 6.3 Recommend Accepting Employment Role Transfer:
 - 6.3.1 Alesa Smith | Head Cook to Cook Assistant
 - 6.3.2 KoRina Jones | Cook Assistant to Head Cook
 - 6.3.3 Emelie Hall | Child Care Aide to Infant Child Care Teacher
- 6.4 Recommend Accepting Employment Role Addition:
- 6.5 Recommend Accepting Employment Resignations:
 - 6.5.1 JJ Collier | Drama Club
- 6.6 Recommend Accepting First Reading of Policies
 - 6.6.1 January Policy to be Updated
- 6.7 Recommend Accepting Second Reading of Policies
 - 6.7.1 November Policies to be Deleted
 - 6.7.2 November Policies to be Updated
 - 6.7.2.1 Information on Title IX recommendation from OSBA
 - 6.7.3 November Policies to be Added
 - 6.7.4 December Policies to be Updated
 - 6.7.5 December Policies to be Added

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6.8 Approval Consent Agenda (Entire Section): Motion: AC; Second: KB; Unanimous: X

7) **NEW BUSINESS:**

- 7.1 Protocol for Naming a Facility of Field in Honor of a Person * Process created that sets protocols for requests. These will be an official public meeting which will require labor to do posting and minutes. ZB – Are there pending requests? MW – not right now, but we have a request that will follow the new process now that we have it set up. Mark is working with Judy Schuette to get a plaque for the baseball fields that will honor the people and messaging to the community that we get things done by getting the community together. Motion: ZB; Second: CL; Unanimous: X
- 7.2 Resolution #25-16 – Revising Authorized Signers on Grant Union High School Student Body Account * Motion: ZB; Second: CL; Unanimous: X
- 7.3 Approve ESD Local Service Plan 2025-26 * Frontier ESDs at the floor is a challenge because they don't get funding COLA like the schools do. We need to lobby for this to change. No changes in the plan. Motion: CL; Second: KB; Unanimous: X
- 7.4 Approve Counseling Service Contract 2025-26 - Grant ESD * This is for services for two days per week at Humbolt. Motion: AC; Second: ZB; Unanimous: X

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

- 8.1.1 3/12 – Board Meeting | 7:00PM
8.1.2

9) **BOARD REPORTS:**

- 9.1 KB: Received email from Emma asking if I would be on the ESD budget committee. She will unless someone else wants the place.
- 9.2 M.T. A.: - Read by Will – Was injury by horse wreck in January – touched by outpouring of support. Head teacher at Seneca sent handmade get well soon cards from the students at Seneca. We have a great thing here at Grant School District. This taught our students thoughtfulness and caring, which is important in preparing them for the world. He would like to publicly thank Mrs. Sullivan.
- 9.3 AC: Humbolts Self Manager got to go ice skating and I would like to say I appreciate the staff for making this happen for the students. Thank you.
- 9.4 CL: The layoffs happening in our community.
- 9.5 ZB: Went ice skating with the self-managers and had a great time. Being cognizant of others and the challenges that people are facing. The recent firings of government staff is scary.
- 9.6 WB: FFA presentation was great. District basketball this weekend and the girls are going for the first time in 5 years along with the boys. Bus crash created a lot of learning points and bus driver made sure that the kids were safe. The district offered counselling services for students which produced a lot of negative comments, so I posted a long response. Lorena Woods Stanfield AD – Want to commend Andy Lusco. She call Andy at 7am to confirm schedule. He called back canceled after what had transpired with the bus wreck. He made the right call.
- 9.7 JT: not in attendance

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,

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10) **TOTAL IN ATTENDANCE:**

10.1 In Person: ____

10.2 Via Zoom: ____

Motion: AC; Second: KB; Unanimous: X **ADJOURNED:** 8:43PM

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 #3

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

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Debbie Gibson

POSITION: Cook's Helper

*FIRST DAY OF WORK: 03/31/2025 WORK HOURS PER DAY: 7 M-TH

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: 8-10 years kitchen and meal preparation

EDUCATION: GED, CPR, First Aid, Safe School Trainings-Bullying, Sexual Harrassment

NAMES OF REFERENCES CHECKED: Dustin Wilson, Yao Palmer, Chesters Thriftway HR

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Mark Witty,

Tia Kastner

Janine Attlesperger

KoRina Jones

NAMES OF ALL PERSONS INTERVIEWED:

Stevie Porter

Debbie Gibson

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Tia Kastner

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 2-25-2025 DATE APPLICATIONS CLOSED: 3-6-2025

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

LANE: Cook Helper STEP/YEARS: _____ SALARY: TBD (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.*

KoRina Jones
SIGNATURE OF SUPERVISOR

3/7/25
DATE FORM COMPLETED

Mark W. Witty
SIGNATURE OF SUPERINTENDENT

3/7/25
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: Tia Kastner

POSITION: Transfer- Cook Helper 1 to GU Cook Assistant

*FIRST DAY OF WORK: 2-21-2025 WORK HOURS PER DAY: 8 M-TH

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Current employee

EDUCATION: _____

NAMES OF REFERENCES CHECKED: _____

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Alesa Smith

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

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

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

LANE: _____ STEP/YEARS: 5 SALARY: 20.48 (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.*

Kohina Jones
SIGNATURE OF SUPERVISOR

2-26-25
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

2/26/25
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: Dixon Apostol-Espana

POSITION: Transfer- Humbolt EA to GU Custodian 32 hours

*FIRST DAY OF WORK: 2-26-2025 WORK HOURS PER DAY: 8 M-TH

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Current employee- Volunteer Transfer

EDUCATION: _____

NAMES OF REFERENCES CHECKED: _____

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Fred Ostberg

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

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

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

LANE: Custodian STEP/YEARS: 3 SALARY: 23.69 (select one) Hourly
 Annually
 Season

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

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

SIGNATURE OF SUPERVISOR

3/4/25
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

2/27/25
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: Vanessa Houpt

POSITION: Student Success Plan Manager/Trainer

*FIRST DAY OF WORK: 2/28/2025 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Current employee

EDUCATION: _____

NAMES OF REFERENCES CHECKED: _____

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

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

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

LANE: _____ STEP/YEARS: _____ SALARY: 2000.00 (select one) Hourly
 Annually
 Season

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

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

SIGNATURE OF SUPERVISOR

2/28/25
DATE FORM COMPLETED

SIGNATURE OF SUPERINTENDENT

2/28/25
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: Heather Rookstool

POSITION: Site Testing Coordinator

*FIRST DAY OF WORK: 2/28/2025 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Current employee

EDUCATION: _____

NAMES OF REFERENCES CHECKED: _____

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

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

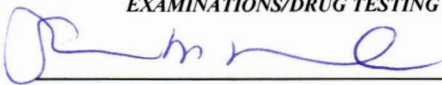
CLASSIFICATION (select one): CLASSIFIED LICENSED ADMINISTRATOR
 CONFIDENTIAL COACH EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: 2000.00 (select one) Hourly
 Annually
 Season

Contract issued

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

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



SIGNATURE OF SUPERVISOR

2/28/25

DATE FORM COMPLETED



SIGNATURE OF SUPERINTENDENT

2/28/25

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: Dennise Blevins

POSITION: TAG Case manager

*FIRST DAY OF WORK: 3/3/25 WORK HOURS PER DAY: 1

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: Middle/High School Teacher

EDUCATION: MAT

NAMES OF REFERENCES CHECKED: Current Employee

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger Mark Witty

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Andrea Ashley

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 2/13/25 DATE APPLICATIONS CLOSED: open until filled

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

LANE: _____ STEP/YEARS: _____ SALARY: 2,500.⁰⁰ (select one) Hourly
Pro-Rated Annually
 Contract issued Season

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

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

[Signature]
SIGNATURE OF SUPERVISOR

2/26/25
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

2/28/25
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: Andrea Ashley

POSITION: TAG Case manager

*FIRST DAY OF WORK: 3/3/25 WORK HOURS PER DAY: 1

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: Elementary Teacher

EDUCATION: MAT

NAMES OF REFERENCES CHECKED: Current Employee

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Janine Attlesperger Mark Witty

Shanna Northway

NAMES OF ALL PERSONS INTERVIEWED:

Andrea Ashley

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

DATE OF NOTICE OF POSITION: 2/13/25 DATE APPLICATIONS CLOSED: open until filled

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

LANE: _____ STEP/YEARS: _____ SALARY: 2,500.00 (select one) Hourly
Pro Rated 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

2/26/25
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

2/29/25
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: Andrea Ashley

POSITION: Site Testing Coordinator

*FIRST DAY OF WORK: 2/28/2025 WORK HOURS PER DAY: _____

APPLICATIONS RECEIVED: _____ # PERSONS INTERVIEWED: _____

EXPERIENCE: Current employee

EDUCATION: _____

NAMES OF REFERENCES CHECKED: _____

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

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

NAMES OF ALL PERSONS INTERVIEWED:

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: _____

REASON FOR LEAVING: RETIRED RESIGNED TERMINATED NEW POSITION

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

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

LANE: _____ STEP/YEARS: _____ SALARY: 2000.00 (select one) Hourly
 Annually
 Season

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

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

SIGNATURE OF SUPERVISOR

2/28/25
DATE FORM COMPLETED

SIGNATURE OF SUPERINTENDENT

2/28/25
DATE

To: Grant SD #3 Board of Directors
From: Mark Witty, Superintendent

Alesa Smith turned in her keys Friday morning, February 21, 2025 and stated she no longer wanted to work for the District.

This was reported to Mark Witty on Friday morning, February 21, 2025 through a phone call from the Head Cook, KoRina Jones.

Her resignation was accepted.

Kaitlyn Swaggart

RESIGNATION LETTER

February 19, 2025

Andy Lusco

Assistant Principal/Athletic Director
Grant Union Jr/Sr High School
Luscoa@grantesd.org

To Andy Lusco:

Kindly accept this letter as my formal resignation as the *Junior High Volleyball Coach* at Grant Union.

Due to a unexpected promotion I received at the start of the year at my current job at HECS Strealthscreen I am unable to commit to another season at this time.

I do not have set hours, rather set deadlines, with that I have the ability to get shows done months in advance. However, I am not fully confident that will be achievable this year before volleyball season starts. My hopes are I will be able to return as a coach if a position re-opens in the following years.

I briefly discussed this with the programs head coach, Mariah Moulton. I intend on helping out with the program as much as my schedule will allow as a volunteer.

Best wishes,



KAITLYN SWAGGART

February 18, 2025

Letter of Resignation: Fred Ostberg

I am tendering my resignation due to medical issues. I truly enjoyed working for the District but unfortunately will need to resign on February 25, 2025 which will be my last day.

Sincerely,

Fred Ostberg

A handwritten signature in blue ink that reads "Fred Ostberg". The signature is written in a cursive style with a large, stylized "F" and "O".

OSBA Model Sample Administrative Regulation

Code: JHCD-AR
 Adopted:

Medications**/*

{Required administrative regulation. The requirement comes from ORS 339.866 (2).}

Students may, subject to the provisions of this administrative regulation, have prescription or nonprescription medication administered by designated district personnel, or may be permitted to administer prescription or nonprescription medication to themselves.

1. Definitions¹

- a. “Administer” means the direct application of a drug or device whether by injection, inhalation, ingestion, or any other means, to the body of a patient or research subject by: (1) a practitioner or the practitioner’s authorized agent; or (2) the patient or research subject at the direction of the practitioner. (ORS 689.005)
- b. “Adrenal crisis” means a sudden, severe worsening of symptoms associated with adrenal insufficiency, such as severe pain in the lower back, abdomen or legs, vomiting, diarrhea, dehydration, low blood pressure or loss of consciousness. (ORS 433.800)
- c. “Adrenal insufficiency” means a hormonal disorder that occurs when the adrenal glands do not produce enough adrenal hormones. (ORS 433.800)
- d. “Asthma” means a chronic inflammatory disorder of the airways that requires ongoing medical intervention. (ORS 339.866)
- e. “Delegation” means a formal delegation of a nursing procedure by a registered nurse to district personnel in accordance with the Oregon Nurse Practice Act. (OAR Chapter 851)
- f. “Designated personnel” means the school personnel designated and trained to administer medication pursuant to district policy and procedure.
- g. “Medication” means medication that is not injected; premeasured doses of epinephrine that are injected; medication that is available for treating adrenal insufficiency; and Naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug. “Medication” also means any prescription for bronchodilators or autoinjectable epinephrine prescribed by a student’s Oregon licensed health care professional for asthma or severe allergies. “Medication” does not include nonprescription sunscreen. (ORS 339.866; ORS 339.867)
- h. “Nonprescription medication” means nonprescription drugs as defined in ORS 689.005, which means drugs that may be sold without prescription and that are prepackaged for use by the consumer and labeled in accordance with the requirements of the statutes and regulations of this state and the federal government. (OAR 581-021-0037)
- i. “Notice of a diagnosis of adrenal insufficiency” means written notice to the district from the parent or guardian of a student who has been diagnosed as adrenal insufficient with a copy of an order from the student’s primary care provider that includes the student’s diagnosis, description of symptoms indicating the student is in crisis, prescription for medication to treat

¹ There are several laws that apply to medications in schools. Some of these laws have unique definitions that may apply in specific situations. If the applicable law uses a definition that varies from the definition here, use the definition in the law.

adrenal insufficiency crisis, and instructions for follow-up care after medication to treat adrenal insufficiency crisis has been administered. (OAR 581-021-0037)

- j. “Opioid overdose” means a medical condition that causes depressed consciousness, depressed respiratory function or the impairment of vital bodily functions as a result of ingesting opioids. (ORS 689.800)
- k. “Prescriber²” means a “practitioner” as defined in ORS 689.005, which means a person licensed and operating within the scope of such license to prescribe, dispense, conduct research with respect to or administer drugs in the course of professional practice or research: (a) in this state; or (b) in another state or territory of the U.S. if the person does not reside in Oregon and is registered under the federal Controlled Substances Act. (OAR 581-021-0037)
- l. “Prescription medication” means a “prescription drug” as defined in ORS 689.005, which means a drug that is: required by federal law, prior to being dispensed or delivered, to be labeled with “Caution: Federal law prohibited dispensing without prescription” or “Caution: Federal law restricts this drug to use by or on the order of a licensed veterinarian”; or required by any applicable federal or state law or regulation to be dispensed on prescription only or is restricted to use by practitioners only.
- m. “Severe allergy” means a life-threatening hypersensitivity to a specific substance such as food, pollen, or dust. (ORS 339.866)
- n. “Short-acting opioid antagonist” means any short-acting drug approved by the U.S. Food and Drug Administration for the complete or partial reversal of an opioid overdose. (ORS 689.800)

2. Designated Staff/Training

- a. Medications, including injectable medications, may be administered by trained personnel as part of a formal delegation by a registered nurse.
- b. The principal, in consultation with the school nurse, will designate district personnel authorized to administer prescription or nonprescription medication to a student which takes into account when the student is in school, at a district-sponsored activity, under the supervision of district personnel, or in transit to or from school-or district-sponsored activities, and may include when a student is in a before-school or after-school care program on school-owned property when required by law. The principal will supervise and ensure building and activity practices and procedures are consistent with the requirements of law, rules, policy and this administrative regulation.
- c. The district will provide staff who are designated personnel to administer prescription or nonprescription medication access to a school nurse.
- d. The principal will ensure the annual training required by Oregon law is provided to designated district personnel. Training must be conducted by a qualified trainer, which is a person who is familiar with the delivery of health services in a school setting and who is either a registered nurse licensed by the Oregon State Board of Nursing or a prescriber. District personnel designated to administer epinephrine, glucagon, and medication to treat adrenal insufficiency shall be trained using related training developed by the Oregon Health Authority (OHA). The first training and every third training thereafter shall be provided in-person³. During

² A registered nurse who is employed by a district or local public health authority to provide nursing services at a district may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the district for not more than 90 days.

³ An online training may qualify as “in-person” when these measures are met: content is provided via synchronous, interactive online sessions with a trainer and learners visible on screen; trainers must be licensed and work within their scope of practice;

- subsequent years, designated district personnel may complete an online training so long as a trainer is available following the training to answer questions and provide clarification.
- e. The training for district personnel will provide an overview of applicable provisions of Oregon law, administrative rules, district policy and administrative regulations and include, but not be limited to, discussion of the following: safe storage, administration, handling and disposing of medications; accessibility of medication during an emergency; record keeping; whether response to medication should be monitored by designated personnel and the role of designated personnel in such monitoring; emergency medical response procedures following administration of the medication; confidentiality of health information; and assessment of gained knowledge. Training as recommended and/or approved by ODE will be used.
 - f. The district shall maintain documentation of district personnel's completion of training in accordance with OAR 166-400-0010.

3. Administering Premeasured Doses of Epinephrine to a Student or Other Individual

A premeasured dose of epinephrine may be administered by trained district personnel to any student or other individual on district premises who the person believes in good faith is experiencing a severe allergic response, regardless of whether the student or individual has a prescription for epinephrine.

4. Administering Short-Acting Opioid Antagonists

The district shall provide to the parent or legal guardian of each minor student enrolled in a school in the district information regarding short-acting opioid antagonists. The information will include at least:

- a. A description of short-acting opioid antagonists and their purpose;
- b. A statement regarding, in an emergency situation, the risks of administering to an individual a short-acting opioid antagonist and the risks of not administering to an individual a short-acting opioid antagonist;
- c. A statement identifying which schools in the district, if any, have short-acting opioid antagonists, and the necessary medical supplies to administer short-acting opioid antagonists, onsite and available for emergency situations; and
- d. A statement that a representative of the district may administer a short-acting opioid antagonist to a student in an emergency if the student appears to be unconscious and experiencing an opioid overdose.

5. Administering of Medication to a Student Experiencing Symptoms of Adrenal Crisis

A student experiencing symptoms of adrenal crisis while the student is in school, at a district-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and/or in transit to or from a school or a district-sponsored activity, may be treated by designated personnel and shall be subject to the following:

- a. Upon notice of a diagnosis of adrenal insufficiency, as defined in Oregon Administrative Rule (OAR) 581-021-0037, the building principal of the school the student attends will designate

and include in-person, skills demonstration for training developed by the Oregon Health Authority for epinephrine, glucagon, and for medication to treat adrenal insufficiency.

one or more district personnel to receive training and be responsible for administering the medication to treat adrenal insufficiency to a student in the event the student exhibits symptoms the district personnel believe in good faith indicate the student is experiencing symptoms of adrenal crisis;

- b. The designated personnel will successfully complete required training to administer medication to treat a student who has adrenal insufficiency and is experiencing symptoms of adrenal crisis;
- c. The student's parent or guardian must provide adequate supply of the student's prescribed medication to the district;
- d. The district will develop an individualized health care plan for the student;
- e. In the event that a student experiences symptoms of adrenal crisis and the designated personnel determines the medication to treat adrenal insufficiency should be administered, any available district staff member will immediately call 911 and the student's parent or guardian.

6. Administering Medication to a Student

- a. A request to permit designated personnel to administer medication to a student may be approved by the district and is subject to the following:
 - (1) A written request for designated personnel to administer prescription medication to a student, if because of the prescribed frequency or schedule, the medication must be given while the student is in school, at a school-sponsored activity, while under the supervision of school personnel and in transit to or from school or a school-sponsored activity, must be submitted to the school office and shall include:
 - (a) The written permission of the student's parent or guardian; and
 - (b) The written instruction from the prescriber for the administration of the medication to the student that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Method of administration;
 - (iv) Dosage;
 - (v) Frequency of administration;
 - (vi) Other special instructions from the prescriber, if any; and
 - (vii) Signature of the prescriber.

The prescription medication is provided in the original prescription packaging by the student's parent or guardian. The prescription label prepared by a pharmacist at the direction of the prescriber, will be sufficient to meet this requirement if it contains the information listed in (i)-(vi) above.

- (2) A written request for designated personnel to administer nonprescription medication to a student must be submitted to the school office and is subject to the following:
 - (a) The nonprescription medication is necessary for the student to remain in school;
 - (b) The nonprescription medication is:
 - (i) Provided in the original manufacturer's container by the student's parent or guardian; or

- (ii) Is part of the district’s stock medication program in compliance with the Oregon Board of Pharmacy rules including OAR 855-035-0005.
- (c) The written instruction and permission from the student’s parent or guardian for the administration of the nonprescription medication⁴ includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Method of administration;
 - (iv) Dosage;
 - (v) Frequency of administration;
 - (vi) Other special instructions, if any; and
 - (vii) Signature of the student’s parent or guardian.

If the written instruction is not consistent with the manufacturer’s guidelines for the nonprescription medication, the written instruction must also include a written order allowing the inconsistent administration signed by a prescriber.

- (d) If the nonprescription medication is not approved by the Food and Drug Administration (FDA), a written order from the student’s prescriber is required and will include:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Dosage;
 - (iv) Method of administration;
 - (v) Frequency of administration;
 - (vi) A statement that the medication must be administered while the student is in school;
 - (vii) Other special instructions, if any; and
 - (viii) Signature of the prescriber.

- b. The principal or designee will require an individualized health care plan or allergy plan be developed for every student with a need to manage asthma or a known life-threatening allergy. A plan will include protocols for preventing exposures to allergens and procedures for responding to life-threatening allergic responses, and include provisions for administering medication and/or responding to emergency situations while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity;
- c. A student being administered a medication may be monitored by designated personnel to monitor the student’s response to the medication;
- d. A determination will be made by the district on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
- e. It is the student’s parent or guardian’s responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student’s need to take medication;

⁴ For nonprescription medication that is not approved by the Food and Drug Administration (FDA), see requirements in 6.a.(2)(d).

- f. It is the student’s parent or guardian’s responsibility to ensure that the school is informed in writing of any changes in medication instructions;
- g. In the event a student refuses medication, the parent or guardian will be notified immediately. No attempt will be made to administer medication to a student who refuses a medication;
- h. Any error in administration of a medication will be reported to the parent or guardian immediately and documented on a medication administration record. Errors include, but are not limited to, administering medication to the wrong student, administering the wrong medication, dose, frequency of administration or method of administration;
- i. Medication shall not be administered until the necessary permission form and written instructions have been submitted and received as required by the district.

7. Administration of Medication by a Student to Themselves

- a. A student, including a student in grade K through 12 with asthma or severe allergies, may be permitted to administer prescription or nonprescription medication to themselves without assistance from designated personnel and is subject to the following:
 - (1) A student must demonstrate the ability, developmentally and behaviorally, to self-administer prescription medication and must have:
 - (a) The written permission from a parent or guardian and other documentation requested by the district must be submitted for self-medication of all prescription medications;
 - (b) If the student has asthma or a severe allergy, a medication that is prescribed by a prescriber and a written treatment plan developed by a prescriber or other Oregon licensed health care professional for managing of the student’s asthma, diabetes and/or severe allergy, and directs use by the student while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity. The prescriber will include acknowledgment that the student has been instructed in the correct and responsible use of the prescribed medication;
 - (c) The permission to self-administer the medication from a building administrator and a prescriber or registered nurse practicing in a district setting.
 - (2) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication⁵ and must have:
 - (a) The written permission of the student’s parent or guardian;
 - (b) The student’s name affixed to the manufacturer’s original container; and
 - (c) The permission to self-administer medication from a building administrator.
 - (3) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication that is not approved by the FDA and must have:
 - (a) The written permission of the student’s parent or guardian; and

⁵ For nonprescription medication that is not approved by the Food and Drug Administration (FDA), see requirements in 7.a.(3).

(b) A written order from the student's prescriber that includes:

- (i) Name of the student;
- (ii) Name of the medication;
- (iii) Dosage;
- (iv) Method of administration;
- (v) Frequency of administration;
- (vi) A statement that the medication must be administered while the student is in school, at a district-sponsored activity, under the supervision of district personnel, or in transit to or from school or district-sponsored activities;
- (vii) Other special instructions, if any; and
- (viii) Signature of the prescriber.

- b. A determination will be made by the district on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
- c. A student may have in their possession only the amount of medication needed for that school day, except for manufacturer's packaging that contains multiple dosage, the student may carry one package, such as, but not limited to, autoinjectable epinephrine or bronchodilators/inhalers;
- d. The sharing and/or borrowing by a student of any medication with another student is strictly prohibited
- e. The district personnel will request backup medication, when the medication is to treat a student's asthma or severe allergy emergency, from the student's parent or guardian. Backup medication, if provided by a student's parent or guardian, will be kept at the student's school in a location to which the student has immediate access in the event the student has an asthma and/or severe allergy emergency;
- f. A student shall not administer medication to themselves until the necessary permission form and written instructions have been submitted as required by the district;
- g. The permission for a student to administer medication to themselves may be revoked if the student does not responsibly self-administer the medication or abuses the use of the medication as determined by district personnel;
- h. A student may be subject to discipline, up to and including expulsion, as appropriate for violations of these procedures;
- i. A student permitted to administer medication to themselves may be monitored by designated personnel to monitor the student's response to the medication[.] [;]
- j. [The district allows the application of and use by students of nonprescription sunscreen, including sunscreen that contains para-aminobenzoic acid, without any required documentation from a licensed health care professional per ORS 339.874.]

8. Handling, Monitoring and Safe Storage of Medication Supplies for Administration of Medication

- a. Any medication must be delivered to the school in its original manufacturer's or current prescription container, accompanied by the permission form and written instructions, as required above.
- b. Prescription medication must always be the most current prescription and kept in the original, labeled container.
- c. Nonprescription medication must be kept in original manufacturer's bottle or box.
- d. Never administer medication sent to school in unlabeled containers.
- e. Never repackage medication into a plastic bag or other container for any reason.

- f. Medication in any form categorized as a sedative, stimulant, anti-convulsive, narcotic analgesic or psychotropic medication will be counted or measured by designated personnel or parent or guardian in the presence of another district employee upon receipt [and initialed by the two individuals who counted or witnessed the procedure, documented in the student's medication administration record (MAR) and routinely monitored during storage and administration. Any discrepancies will be reported to the school district nurse or principal immediately and documented in the student's MAR. For such medication not in capsule or tablet form, standard measuring and monitoring procedures will apply.
- g. Designated personnel will follow the written instructions of the prescriber and the student's parent or guardian, and training guidelines as may be recommended by ODE for administering all forms of prescription and/or nonprescription medications.
- h. Medication will be secured as follows:
 - (1) Nonrefrigerated medications will be stored in a locked cabinet/safe, drawer or box in a secure area;
 - (2) Medications requiring refrigeration will be stored in a locked box in a refrigerator or in a separate refrigerator used solely for the storage of medication in a secure area;
 - (3) Access to medication storage keys will be limited to the principal and designated personnel.
- i. Designated personnel will be responsible for monitoring all medication supplies and for ensuring medication is secure at all times, not left unattended after administering and that the medication container is properly sealed and returned to storage.
- j. When medication is running low or an inadequate dosage is on hand to administer the medication, the designated personnel will notify the student's parent or guardian immediately.

9. Emergency Response

- a. Designated personnel will immediately call 911 or other appropriate emergency medical response systems and administer first aid, as necessary, in the event of life-threatening side effects and allergic reactions, including the administration of epinephrine. The parent or guardian[, school district nurse] and principal will be notified immediately.
- b. Adverse reactions which result from district-administered medication or from student self-medication will be reported to the parent or guardian immediately.
- c. Any available district staff will immediately call 911 and the student's parent or guardian if the designated personnel believes the student is experiencing symptoms of adrenal crisis and plans to administer medication.
- d. Any available staff will immediately call 911 when a short-acting opioid antagonist is administered to any student or other individual on district premises.

10. Disposal of Medications

- a. Medication not picked up by the student's parent or guardian, at the end of the school year or within five school days of the end of the medication period, whichever is earlier, will be disposed of by designated personnel in the presence of another school employee. The medication may be disposed through a designated drug take-back collection program or in a nonrecoverable fashion as follows:
 - (1) Grant School District #3 designated employees will dispose medications using the Oregon Take-Back Program;

- b. Prescriptions will never be flushed down the toilet or drain or burnt with other waste.
- c. Sharps and glass will be disposed of in accordance with state guidelines.
- d. All medication will be disposed of by designated personnel following DEQ guidelines and documented on the student's MAR as described below.

11. Transcribing, Recording and Record Keeping

- a. A medication administration record (MAR) will be maintained for each student administered medication by the district. The MAR will be in paper⁶ or electronic form and will include, but not be limited to:
 - (1) The full name of the student, date of birth, name of medication, dosage, method of administration, date and time of administration, frequency of administration and the name of the person administering the medication;
 - (2) Student refusals of medication;
 - (3) Errors in administration of medication;
 - (4) Incidents of emergency and minor adverse reaction by a student to medication;
 - (5) Discrepancies in medication supply;
 - (6) Disposal of medication including date, quantity, manner in which the medication was destroyed and the signature of the staff involved.
- b. A MAR for medication administered as part of an IEP goal should be maintained in the IEP record at the end of each school year.
- c. All records relating to administration of medications, including permissions and written instructions, will be maintained. Records will be retained in accordance with applicable provisions of OAR 166-400-0010(17) and OAR 166-400-0060(29).
- d. All records relating to the training of designated district personnel will be maintained by the district in accordance with applicable provisions of OAR 166-400-0010.
- e. Student health information will be kept confidential. Access shall be limited to those designated personnel authorized to administer medication to students, the student and their parent or guardian. Information may be shared with school personnel with a legitimate educational interest in the student or others authorized by the parent or guardian in writing or others as allowed under state and federal law.

Non-liability Provisions for Administration of Prescription and Nonprescription Medications and Short-Acting Opioid Antagonists

A school administrator, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration of nonprescription medication, if the school administrator, teacher or other school employee in good faith administers nonprescription medication to a student pursuant to written permission and instructions of the student's parents or guardian.

A school administrator, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration of prescription medication, if the school administrator, teacher or other school employee in compliance with the instructions of a physician, physician assistant, nurse practitioner, naturopathic physician or clinical nurse specialist, in

⁶ If a paper record is kept, the record will be documented in blue or black ink, and never in pencil or with use of white-out.

good faith administers prescription medication to a student pursuant to written permission and instructions of the student's parents or guardian.

A person may not maintain an action for injury, death or loss that results from acts or omissions of a school administrator, teacher or other school employee during the administration of a short-acting opioid antagonist unless it is alleged and proved by the complaining party that the school administrator, teacher or other school employee was grossly negligent in administering the short-acting opioid antagonist unless other conditions exist and which are outlined in Oregon law in ORS 339.870.

The civil and criminal immunities provided for above do not apply to an act or omission accounting to gross negligence or willful and wanton misconduct.

Non-Liability Provisions for Self-Administration and Autoinjectable Epinephrine

A school administrator, school nurse, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of a student's self-administration of medication, as described in ORS 339.866, if the school administrator, school nurse, teacher or other school employee, in compliance with the instructions of the student's Oregon licensed health care professional, in good faith assists the student's self-administration of the medication, if the medication is available to the student pursuant to written permission and instructions of the student's parent, guardian or Oregon licensed health care professional.

A school administrator, school nurse, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the use of medication if the school administrator, school nurse, teacher or other school employee in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication regardless of whether the student or individual has a prescription for epinephrine.

The district and the members of a district Board are not liable in a criminal action or for civil damages as a result of the use of medication if any person in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication, regardless of whether the student or individual has a prescription for epinephrine; and the person administered the autoinjectable epinephrine on school premises, including at a school, on school property under the jurisdiction of the district or at an activity under the jurisdiction of the district.

The civil and criminal immunities described above (which are identified in ORS 339.871) do not apply to an act or omission to gross negligence or willful and wanton misconduct.

2025/26 Probationary/Contracted Staff

Emergency License Staff

| School | Teacher | Grade Level/Subject | Probationary/Contract |
|-------------|-------------------------|-----------------------------|-----------------------|
| Grant Union | Hodge, Erin | Teacher - Special Education | Emergency Teaching |
| Humbolt | BOETHIN, Bobbee | Teacher - Grades 1 | Emergency Teaching |
| Humbolt | Brooks, Rachael | Teacher - Grade 2 | Emergency Teaching |
| Humbolt | Cobb, Shanley | Teacher - Special Education | Emergency Teaching |
| Humbolt | Gibbs, Amanda M | Teacher - Grade 6 | Emergency Teaching |
| Humbolt | MITCHELL-HUERTA, Robert | Dean of Students | Emergency Teaching |
| Humbolt | WICK, HOLLY L | Teacher - Special Education | Emergency Teaching |

Probationary Staff

| | | | |
|-------------|--------------------|---|---------------------|
| Grant Union | Riis, Stephanie | Behavioral Interventionist | Probationary year 2 |
| Grant Union | Lopez, Jaclyn | Online School Coordinator | Probationary year 2 |
| Grant Union | Lusco, Andrew Jr | Teacher- Social Studies & Math | Probationary year 2 |
| Grant Union | Seebart, Tonia | Career Coordinator | Probationary year 2 |
| Humbolt | Smoot, Jennifer | Non-Renewing | Probationary year 2 |
| Humbolt | Lamb, Paige | Teacher- Grade 5 | Probationary year 2 |
| Seneca | Durych, Stacy | Teacher- Grade K-2 | Probationary year 2 |
| Grant Union | Blevins, Dennise G | Teacher - Language Arts | Probationary year 3 |
| Grant Union | MOULTON, MARIAH | Teacher - PE/Weights | Probationary year 3 |
| Grant Union | Oliver, Kailee D | Teacher - VoAg & Metal Fabrication | Probationary year 3 |
| Grant Union | Ross, Sylvia M | Teacher - Health Sciences/ School Nurse | Probationary year 3 |
| Grant Union | SMITH, MARISSA K | Teacher - Special Education | Probationary year 3 |

Contracted Staff

| | | | |
|-------------|----------------------------|---|-----------------|
| Grant Union | WILSON, KALLI J | Teacher - Business/Computers | contract year 1 |
| Grant Union | Collier, Judith | Teacher - Art/Crafts | |
| Grant Union | Combs, Andrea | Teacher - Special Education | |
| Grant Union | Dougharity-Spencer, Cindy | Teacher - Social Studies | |
| Grant Union | Field, Anna | Teacher - Math | |
| Grant Union | HUMBIRD, Elijah Z | Teacher - Language Arts | |
| Grant Union | Miller, Jason | Teacher - Weights/Automotives | |
| Grant Union | Smith, Sonna | Teacher - Science | |
| Grant Union | Suchorski, Jessica M | Teacher -Health/ Science | |
| Grant Union | TEAGUE, MARCUS | Teacher - Spanish/Wood Shop | |
| GU/Humbolt | James, Levana | Teacher - Music District Wide | |
| Humbolt | APOSTOL, BREANNA | Teacher - Kindergarten- Split | |
| Humbolt | Ashley, Andrea E | Teacher - Grades 6 | |
| Humbolt | HANSEN, KRISTAL | Teacher - Grades 4 | |
| Humbolt | Houpt, Vanessa | Teacher - Grade 1 | |
| Humbolt | Hunt, Amy | Title One Coordinator | |
| Humbolt | Johnston-Broemeling, Karen | Teacher - Kindergarten- Split | |
| Humbolt | Judd, Marci | Behavioral Interventionist/QPR Suicide Prevention Coord | |
| Humbolt | LaFramboise, Kelli | Teacher - Grade 5 | |
| Humbolt | McCormick, Tina | Teacher- Grade 4 | |
| Humbolt | Miller, Mikayla E | Teacher - Grade 2 | |
| Humbolt | Miller, Robyn | Teacher - Grade 3 | |
| Humbolt | Raschio, Sena | Teacher - Kindergarten | |
| Humbolt | Sharp, Douglas | Teacher - Physical Education | |
| Seneca | Sullivan, Carrie E | Teacher - Grade 3-6 | |

Contracted Administration

| | | |
|----------------|----------------------|-----------------------------------|
| Grant Union | Northway, Shanna | Principal/SPED Director |
| Grant Union | Lusco, Andy | Vice Principal/Athletics Director |
| Humbolt/Seneca | Attlesperger, Janine | Principal- Humbolt/Seneca |

Grant School District #3

Budget Calendar

2025-26

| | |
|---------------------|---|
| April 2025..... | Budget request submissions received |
| May 4, 2025 | Publish First Notice of Budget Meeting |
| May 27, 2025 | First Budget Committee Meeting |
| May 27, 2025 | Deadline for approval of budget by Budget Committee |
| June 4, 2025 | Publish Notice of Budget Hearing and Financial Summary |
| June 11, 2025 | Public Hearing – Regular June Board Meeting |
| June 18, 2025 | Adopt Budget, Make Appropriations, Declare Levy |
| July 15, 2025 | Deadline to certify the tax rate to the County Assessor |
| July 15, 2025 | Deadline to submit budget to ODE |