Mark Witty – Superintendent

GRANT SCHOOL DISTRICT NO. 3

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

Board Meeting Agenda

Wednesday 9/17/2025 | 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 Call to order
- 1.1.1 Board Attendance: ___ **of 6**

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) COMMUNITY PARTNER RECOGNITION

3.1 Frontier Early Learning Systems*

4) REPORTS:

4.1 Financial/Business Manager/ MJE *
- 4.1.1 See: Board Meeting Packet – Addendum | Financial Report – August 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 = 39
- 4.3.2 HES = 43
- 4.3.3 SES = 4
- 4.3.4 HCCC = 6
- 4.3.5 DO = 2
- 4.3.6 Transportation = 7 **Total =101**

4.4 Administrator's Reports | Previous Month:

Board of Directors:
Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | OPEN

4.4.1 Principal, Shanna Northway | Vice Principal, Andy Lusco | GU/SPED *
4.4.2 Principal, Janine Attlesperger | Humbolt (HES)*
4.4.3 Head Teacher, Stacy Durych | Seneca (SES) *
4.4.3.1 Grant Award – Jupiter Council
4.4.4 Director, Trina Fell | Humbolt Child Care Center (HCCC) *

4.5 Superintendent's Report/ Superintendent Mark Witty
4.5.1 SRS Update
4.5.2 Renew America Update
4.5.3 Podcast - "Hardwiring Excellence in Education"
4.5.4 Oregon Economic Forecast
4.5.5 OSBA Annual Convention – November 6-9, 2025
4.5.6 OSBA Fall Regionals – Long Creek – October 27, 2025 5:00PM
4.5.7 Early Learning Grant – Business Oregon

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

4.7 2024-25 Integrated Guidance Annual Report – Mark Habliston
4.7.1 Receive public comment

4.8 Humbolt Childcare Center Presentation – Trina Fell

4.9 2024-25 Division 22 Standard Compliance Report – MW
4.9.1 2024-25 Compliance Report*
4.9.2 Local Performance Assessments / Corrective Action Plan*

5) CONSENT AGENDA:

5.1 Recommend Approving Board Meeting Minutes
5.1.1 8/20/25 Work Session Meeting *
5.1.2 8/20/25 Board Meeting *
5.1.3 8/27/25 Special Meeting *
5.2 Recommend Accepting New Hires:
5.3 Recommend Accepting Employment Role Transfer:
5.4 Recommend Accepting Employment Role Addition:
5.5 Recommend Accepting Employment Resignations:*
5.5.1 Sophia Morris | HS Assistant Track Coach
5.6 Approval Consent Agenda (Entire Section): Motion: ___; Second: ___; Unanimous: ___

6) NEW BUSINESS:

6.1 Consider request to Coop with Dayville for Softball*
6.1.1 Motion: ___; Second: ___; Unanimous: ___
6.2 New Superintendent – Qualities, Qualifications and duties determined
6.2.1 Review Qualities and Duties of Superintendent Policy CBA*
6.3 Receive Public Input regarding Qualification and Duties of Superintendent

6.4 Discussion on leader type needed to meet GSD3 Strategic Goals
6.5 Approve Preferred Qualities and Qualifications of the next Superintendent (to be used in the search process)
6.5.1 Motion: ___; Second: ___; Unanimous: ___
6.6 Approve Superintendent Search Timeline and Process*
6.6.1 Motion: ___; Second: ___; Unanimous: ___
6.7 Motion to set Special Board meeting on September 24, 2025 at 7:00pm to fill the open board position

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

7.1.1 9/24 – Special Board Meeting regarding appointment of new board member| 7:00PM
7.1.2 10/15 – Board Meeting | 7:00PM
7.1.3 10/27 – OSBA Fall Regional | 5:00PM Long Creek
7.1.4 11/6 to 9 – OSBA Annual Convention
7.1.5 11/19 – Board Meeting | 7:00PM

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 **OPEN:**

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,



FRONTIER EARLY LEARNING SYSTEMS

The Frontier Early Learning Hub

Frontier Child Care Resource & Referral

Your Generous Support of Grant School District 3 helps ensure the success of our students and community.
Thank you!

Grant School District No. 3

Enrollment Tracking

Grant School District 3

2019 - 2026

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
2025/2026										
JUN										
MAY										
APR										
MAR										
FEB										
JAN										
DEC										
NOV										
OCT										
SEP										
AUG	208	224	12	**4**	**6**	**0**	**454**	**-21**	**30**	**484**
2024/2025										
MAY	202	242	13	**5**	**3**	**0**	**465**	**-3**	**29**	**494**
APR	202	245	13	**5**	**3**	**0**	**468**	**0**	**29**	**497**
MAR	202	245	13	**5**	**3**	**0**	**468**	**-4**	**29**	**497**
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	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

September Board Meeting

New Hires

No New Hires

Resignations/Quits

8/27/2025	Sophia Morris	Assistant Track and Field

Misc Changes

	Building Count
DO/Transportation	9
Humbolt	43
Humbolt Child Care	6
GU	39
Seneca	4
Total District Employees	**101**

September 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

Launch of the "Red Binder" Site
One of our 90-day short cycle goals this fall was to develop a centralized site to house internal information, calendars, announcements, and updates for staff. We are excited to share that the **"Red Binder" site** is now live. This digital hub provides staff with quick access to commonly used resources, streamlining communication and ensuring everyone has the tools they need at their fingertips.
Red Binder Site

Improved Financial Transparency and Purchasing
Sara has worked diligently to create a system that provides all staff members with monthly access to their classroom budgets and club/athletic account balances by the 10th of each month. In addition, she has streamlined purchasing procedures, making it easier for staff to place timely orders. This improvement has created greater transparency and efficiency across our building.

Leadership Team Goals
Our leadership team has begun meeting for the 2025–26 school year with a renewed focus on being a visible, action-oriented group that builds supports to benefit the entire staff. Their current priority is rebuilding the departmental meeting process to ensure meetings occur at least once a month, strengthening cross-curricular collaboration and grade-level alignment.

CTE Department Meeting
The CTE department met to discuss IGA and HSS funding and determine how best to allocate resources this year. The meeting created space for an open conversation about program needs

and priorities, allowing the team to make collaborative funding decisions aligned with program goals and the advancement of our elective offerings.

GU 101 Inservice Sessions
During inservice, several veteran teachers hosted **GU 101** sessions on topics such as MAP data, Go Guardian, Google Classroom/Google Suite, IEP meetings for general education teachers, using IEPs in the classroom, and AVID. Teachers were able to sign up for sessions that fit their needs, making the learning highly relevant. A huge thank-you goes to **Sonna, Andrea, and Cindy** for preparing and leading these valuable sessions.

Evaluation Training
As part of inservice, we also reviewed the teacher evaluation manual and process. Staff identified which evaluation cycles they are on this year and engaged in learning around writing strong student growth goals.

Commitment to Standards of Excellence
Our entire staff spent two hours defining **Grant School District #3's Standards of Excellence** in our own words and making a shared commitment to uphold them daily. These standards will also be woven into the evaluation process, ensuring they remain front and center and serve as a foundation for self-reflection and feedback.

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

Student Handbook Overhaul
Andy led an incredible effort to reduce our student handbook from 44 pages to a concise and well-organized 13-page document. This streamlined version is easier for staff, students, and families to use and uphold. Staff received a two-hour training on the handbook during inservice, focusing on expectations and enforcement. During the first week of school, all staff presented the handbook to students using a universal PowerPoint, ensuring consistency and shared ownership.

Back-to-School Assembly
We kicked off the school year with a high-energy student assembly organized by our ASB. The event featured staff skits, fun activities, and a few "boring announcements" from Mrs. Northway. It was an engaging and positive way to begin the year and build community spirit.

Classroom Walkthroughs
A key goal this year is to make classroom walkthroughs the norm. I began the year visiting every classroom daily and have now transitioned to visiting each classroom at least once a week. It has been inspiring to see our teachers' engaging, well-planned lessons and the enthusiasm students bring to learning.

September 2025

Positive Communication Home
As a staff, we are committed to increasing positive communication with families. We began the year strong by sending **Prospector Pride cards** and using staff shout-outs during meetings, which I then follow up on with student recognition through notes or verbal praise. This system ensures families hear about the many positive things happening with their students.

Scheduling Success
Tonia did an outstanding job preparing and finalizing student schedules. By the end of the first week, 100% of students were placed in their requested or required courses, with only a few adjustments occurring in week two based on staff requests. This quick turnaround created a smooth start for both students and staff.

Hands-On Learning in Woodshop
Mr. Teague and his woodshop students have been hard at work, making multiple half-day field trips to Humboldt to complete the construction of a chicken coop. Students have demonstrated dedication and skill while engaging in meaningful, real-world learning.

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

Strengthening Parent Communication
We are continuing to increase parent communication through email, phone calls, and meetings. In addition, we are using SchoolMessenger to send targeted text messages and email groups to communicate directly with specific grades or groups (e.g., all 7th-grade parents).

Partnership with County Library
Dennise and Elijah have worked to establish a partnership with our county library. Each month, junior high students will participate in walking field trips to check out books and give short presentations on books they have completed. This partnership not only expands student access to reading material but also increases community use of the library.

Hosting the First Annual Safety Summit
Grant Union was proud to host the first annual **Safety Summit** organized by Grant ESD. The event brought together teaching staff from across the county with first responders to develop safety plans and increase awareness around school safety. The summit was a powerful day of learning, collaboration, and preparation to keep our schools safe.

September 2025

Athletics and Activities Participation Update – Fall 2025
We are proud to share that Grant Union continues to demonstrate exceptionally high levels of student involvement in athletics and activities. This fall, we have one of the **highest participation rates across the state**, a reflection of our strong school culture and the many opportunities available to students. We love to see our students engaged, connected, and representing GU with pride.

High School Participation

- Soccer – 16
- Football – 31
- Volleyball – 24
- Boys Cross Country – 8
- Girls Cross Country – 2
- Cheer – 3

Junior High Participation

- Football – 26
- Volleyball – 30
- Boys Cross Country – 9
- Girls Cross Country – 7
- Cheer – 4

In addition to athletics, students are also actively involved in a wide variety of clubs and organizations including **Math Club, FFA, FBLA, and Gaming Club**, with many also participating in **Music and Choir**.

Participation Rates

- High School: 84 out of 150 students (56%) are involved in athletics.
- Junior High: 76 out of 122 students (62%) are involved in athletics.
- Overall: 58% of students in grades 6–12 are participating in athletics.

These numbers highlight the importance of extracurricular opportunities at Grant Union and the positive impact they have on our students. High levels of participation foster belonging, teamwork, leadership, and school pride—key outcomes that directly align with our mission to ensure every student feels supported, achieves success, and is prepared for the world.

HUMBOLT LITTLE PROS ELEMENTARY

329 NORTH HUMBOLT ST. CANYON CITY, OR 97820 PHONE: 541-575-0454 FAX: 541-575-3609

September 2025 Board Report for Humboldt Elementary School

District Goals

- Goal I: Recruit, train, and retain staff able to implement, adjust and achieve excellence!
  - Certified teachers are progressing through **LETRS Volume 1 online modules**
  - All staff are working through differentiated professional development options, such as Studer Leadership and **Conscious Discipline training** .
  - Leadership Team is leading efforts to complete our short-cycle action plans to achieve our strategic goals.
  - **Committee sign-ups** and **staff meetings** have begun to engage staff in implementing continuous improvement and ownership.
  - Staff completed required **OEBB Enrollment, Vector, and MAC trainings** to ensure compliance and readiness.

- Goal II: Create a student-focused environment where each student is known and prepared for success in life!
  - **6th grade students attended Outdoor School** for hands-on experiential learning.
  - **Social-emotional learning lessons** are in progress: counselors focus on mental health; the Dean of Students focuses on peer problem-solving and regulation skills.
  - **Students are completing fall MAP testing** to provide baseline data for **grade-level data meetings**, **intervention groupings, Student Success Plans**, and Student Learning and Growth Goals
  - **Recess checkins** are being used with 2nd–6th grade students to support conflict resolution and problem-solving.

- Goal III: Positive perceptions, community ownership, and support for our district's facility improvements!
  - Staff are **communicating with families** via ClassTag and posting weekly highlights of student engagement on social media.
  - Teachers **reviewed the Standard Response Protocol (I Love U Guys)** with students, and our first safety drill was conducted with in coordination with HCCC.
  - **Attendance awareness** messaging has been reinforced schoolwide in September, and personal phone calls are replacing Robocalls.
  - **Character trait focus: Respect** is being explicitly taught and reinforced in classrooms and during assemblies.

Recent/Upcoming Events

- **9/5:** Certified Staff Meeting; Committee Sign-Ups
- **9/8:** Attendance Meeting; 3rd & 4th Grade Quad Meeting
- **9/10:** Fire Drill; Leadership Team Meeting
- **9/12:** Staff Meeting; PBIS/Kelso's Choices PD; Teacher/IA Differentiated PD; Potluck
- **9/15:** Budget Meeting; PTA Meeting
- **9/16:** Wraparound Meeting; IA Staff Meeting
- **9/17:** Budget Meeting; School Board Meeting
- **9/18:** Regional Teacher of the Year Schoolwide Assembly
- **9/19:** Teacher Non-Contract Day
- **9/23:** Bus Evacuation Drill; IA Staff Meeting
- **9/24:** Humbolt Picture Day; Leadership Team Meeting
- **9/25:** IEP Day; K–2 Quad Assembly
- **9/26:** RtI Meetings
- **9/29–10/3:** Scholastic Book Fair; Title I-A Reading & Math Groups Begin
- **9/30:** IA Staff Meeting
- **10/2–10/3:** Parent-Teacher Conferences
- **10/4:** IA Staff Meeting

- **10/8:** Dental Screenings; Leadership Team Meeting
- **10/9:** Schoolwide Assembly
- **10/10:** Statewide Inservice Day; All Staff LETRS Training
- **10/14:** ESU STEM Lab; IA Staff Meeting



Seneca Elementary School

School Board Report for September 2025

Goal I:

Recruit, Train, and Retain Excellent Staff



- Professional Development & Training
    - Stacy Durych completed a four-day GoSTEM externship with Eastern Oregon University.
    - Stacy Durych attended a three-day writing workshop with Yolanda Westerberg through Eastern Oregon WREN.
    - Stacy Durych and Raney Anderson attended Burns Teacher Mentor Training, focusing on new teacher guidance and support.
    - Lacey Elliott and Stacy Durych attended BookSMART professional development training with a focus on social-emotional learning and executive function skills.
- Safety & Security
    - Stacy Durych and Lacey Elliott attended the ESD Safety Summit, focusing on the five emergency actions: Hold, Secure, Lockdown, Evacuate, and Shelter.
    - We are in the process of increasing our drill schedule so students gain a clear understanding of each protocol and how to respond with confidence.
- Staff Certification

- Stacy Durych, Skip Ryder, and Jay Durych obtained certified minibus driver licenses, expanding our school's transportation capacity and flexibility.

Goal II:

Create a Student-Focused Environment Where Each Child is Known and Prepared for Life



- Enrollment
    - Two students graduated last spring; three new students joined this fall (two kindergartners and one sixth grader).
    - Current total: 14 students.
- Family & Student Engagement
    - Back-to-School Night (Aug. 20) featured walking tacos, root beer floats, face painting, a scavenger hunt, and family registration. The strong turnout set a positive, connected start to the year.
- Communication
    - We launched schoolwide ClassDojo for event updates, classroom communication, and one-on-one family messages.
    - We continued with a weekly digital newsletter that shares stories and photos of students, well-received by families, staff, alumni, and community members.
- Reading & Literacy
    - We are cultivating a love of reading by giving each student the opportunity to select a monthly book of personal passion and interest through Scholastic.
    - This approach nurtures reading joy by honoring student choice and inspiring them to read more, as they are selecting books that truly reflect their own interests.
    - Once students finish their books, they contribute them to the school library, steadily refreshing the collection with titles that reflect student voices and interests.

    - The PTA held its first meeting of the year, elected officers, and formally voted to support this effort.

- Extended Learning

    - An optional summer trip gave students the opportunity to attend The Little Mermaid Junior in Pendleton, offering exposure to live theater and the arts.

Goal III:

Positive Perceptions, Community Ownership, and Facility Improvements



- Community Outreach

    - A new billboard, already approved and in production, will soon be displayed entering Canyon City to share and celebrate the “Seneca Way.”

- Facility Updates

    - New blackout blinds are in the process of being installed in both classrooms, improving safety, energy efficiency, and comfort, while replacing unsafe, broken fixtures.

- Arts & Grants

    - Stacy Durych applied for a Juniper Arts Council grant to extend Seneca’s historical timeline mural through 2025, with PTA support of $1,500 for an artist-in-residence.

    - Upcoming: Stacy will apply for a Grants in Place award (up to $2,500) to expand local, place-based learning by weaving Paiute language and cultural traditions into classroom study, deepening students’ connection to the land and its people.

Seneca Elementary continues to grow in alignment with its vision: cultivating creativity, nurturing community, and learning in harmony with nature. These first months of the school year show steady progress toward our strategic goals while celebrating the joy of children and the strength of our community.

Humbolt Child Care Center

329 N Humbolt St | Canyon City, OR 97820-6123
Phone: (541) 575-1280 Ext: 3155

Monthly Report | September 2025

Staff Report: (7)

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

Enrollment: (29)

- Breakdown of Children Enrolled
  - School Age: 10
  - Preschool: 20
  - Toddlers: 5
  - Infants: 5

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

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

District Goals:

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

Progress has been made in supporting staff development and strengthening classroom instruction. All teaching staff participated in a two-day professional development training focused on effective teaching strategies using the *Creative Curriculum*. The training emphasized both classroom application and deeper understanding of curriculum implementation. Staff reported increased confidence in lesson planning as well as new approaches to engaging students in meaningful, developmentally appropriate activities.

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

Humbolt Child Care Center

329 N Humbolt St | Canyon City, OR 97820-6123
Phone: (541) 575-1280 Ext: 3155

Monthly Report | September 2025

In addition, two substitute staff members transitioned into full-time teaching positions. This change not only strengthens continuity in the classroom but also supports retention of dedicated staff already familiar with our program. Both new teachers were able to attend the Creative Curriculum training, ensuring consistency in instructional practices across classrooms. These efforts enhance staff knowledge, support curriculum fidelity, and foster long-term stability in our workforce, directly advancing our commitment to excellence.

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

Progress continues toward creating a student-focused environment where each child is known and prepared for success in life. The completion of the updated *Humbolt Child Care Center Handbook* reflects the framework of our program and reinforces our commitment to individualized care and high-quality learning experiences. The handbook clearly outlines program expectations, daily routines, and guiding practices that place children's developmental needs at the center of all decision-making. By providing families and staff with a clear, consistent reference, the handbook strengthens communication, supports alignment across classrooms, and ensures that each child's experience is guided by a cohesive, intentional framework designed to promote long-term success.

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

Efforts to strengthen positive perceptions, community ownership, and support for facility improvements have been a continued focus this year. At the preschool, flooring upgrades were completed, replacing carpet with wood to create a cleaner, more durable, and welcoming environment for children and staff. This improvement not only enhances the appearance of the facility but also supports health, safety, and ease of maintenance.

In addition, an Open House event was held to engage families and showcase recent updates. Families had the opportunity to tour classrooms, learn about program improvements, and connect with staff. The positive feedback received during this event highlights the community's appreciation for the district's investments in high-quality learning environments and reinforces our shared commitment to supporting student success.

Board of Directors:
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Humbolt Child Care Center

329 N Humbolt St | Canyon City, OR 97820-6123
Phone: (541) 575-1280 Ext: 3155

Monthly Report | September 2025

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

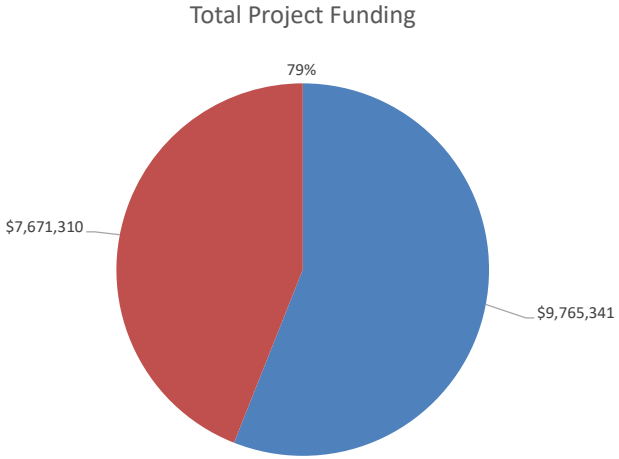
Board of Directors:
Kris Beal | M.T. Anderson | Amy Charette, Vice Chair | Chris Labhart | Zac Bailey | Will Blood, Chair | Jake Taylor

Grant School District 3

Project Tracker

Thursday, September 11, 2025

Project	Project No.	Funding Source	Start Date	Months in Progress	Work Status	Budgeted Cost	Current Spend	% Expended
Grant Union HVAC	2023-04	ESSER III / Fund 400 / Renew Grant	Jul-23	27	In-Progress	$3,523,493	$1,759,829	50%
District Maintenance Facility	2023-04	Fund 400 - Cap Projects	Sep-23	25	On-Hold	$268,380	$69,107	26%
Humbolt Greenhouse/Chicken Coop/Landscaping	2024-06	Fund 400 - Cap Projects	Jun-24	15	Completed	$298,423	$298,888	100%
Humbolt HVAC	2022-02	DAS HB5202	Jul-22	39	Completed	$1,249,077	$1,248,816	100%
GUHS Student Commons	2023-02	ESSER III & Brownfield Grant	May-23	28	Completed	$367,171	$366,479	99.8%
GU TAP 2024 Seismic	2024-07	Fund 400 - Cap Projects	Jul-24	15	Completed	$23,470	$23,470	100%
GUHS Replacement Feasibilty Study	2022-04	DAS HB5202	Jul-22	38	Completed	$250,000	$119,393	48%
Humbolt Playground Equipment	2023-03	ESSER II/III	Sep-23	13	Completed	$390,837	$390,837	100%
GU Window Replacement	2024-04	Fund 400 - Cap Projects	Jun-24	4	Completed	$69,167	$69,167	100%
GU Courtyard & Grounds	2024-02	Fund 400 - Cap Projects	Jun-24	4	Completed	$117,820	$117,820	100%
PA System	2023-09	Fund 400 - Cap Projects	Jan-24	9	Completed	$27,488	$27,488	100%
Pressbox @ 7th Street	2022-04	Fund 400 - Cap Projects	Dec-22	23	Completed	$141,300	$141,300	100%
Humbolt Seismic - Phase 2	2022-01	Business Oregon Seismic Grant	May-21	32	Completed	$1,287,657	$1,287,657	100%
Grant Union Roof Repairs (Seismic)	2022-03	DAS HB5202	Jul-22	14	Completed	$1,090,942	$1,090,942	100%
School District 3 Fencing	2023-01	SIA & Fund 400 - Cap Projects	Jun-23	7	Completed	$284,878	$284,878	100%
Humbolt Paving	2023-05	Fund 400 - Cap Projects	Aug-23	3	Completed	$114,055	$114,055	100%
GU Paving	2023-06	Fund 400 - Cap Projects	Aug-23	3	Completed	$35,670	$35,670	100%
Humbolt SpED	2023-07	Fund 400 - Cap Projects	Jul-23	3	Completed	$15,947	$15,947	100%
Building Access, Security & Alarms	2023-08	Fund 400 - Cap Projects	Sep-23	13	Completed	$209,565	$209,565	100%
Total All Projects (Sum/Avg./In-Progress)	**19**			**17**	**17**	**$9,765,341**	**$7,671,310**	**79%**



Fund 400 - Capital Projects	
Total	$5,715,119
Expended	$3,411,936
Remaining	$2,303,183
% Remaining	**40%**

DAS HB5202 Grant Funding	
Total	$2,250,000
Expended	$2,459,152
Match	($209,152)
% Remaining	**-9%**

2022 SEISMIC Grant Funding	
Total	$1,089,877
Expended	$1,090,942
Remaining	-$1,065
% Remaining	**0%**

ESSER II/III Grant Funding	
Total	$709,279
Expended	$709,279
Remaining	$0
% Remaining	**0%**

Thursday, September 11, 2025	Grant School District 3 Project Updates		Project Schedule		
			Start	End	Months
Grant Union	**GU HVAC**	Construction of HVAC systems is complete. Working on HB3031 compliance for CO2 monitor installation, final puchlist items, testing and balancing, and commissioning. Final disbursements from the Renew America's Schools grant have been requested and are pending review and approval by the Department of Energy.	**Jul-23**	**Oct-26**	**41**
	Maintenance Building	Project on hold	**Jul-23**	**Jul-25**	**25**
Humbolt	**Early Childhood Learning Ctr**	Awarded FY26 CIP (Federal CIP THUD Grant) for $1,450,000 and the funds are in a committed appropriations bill. The Business Oregon ($2 Million) through the Child Care Infrastructure Fund will be reapplied for in September (Round 3) and will likely be awarded.	**TBD**		
Completed Projects	**Greenhouse/Chicken Coop/Landscaping**	Project is complete	**Jun-24**	**Aug-25**	**15**
	Humbolt HVAC	Project is complete	**Jun-23**	**Apr-25**	**23**
	Student Commons	Project is complete	**Sep-23**	**Apr-25**	**20**
	Humbolt HVAC	Completed March 2025	**Jun-23**	**Mar-25**	**23**
	GU TAP 2024 Seismic	Completed February 2025. Awards should be announced by the end of May.	**Jul-24**	**Mar-25**	**9**
	Feasibility Study	Completed December 2024.	**Jul-22**	**Dec-24**	**31**
	Playground Equipment	Completed September 2024.	**May-24**	**Sep-24**	**6**
	PA System	Completed August 2024.	**Jun-24**	**Aug-24**	**3**
	GU Window Replacement	Completed August 2024.	**Jun-24**	**Aug-24**	**3**
	GU Courtyard	Completed August 2024.	**Jun-24**	**Aug-24**	**3**
	Fencing	Completed Fall 2023.	**Jun-23**	**May-24**	**12**
	Access Control & Rekeying	Completed in May 2024.	**Nov-23**	**May-24**	**7**
	7th Street Crow's Nest	Completed in April 2024.	**Oct-23**	**Apr-24**	**7**
	Seismic	Completed in December 2023.	**Jun-23**	**Dec-23**	**7**
	Rekeying	Completed in February 2024.	**Nov-23**	**Dec-23**	**2**
	East 7th Street Parking	Completed first week in November 2023.	**Oct-23**	**Nov-23**	**2**
	GU Pavement Resealing	Completed in October 2023.	**Aug-23**	**Oct-23**	**3**
	Humbolt ADA Concrete	Completed in October 2023.	**Aug-23**	**Oct-23**	**3**
	Seismic (Roof Repairs)	Compelted in September 2023.	**Jun-23**	**Sep-23**	**4**
	GU Staff Room	Completed in August 2023	**Jun-23**	**Aug-23**	**3**
	Humbolt Pavement Reseal	Completed in August 2023.	**Aug-23**	**Aug-23**	**1**
	Humbolt SpED Remodel	Completed in November 2023.	**Aug-23**	**Aug-23**	**1**

Grant School District #3
Report on Compliance with Public School Standards
2024-25 School Year

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

The table below contains a summary of **Grant** School District #3's compliance with each of the requirements of Oregon's administrative rules found in DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS during the 2024-25 school year. For each rule reported as out of compliance, **Grant** School District #3 has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2026-27 school year.

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

Category: High-Quality Learning Experiences for All Students

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

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2020 Certificate of Attendance	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2050 Human Sexuality Education	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2055 Career Education	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Elementary Grades	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Middle Grades	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2340 Media Programs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2350 Independent Adoptions of Instructional Materials	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2355 Instructional Materials Adoption	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2440 Teacher Training Related to Dyslexia	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2500 Programs and Services for TAG Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2505 Alternative Education Programs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Aligned and Focused Educational Systems

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2025 Credit Options	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2030 District Curriculum	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2060 Comprehensive School Counseling	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2100 Administration of State Assessments	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2110 Exception of Students with Disabilities from State Assessments	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2115 Assessment of Essential Skills: Diploma Requirements	**Waived through the end of 2027-28 school year**	Not applicable	Not applicable
581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement	**Implementing Corrective Action Plan**	The district submitted a two year Corrective action plan November of 2024	See attached Corrective Action Plan & Timeline
581-022-2120 Essential Skill Assessments for English Language Learners	**Waived through the end of 2027-28 school year**	Not applicable	Not applicable
581-022-2250 District Improvement Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2260 Records and Reports	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2265 Report on PE Data	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2300 Standardization	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2305 District Assurances of Compliance with Public School Standards	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2315 Special Education for Children with Disabilities	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2320 Required Instructional Time	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2335 Daily Class Size	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2400 Personnel	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Engaged Partners and Communities

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2005 Veterans Diploma	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2255 School and District Performance Report Criteria	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2270 Individual Student Assessment, Recordkeeping and Reporting	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2330 Rights of Parents of TAG Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2370 Complaint Procedures	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Safe & Inclusive Schools

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2045 Substance Use Prevention and Intervention Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2205 Policies on Reporting of Child Abuse	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2210 Anabolic Steroids and Performance Enhancing Substances	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2215 Safety of School Sports – Concussions	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2220 Health Services	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2223 Healthy and Safe Schools Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2225 Emergency Plans and Safety Programs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2230 Asbestos Management Plans	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2267 Annual Report on Restraint and Seclusion	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2308 Agreements Entered Into with Voluntary Organizations	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2310 Equal Education Opportunities	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2312 Every Student Belongs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2345 Auxiliary Services	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2510 Suicide Prevention Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2515 Menstrual Dignity for Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Committed and Supportive Staff

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2405 Personnel Policies	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2410 Teacher and Administrator Evaluation and Support	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2415 Core Teaching Standards	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2420 Educational Leadership - Administrator Standards	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Compliance Report for Division 22 Standard 581-022-2115: Local Performance Assessments

Overview:

Our district is currently not in compliance with Division 22 Standard 581-022-2115, which mandates the administration of local performance assessments in key subject areas. This report outlines a two-year phased plan to bring our district into compliance, with the implementation of writing and speaking assessments in the 2024-2025 school year, followed by mathematics and science in the 2025-2026 school year. An essential component of this plan is robust teacher training on local performance assessments, fair assessment practices, and data tracking to improve instructional practices.

Key Areas of Non-Compliance:

- **Lack of Local Performance Assessments:** The district has not consistently administered local performance assessments in writing, speaking, mathematics, and science as required by the Oregon Department of Education (ODE).
- **Lack of Work Sample Collection:** The district has not collected and assessed work samples required to demonstrate proficiency in essential skills.
- **No Use of ODE-Provided Scoring Guides:** The district has not consistently used official state scoring guides to assess student work samples, necessary for ensuring standardization and consistency.

Two-Year Plan for Compliance:

Year 1: 2024-2025 School Year

Focus: Writing and Speaking

Step 1: Establish Local Performance Assessments in Writing and Speaking (February 2025 – April 2025)

- **Action:** Select materials and train teachers on implementing local performance assessments in writing and speaking, using ODE-provided resources and scoring rubrics.
- **Implementation:**
    - 9th-grade students will complete a writing work sample.
    - 10th-grade students will complete a speaking work sample.
    - Grades 3-8 will complete both a writing and speaking work sample by the end of the school year.
- **Teacher Training:**

    - Professional development on using state scoring rubrics for evaluating student work.
    - Training on fair assessment practices and data-driven instruction.
    - Emphasizing the use of student data to guide instruction and interventions.

Step 2: Collection and Scoring of Writing and Speaking Work Samples (April 2025 – June 2025)

- **Action:** Begin collecting and scoring writing and speaking work samples across all required grade levels.
- **Implementation:**
    - Work samples will be collected and assessed using the ODE scoring rubrics.
    - Teachers will collaborate to ensure consistent scoring and equitable assessment.
- **Teacher Training:**
    - Training on the collection, scoring, and use of performance assessments to inform instruction.
    - Support in analyzing student work to adjust teaching strategies and provide targeted support.

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

- **Action:** Implement a system for tracking student performance on writing and speaking assessments.
- **Implementation:**
    - Use student management systems to document assessment completion and proficiency levels.
    - Ensure that students meet proficiency standards before progression to the next level.
- **Teacher Training:**
    - Professional development on using assessment data to inform instruction.
    - Strategies for identifying student strengths and areas for improvement.

Year 2: 2025-2026 School Year

Focus: Mathematics and Science

Step 4: Establish Local Performance Assessments in Mathematics and Science (November 2025 – February 2026)

- **Action:** Develop and implement local performance assessments in mathematics and scientific inquiry, aligned with ODE guidelines.
- **Implementation:**
    - Students in grades 3-8 and high school will complete local performance assessments in mathematics and science. High School students will be given

multiple opportunities to show mastery in each subject area throughout 9th-11th grade.
    - Use ODE-provided scoring rubrics for consistency and standardization.
- **Teacher Training:**
    - Training on fair assessment practices and the application of ODE scoring guides.
    - Support in designing effective local performance assessments.

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

- **Action:** Begin collecting work samples in mathematical problem-solving and scientific inquiry.
- **Implementation:**
    - Work samples will be gathered and scored using state scoring rubrics.
    - Standardized assessment and scoring across all grade levels.
- **Teacher Training:**
    - Training on evaluating and providing feedback on student work samples.
    - Guidance on using assessment data to adapt instructional strategies.

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

- **Action:** Implement tracking systems to monitor student performance in mathematics and science assessments.
- **Implementation:**
    - Ensure that all assessment data is recorded and monitored for progress.
    - Identify and support students needing additional assistance.
- **Teacher Training:**
    - Continued professional development on data analysis and instructional decision-making.
    - Support in using data to identify gaps and improve instruction.

Timeline:

Action	Date	Details
Selection of writing and speaking assessment materials & training	February 2025 – April 2025	Teachers trained on ODE scoring rubrics and assessment implementation.
Collection and scoring of writing and speaking work samples	April 2025 – June 2025	Students in grades 3-8, 9th, and 10th complete work samples.

Tracking student progress in writing and speaking	April 2025 – June 2025	Data systems implemented to monitor progress.
Selection of math and science assessment materials & training	November 2025 – February 2026	Teachers trained on ODE scoring rubrics and assessment implementation.
Collection and scoring of math and science work samples	February 2026 – April 2026	Students in grades 3-8 and high school complete work samples.
Tracking student progress in math and science	April 2026 – June 2026	Data systems implemented to monitor progress.
Ongoing monitoring and training	June 2026 and beyond	Annual review and training for continuous compliance.

Conclusion:

By following this two-year phased plan, including comprehensive teacher training and implementation of local performance assessments in writing, speaking, mathematics, and science, the district will achieve full compliance with Division 22 Standard 581-022-2115. Writing and speaking assessments will be fully implemented by June 2025, with mathematics and science assessments added in the 2025-2026 school year, ensuring all students are assessed in accordance with state guidelines.

Mark Witty – Superintendent

GRANT SCHOOL DISTRICT NO. 3

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

Board Work Session Minutes

Wednesday 8/20/2025 | 5:45PM

MEET AT GU OFFICE

1) PRELIMINARY BUSINESS:

1.1 Call to order 5:45 PM
- 1.1.1 Board Attendance: 5 **of 7** - – AC/MT excused

2) FACILITY TOUR – GRANT UNION

2.1 GU HVAC –
- 2.1.1 Few Punch Items remain, but within budget.
- 2.1.2 New gym will be done 2-3 weeks. Leftover from old gym. No A/C, roof fan 1st week in September.
- 2.1.3 2,000 amp, remove old boiler & steam parts from classroom.
  - 2.1.3.1 CB Construction
  - 2.1.3.2 Parsons Electric
  - 2.1.3.3 Zach Hammond Contractor drywall hole repair
  - 2.1.3.4 Billy Moon – front privacy fence
- 2.1.4 Past units removed, newer units behind school.

2.2 Windows replaced in classrooms

2.3 Courtyard

2.4 Boiler Room
- 2.4.1 Old boiler was scrapped and removed

3) FACILITY TOUR – HUMBOLT ELEMENTARY

3.1 Landscaping
- 3.1.1 There are lifted bricks in the front courtyard

3.2 Bus Lane Repaved

3.3 Greenhouse
- 3.3.1 Fields Tree Service
- 3.3.2 Hueckman Contract – Sitework
- 3.3.3 Pitts – Greenhouse

3.4 Future Project – Office Reconfiguration
- 3.4.1 Better space for parents to engage with staff
- 3.4.2 Brownsfield demo
- 3.4.3 Approximately $400000 - $450000

3.5 Center Yard
- 3.5.1 Irrigation redo

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

3.5.2 Re-landscape will expand to remaining sections

3.6 Classroom windows – 1st Friday/Saturday of September

3.7 Siding

3.8 Playground finished

3.9 Sod at daycare w/irrigation

3.10 Hydroseeded lawn

3.11 Fencing

3.12 Chicken Coop – student build

Adjourned at 6:42pm

Approval of Meeting Minutes:

X:_____ Date:_____

Mark Witty, Superintendent

X:_____ Date:_____

Will Blood, Board Chair

GRANT SCHOOL DISTRICT NO. 3
401 N Canyon City Blvd | Canyon City, OR 97820-6111
Phone: (541)575-1280 | Fax: (541)575-3614

Board Meeting Minutes

Wednesday 8/20/2025 | 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 Call to order 7:00pm

1.1.1 Board Attendance: **5 of 7** – WB/CL/KB/JT ZB online – AC/MT excused

1.2 Pledge of Allegiance

1.3 Agenda Review – MW – Coop discussion tabled to special meeting on August 27 at 7:00pm so all board can be present

1.3.1 Motion: KB; Second: CL; Unanimous: X 5-0 passes

1.4 Public Statement – Will Blood, Board Member – I would like to take some time and apologize for social media post I made in June. The post was not reflective of what somebody in a position of leadership should be: calm, cool, and collective. I believe in leadership positions, there is a time and place for passion, and even sometimes anger. My post in June was not the time nor place. It was simply inappropriate. My post was raw and full of emotion. My post let down my fellow board members as well as the staff, parents, and kids of this great school district. This is a great board full of people who care and want to make a difference, myself included. I want parents, students, and staff to feel comfortable in being able to bring concerns to anyone in the district with no fear of ridicule or retaliation. My social media post was not conducive to that philosophy. I am not perfect. I made a mistake. I am sorry. It will not happen again.

1.5 Public Statement – Amy Charette, Board Member – (read by Mark Witty) – I would like to reaffirm Grant School District's commitment to respectful and transparent communication. We recognize that the manner in which we engage with one another reflects our shared values and our dedication to student success. Our strategic plan outlines a clear vision of a place where every Prospector is known, empowered, and ready for the world. That vision can only be achieved when families are active partners in their students' education and when they feel safe, welcome, and respected in doing so. A key factor is ensuring that families feel comfortable and confident bringing questions, concerns, or ideas to the district staff. Open, respectful communication builds trust and strengthens relationships. It allows us to better support every student. Our staff is committed to listening and responding with integrity and working together to finding solutions. We value the voice and perspectives of our families. You are essential is building a district that reflects our community. Thank you for your continuing trust, partnership, and engagement. Together we will continue building a stronger, student-centered district.

1.6 Public Statement – Mark Witty, Superintendent – Want to make sure that it is clear to staff and board that we have a transparent process that is followed when we hire. I have full faith in the process and committee that will be used in the process. I have always had clear instructions: hire the best person for the job. The recommendations

move up the chain to me then on to the board to vote. I am expecting us to go through that process like we always do to hire the best qualified candidate for the students.

1.7 Election of Board Chair – Motion: CL – nominate Will Blood / KB seconded – Jake abstains – 4 in favor – 1 abstaining

1.8 Election of Board Vice-Chair – Motion: KB – nominate Amy Charette / CL seconded – Jake abstains – 4 in favor 1 abstaining

1.9 Retirement Recognition – Karen Broemeling – 32 years of service

2) PUBLIC COMMENTS | 3-MINUTE LIMIT:

2.1 Public Forum:

2.1.1 1)

2.1.2 2)

2.1.3 3)

3) STUDENT BOARD REPORT

3.1 GU CNA Student Report – Health Op teacher Sylvia Ross helped students complete paperwork to get into the system. CNA license is the first step for a health career. You graduate high school with a job that can earn a good wage in college, and you get a step up with college programs. Your application is sent to a hospital, they had formal interviews. They had 8 hours of class per week, 2 in person and 2 online. Fridays were skills lab to practice. The test is two parts – vocab and multiple choice. This is a great opportunity and introduction to college. Students were paid through Blue Mountain CC but TVCC did not pay. Clinicals had a checklist of skills to demonstrate with a CNA or nurse. We fed residents, showered them, and changed bedding. We wore proper personal protective equipment. The two tests were 80 questions and proctored, and the skills test was 35 minutes with various skills like vitals, peri care and transferring. It is eye opening that at 16 or 17 we can experience health care at our age. We would all recommend this path to peers. Mrs. Sylvia Brown is committed to this program and helping us all. A student that graduated last year with a CNA was able to get into a nursing program and she is one of the youngest ones.

4) REPORTS:

4.1 Financial/Business Manager/ MJE *

4.1.1 See: Board Meeting Packet – Addendum | Financial Report – June 2025 – MJ has spent the last two days and continues tomorrow meeting with staff individually regarding insurance options and retirement planning.

4.2 Current Staffing/JY/MW

4.2.1 GU = 39

4.2.2 HES = 43

4.2.3 SES = 4

4.2.4 HCCC = 6

4.2.5 DO = 2

4.2.6 Transportation = 7 **Total = 101**

4.3 Administrator's Reports | 2025-26 School Year:

4.3.1 Strategic Plan – Goals 2025-26 | Mark Witty – Staff has met to establish standards of service. We met on the 25th then the implementation team refined it Friday August 15. This is the tool that we will use to hold each other accountable.

4.3.2 Standards of Excellence | Mark Witty – See handout for guidelines. Reviewed form and will be used by administrators in their buildings. Reviewed scorecard that will be used to evaluate progress.

4.3.3 60 Day Action Plans – developed after reviewing comprehensive survey results on June 25th.

4.3.3.1 Principal, Shanna Northway | Vice Principal, Andy Lusco | GU/SPED (1) Recruit and retain staff - Develop Internal website that has all the items needed for staff, develop SOP for routine processes, (3) Rules not clearly and consistently applied in GU – one thing handbooks too long and contradictory. Andy reworked and condensed handbook. Inservice we went through the handbook with staff to have discussions about policies. Training on bias

4.3.3.2 Principal, Janine Attlesperger | Humbolt (HES) – See handout, (1) Recruit and retain staff – all staff meetings once per month. Meeting agenda and nots to be linked to newsletter. All classified are invited to join committees. (2) Create a student focused environment – Student ambassadors developed in 5th and 6th grade. Creating buddy classes for reading for all classrooms. Looking to expand to the high school. At Seneca, there will be virtual buddies at other small rural schools in Oregon. (3) Consistent communication, Over communicate in a lot of different ways especially when children are getting awards. Monday folder will contain all documents each and every Monday.

4.4 Superintendent's Report/ Superintendent Mark Witty

- 4.4.1 Early Learning Collaborative * 22 partners signed collaboration on board for new early learning center
- 4.4.2 Frontier Early Learning HUB – Grant for Operational Funds – Called up three weeks ago and said that they have gifted us $20,000 for our preschool
- 4.4.3 Prospector BBQ – August 21st at 6:00pm - Reminded
- 4.4.4 Safety Summit at GU – August 22nd 8:00am to 3:00pm * - Gordon Larsen organizing. Flyer is in packet if you would like to attend. Staff will be paid if they choose to attend.
- 4.4.5 SRS Update * - Lobbying group sent email stating that action needed to call and contact representatives. Senate bill 356 needs to be passed and legislature members return September 2nd.
- 4.4.6 Service Training – completed with all secretaries
- 4.4.7 Website Overhaul – Website has been overhauled by Kalli Wilson.
- 4.4.8 Eastern Oregon Economic Summit coming up September 17th in Baker City at OTEC building. One more ticket
- 4.4.9 Oregon Economic Forecast – August 27, 2025 – Economic forecast is not looking good. Perhaps a $1bil hole in budget. Next release to happen August 27th.
- 4.4.10 Coffee Time KJDY – August 21 at 9:30am – Chris Labhart will attend to discuss strategic Plan
- 4.4.11 OSBA Roadshow October 27th in Long Creek if board members would like to attend.

5) CONSENT AGENDA:

5.1 Recommend Approving 6/18/2025 Board Meeting Minutes
- 5.1.1 6/18/25 Regular Meeting *

5.2 Recommend Accepting New Hires:*
- 5.2.1 Ashleigh Romero | Humbolt Childcare Teacher
- 5.2.2 Celeste Wacker | Humbolt Childcare Teacher
- 5.2.3 2025-26 Coaching Roster | Includes Paid & Volunteer Coaches

5.3 Recommend Accepting Employment Role Transfer:

5.4 Recommend Accepting Employment Role Addition:*
- 5.4.1 Melissa VanLoo | Social Media Specialist

5.5 Recommend Accepting Employment Resignations:*
- 5.5.1 Shanley Cobb | HS Assistant Basketball Coach
- 5.5.2 Vanessa Houpt | Student Success Plan Manager

5.6 Approval Consent Agenda (Entire Section): Motion: JT; Second: KB; Unanimous: Zac not available 4-0

Zac not available online

6) NEW BUSINESS:

6.1 2025-26 Board/Superintendent Operating Agreement*
- 6.1.1 Motion: KB; Second: JT; Unanimous: X 4-0

6.2 Consider letter of support for Grant County Library Chris Labhart – letter written by City of John Day stating that needs to be open and need to find funding for it somewhere
- 6.2.1 Motion: JT; Second: KB ; Unanimous: X 4-0

6.3 Approve Inter-District Transfer & Tuition Agreement with Dayville School District*
- 6.3.1 Motion: JT; Second: CL; Unanimous: X 4-0

6.4 Athletic Cooperatives – to be tabled to Special Meeting
- ~~6.4.1 Motion: ___; Second: ___; Unanimous: ___~~

6.5 Accept Resignation of Budget Committee Member – Charissa Moulton*
- 6.5.1 Replacement plan and next steps – Needs to be advertised. After applications come in and then it would be nice to have 2 board members to review applications. Must be advertised for 20 days which makes it too close to the board meeting in September so it will be in October.
- 6.5.2 Motion: CL; Second: JT; Unanimous: X 4-0

6.6 Accept Resignation of Board Member - Jake Taylor* - effective 8/31/2025
- 6.6.1 Board Policy BBE – Vacancies on the Board*
- 6.6.2 Motion: KB; Second: CL; Unanimous: X 4-0

6.7 Approve Intergovernmental Agreement with Grant ESD – Early Learning Center* MW – needed to apply and secure grant funding for Early Learning Center. Business Oregon has reviewed to make sure that it met their specifications. ESD will buy the property and then it will be eventually turned over to the district. First step to expanding preschool availability. Now working on contingent agreement on land purchase that is dependent upon grant funding being secured to trigger purchase.
- 6.7.1 Motion: CL; Second: KB; Unanimous: X 4-0

6.8 2025-26 Annual Resolutions*
- 6.8.1 Approve Resolution #26-01 – Designating the Chief Administrative Officer
- 6.8.2 Approve Resolution #26-02 – Designating the Deputy Clerk/Business Manager
- 6.8.3 Approve Resolution #26-03 – Designating Co-Custodians of School District Funds
- 6.8.4 Approve Resolution #26-04 – Designating the Budget Officer for 2025-26
- 6.8.5 Approve Resolution #26-05 – Designating the official auditors for 2025-26
- 6.8.6 Approve Resolution #26-06 – Designating the day, time and place of regular board meetings
- 6.8.7 Approve Resolution #26-07 – Designating depositories for school district funds
- 6.8.8 Approve Resolution #26-08 – Designating the legal counsel
- 6.8.9 Approve Resolution #26-09 – Designating the Asbestos Program Manager
- 6.8.10 Approve Resolution #26-10 – Designating the Insurance Agent of Record
- 6.8.11 Approve Resolution #26-11 – Authorization to co-mingle funds
- 6.8.12 Approve Resolution #26-12 – Authorizing signature for federal/state grant programs
- 6.8.13 Approve Resolution #26-13 – Authorizing Superintendent to enter into contracts and approve payments
- 6.8.14 Approve Resolution #26-14 – Authorizing the use of credit cards
- 6.8.15 Motion: CL; Second: KB; Unanimous: X 4-0

7) FUTURE CALENDAR DATES | 2025 | ALL Meetings are held at District Office, unless otherwise specified:
- 7.1.1 8/19 – Staff Continental Breakfast GU | 8:00 – 10:00AM
- 7.1.2 8/21 – Prospector BBQ | 6:00PM
- 7.1.3 8/27 – Special Board Meeting regarding Athletic Coops| 7:00PM
- 7.1.4 9/17 – Board Meeting | 7:00PM
- 7.1.5 10/15 – Board Meeting | 7:00PM

8) BOARD REPORTS:

8.1 **KB: Impressed with how much goes on.**

8.2 **M.T. A: Absent**

8.3 **AC: Absent**

8.4 **CL: CNA program is impressive. It is nice to have a mentor like Sylvia for our kids. Important that admin is trying to reach all constituents.**

8.5 **ZB: Absent**

8.6 **WB: Improvement tour was awesome and its very nice. Staff will appreciate A/C, Thanks to the board members for keeping me at the helm appreciate trust. Sad to see Jake go he has been a great part of this team. It's the beginning of the end with Mark, so we need to get working on his replacement. We need the right person to bring in. Mark would like work session prior to November 1 to get process in place in line with the board consensus.**

8.7 **JT: CNA program is amazing and Sylvia has done a great job. Friend commented on how good the school grounds look while visiting. Superintendent hiring process takes a lot of time but is worth it. Mark is helping us to recruit a higher quality candidate.**

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

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9) TOTAL IN ATTENDANCE:

9.1 In Person: 17

9.2 Via Zoom: 8

10) ADJOURNED: 9:09PM JT / KB all in favor 4-0

Approval of Meeting Minutes:

X:_____ Date:_____

Mark Witty, Superintendent

X:_____ Date:_____

Will Blood, Board Chair

GRANT SCHOOL DISTRICT NO. 3
401 N Canyon City Blvd | Canyon City, OR 97820-6111
Phone: (541)575-1280 | Fax: (541)575-3614

Board Meeting Minutes – Virtual Only

Wednesday 8/27/2025 | 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 Call to order 7:04pm
- 1.1.1 Board Attendance: **7 of 7** (MT via phone)

1.2 Pledge of Allegiance

1.3 Agenda Review
- 1.3.1 Motion: AC; Second: ZB; Unanimous: X

2) PUBLIC COMMENTS | 3-MINUTE LIMIT: Staff available for clarifications not for personal opinion.

2.1 Public Forum:
- 2.1.1 1)Zach Williams, Canyon City OR – Speaking in best interest of kids. Students go to school so they can play sports. Softball – 9 players from PC, 10 from GU. Baseball – 10 from PC, 15 from GU, 1 from Monument. Neither can support a JV program without coop. JV offers proper athletic development. Sports support academic performance, attendance, and self esteem. Neither school could complete 1 softball team on their own. We must provide opportunities that allow our students to grow, compete, and succeed safely and sustainably.
- 2.1.2 2)Jeff Thomas, Kimberly OR – Board member at Monument for 10 years. Monument/Dayville have had a coop for 34 years. Strength in numbers prevails. Some parents argue their kids would play more on Varsity if there was not a cooperative, but a solid program needs both Varsity and JV teams. Participation does not always equal playing time, period (PPP). The current coop echoes that.

3) NEW BUSINESS:

3.1 Athletic Cooperatives – Discussion

WB: Spent a lot of time pondering this issue since June meeting. It is not a decision that I have enjoyed. At this time, I am inclined to not renew or engage in any coops. Two board members commented from June meeting. Chris says that "if you want to play sports with us, we would love to see you in our school." That really resonated with me. Zac said "looking out for our kids should be our focus." Every student at GU deserves the opportunity to go out for sports. Softball state champs was a special time with a lot of special girls. The intention of OSAA coops is not to build a powerhouse but to give kids a chance to play. Sports build valuable life skills like teamwork, discipline, time management, and goal setting, as well as managing emotions. Kids wouldn't have the opportunities that they have now at a larger or cooped school. Personal experience – Summer of 8th grade, son

decided to play baseball. He was selected for the “Bad News Bears” team made up of players that would have otherwise been cut. 6-10 on the season. Experienced personal victories and joys that would not have happened had they not been able to find a coach. We need to put GU students first and provide the opportunity to flourish.

MT – Needed a refresher. Thought if we included Dayville/Monument, we would be pushed to 3A league in baseball. (Mark confirmed that that may be a possibility). Asked to be circled back around.

AC – Need to consider needs of students, families, and community. Coops can be beneficial in some circumstances, but can impact resources and reduce opportunities for students within our district. Believes a coop can discourage growth. Understands both sides, but believes not approving coop is in the best interest of Grant School District at this time.

CL – Concerned that the district has lost a lot of students. Each person in the district is worth a lot of money. If a student was offered the opportunity to play a sport in our district, they may not leave to another. At this point, would be against a coop.

JT – These coops have been proven to provide a better opportunity for our students and the ability to compete. We have won championships because we have utilized the coop the correct way. We are in jeopardy of losing the softball program if a coop is not approved. It’s embarrassing to have to strongarm students to come back to our district when we didn’t do a good job of retaining them in the first place. This shouldn’t be as difficult as it seems, and believes there’s politics involved. Shameful to turn our backs to anyone who wants to participate in what we have. It’s not about winning, it’s about being able to compete. If we don’t have JV programs these programs are going to suffer. They need time to develop. If we don’t figure out how to get along with our neighbors then we are part of the problem.

KB – Was never an athlete, but was an educator for 35 years. Students deserve opportunities in activities. The coops provide great opportunities for not only GU students, but everyone else in the coop. The kids don’t even think about GU or PC, just part of a team. I believe that it is in the best interests for our students and the coop students so I am in favor.

ZB – I appreciate everyone’s opinion. I hate that people cannot see eye to eye. I liked watching our girls play. I have been approached by several people who are not in favor of a coop and I don’t believe that you grow in sports unless you get to play. Watched Dayville play last year, 6 man team, against PC who is also a 6 man team and they had plenty of kids on the sideline. They do not need us to fill their teams and we do not need them. We have a financial liability to students to maintain ball park. Not in favor of coop with PC, but Dayville and Monument would not have the opportunity otherwise, so this would give them a chance to play. Sports are an extension of the classroom. Parents who are nervous to speak in the public forum, who do not have star athletes, would like their kids to have the opportunity to play. My recommendation is not to favor a coop with PC and let them fill their own teams. It would give more kids the opportunity to participate.

MT – I am rather bothered by where the conversation went tonight. No disrespect, but I am shocked, I am in disbelief of the insinuation that to vote for a coop is a disservice to the kids of this district. I am all about the kids in our district. I was an athlete all through high school. Sports are an extension of the classroom and build so many life skills. I don’t believe that participation alone builds big morale. It is incredibly exciting when you have a talent pool to build good programs. Coops have provided scholarship opportunities to kids as a direct result. Without the coop, they would not have even been looked at by colleges. Provides opportunities further down the road too. Kids from losing programs very rarely get looked at for additional opportunities. I am 100% in favor of the coop and it is in the best interest for all our kids. It provides more opportunities and player development. I will be sorely disappointed if this board votes to eliminate the coops. Parents with kids not old enough for sports yet and were

concerned. Many things prior before I came on the board were handled poorly, and we lost kids because of it. Strongarming feels political.

3.1.1 Softball – Motion to proceed with any team that would like to participate in coop: Motion:_JT__; Second: _KB__; Unanimous: ___
- 3.1.1.1 Amended to motion to maintain the softball coop with Prairie City and Grant Union. Motion: JT; Second: KB
- 3.1.1.2 Yay: MT, CL, JT, KB, Nay: AC, WB, ZB
- 3.1.1.3 Passes 4-3

3.1.2 Baseball – Motion to continue baseball coop with Grant Union and Prairie City, and include Monument and Dayville. Motion: JT
- 3.1.2.1 Amended to include provision to review and reconsider if OSAA classification is bumped up to 3A. Second: KB
- 3.1.2.2 Yay: MT, CL, JT, KB Nay: AC, WB, ZB
- 3.1.2.3 Passes 4-3

3.1.3 Boys Wrestling – Motion to proceed with coop with Prairie City and Grant Union. Motion: JT; Second: KB
- 3.1.3.1 Yay: MT, AC, CL, WB, JT, KB, ZB
- 3.1.3.2 Passes unanimously, 7-0

3.1.4 Girls Wrestling – Motion to proceed with coop with Prairie City and Grant Union. Motion: JT; Second: MT
- 3.1.4.1 Yay: MT, AC, CL, WB, JT, KB, ZB
- 3.1.4.2 Passes unanimously, 7-0

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

4.1.1 9/17 – Board Meeting | 7:00PM

4.1.2 10/15 – Board Meeting | 7:00PM – No Will

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

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5) TOTAL IN ATTENDANCE:

5.1 Via Zoom: _30___

5.2 Looking for late motion to amend agenda to discuss and vote on length and duration of coop. Motion: ZB; Second:
- 5.2.1 Declared an emergency to amend agenda to include the vote for duration of coop to be 2 years. Motion: CL; Second: ZB
- 5.2.2 ZB withdrew motion and seconded CL's motion.
- 5.2.3 Yay: MT, AC, CL, WB, JT, KB, ZB Nay:
- 5.2.4 Passes unanimously, 7-0
- 5.2.5 Motion for duration of coop to be 2 years. Motion: AC; Second: ZB
- 5.2.6 Yay: MT, AC, CL, WB, JT, KB, ZB Nay:
- 5.2.7 Passes unanimously, 7-0

Motion to Adjourn: JT; Second: KB. Passes unanimously 7-0

6) ADJOURNED: 8:22 PM

Approval of Meeting Minutes:

X:_____ Date:_____

Mark Witty, Superintendent

X:_____ Date:_____

Will Blood, Board Chair

2025-2026 Cooperative Sponsorships

Participation by Sport/School/Grade Level

Softball

	PC	GU	Dayville	
9	3	3		
10	2	4		
11	3	1		
12	1	2		
Total	9	10	1	20

Baseball

	PC	GU	Mon.	Dayville	
9	6	3			
10	1	5			
11	2	5	1		
12	1	2			
Total	10	15	1	3	29

Boys Wrestling

	PC	GU	
9	1	4	
10	0	4	
11	1	4	
12	0	5	
Total	2	17	19

Girls Wrestling

	PC	GU	
9	1	3	
10	0	2	
11	0	2	
12	0	3	
Total	1	10	11

Adjusted ADM by Schools

GU	94
PC	41
Dayville	13
Monument	12
Total ADM	**160**

Cooperative Sponsorships approved at August Special Board Meeting

Classification Placement

2A has a limit of 145 Adusted ADM
Our Baseball Coop would have 160 Adjusted ADM
OSAA grants appeal up to 10% over (159.5)
We would be over, but they might still grant the appeal.
We can apply and then back out if we are placed at 3A.

Softball addendum with Dayville added:
This will give us an adjusted ADM of 148. While this is over the 3A cutoff by 3 students, it is well within the 10% range for an appeal. We will be safe here to assume we would stay 2A.

Also note, OSAA is limiting the actual CoOp Agreements to 1 year as they are currently realligning divisions in for the entire states. All this means is that we can complete the paperwork with OSAA without further Board action for another year to complete the 2 years that were approved in the August Special Board Meeting. It is distinctly possible this will muddy the waters as the 2A cutoff is likely to move down.

Grant School District 3

Code: CBA
Adopted: 5/13/09
Revised/Readopted: 2/08/12; 5/08/13; 6/09/21
Orig. Code: CBA

Qualifications and Duties of the Superintendent

The Board requires the superintendent be a strong educational leader who has the following professional experience and training:

1. A current license that qualifies the individual to serve as superintendent of the district;

2. A master's degree or higher in the field of education, preferably in educational administration;

3. Successful teaching experience at the elementary or secondary school level;

4. Service as a superintendent or administrative experience.

In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets alternative licensure requirements. The Board may take steps to assist an individual to qualify for such a license.

The superintendent will have the following personal and professional qualities:

1. Success in leadership roles with staff, community and professional peers;

2. Ability to communicate effectively, both orally and in writing;

3. Scholarship, intelligence and excellent ability to plan and organize;

4. Training, experience and success in personnel selection, evaluation and development;

5. Knowledge of curriculum development, implementation and evaluation;

6. Knowledge of business and support service systems which facilitate planning, control and accountability;

7. Experience in administering collective bargaining agreements;

8. Ability to motivate other administrators and significantly involve them in the decision-making process;

9. Strong management skills; and the desire and ability to motivate and innovate, taking advantage of the district's strengths.

General Functions

1. The superintendent is the chief executive officer of the district and, under the direction of the Board, is responsible for control and operation of the school system, and for implementing the decisions and policies of the Board.

2. The superintendent has the authority to formulate and delegate duties and responsibilities to subordinate administrative personnel. The delegation of such duties and responsibilities, however, will not relieve the superintendent of responsibility for the action taken under such delegation.

Specific Functions

The superintendent will have the duty and authority to perform the following specific functions:

1. Review data regularly and lead the district in enacting equitable changes to improve educational outcomes for every student;

2. Serve as educational leader to the Board, staff and community;

3. Act as the district's chief administrative officer;

4. Serve as district school clerk, performing such duties as required by law or by the Board;

5. Schedule meeting places, prepare an agenda and record minutes for all Board meetings and other committee meetings authorized by the Board;

6. Attend all regular and special meetings of the Board, except when excused;

7. Serve as executive officer of the budget committee and prepare an educational plan that is the basis for formulating the district's budget;

8. Administer adopted Board policies;

9. Regularly review adopted Board policies and make recommendations for needed changes;

10. Advise, inform and make recommendations to the Board on matters of policy and other required action(s), and inform the Board on all phases of district operation;

11. Provide an ongoing program of communication to and from the community, staff and Board concerning district programs and activities;

12. Assess trends and changing procedures in salary negotiations and assist the Board in collective bargaining and salary consultation with district employee groups;

13. Serve as a member of the Board's salary consultation and negotiations teams, and make recommendations to the Board on all issues;

14. Direct the implementation and administration of all agreements resulting from the consultation or negotiation process;

15. Develop and file a complete list of position descriptions, with job descriptions within each classification for all classes of personnel; review and change those descriptions as needed or directed by the Board;

16. Formulate and recommend for Board adoption such personnel policies as may be necessary for efficient functioning of the district staff

17. Make rules and reasonable regulations to govern routine matters and see that such rules and regulations are communicated to employees concerned;

18. Resolve problems of operations and settle disputes referred through administrative channels;

19. Work with staff organizations and committees in the development of sound personnel practices and procedures and provide for their implementation;

20. Assume responsibility for the development, maintenance and operation of a constructive program of in-service, training and education for all school system employees. For this responsibility, the superintendent may employ lecturers, grant temporary leave from work, approve reimbursement for extension or college courses and develop professional library facilities as required, subject to Board approval;

21. Recommend to the Board, the appointment, renewal, contract extension, contract nonrenewal, contract non-extension or dismissal of licensed district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

22. Appoint, promote, demote or discharge classified and non-represented employees as provided by state law, Board policy, collective bargaining agreements and meet and confer agreements, as applicable;

23. Assign or transfer all district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

24. Evaluate the performance of all district administrative personnel in accordance with state law and Board policy, and make recommendations for those positions to the Board before March 15 of each year;

25. Evaluate the performance of licensed and classified personnel in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

26. Assign and control the promotion of students;

27. Maintain a continuous inventory of all district property, furniture, material and supplies;

28. Recommend plans for repairs to district property and for new construction and see that all plans adopted by the Board are properly executed;

29. Establish procedures to involve teachers, principals, supervisory personnel and representatives from student and community groups in the preparation and selection of courses of study and other instructional materials;

30. Recommend instructional materials, instructional supplies and school equipment to be purchased by the district;

31. Direct the preparation of the budget, prepare the budget message for presentation to the budget committee, supervise the administration of all fiscal policies of the district and serve as custodian of all district funds;

32. Develop and recommend to the Board long-range plans for educational programs, facilities and financial resources that are consistent with population trends, district goals and community needs;

33. Direct the district in its relationships with federal, state and local government agencies;

34. Cooperate with universities and colleges in their student-teacher training programs;

35. Attend local, state and national meetings, conferences and workshops as deemed beneficial to the interests of the district;

36. Visit, as may be required, all district schools as a regular part of a schedule and institute and carry out such regulations, as may be necessary, to attain their efficient operation;

37. Direct the administrative staff in establishing and changing, as needed, school attendance area boundaries subject to Board approval;

38. In cases of matters not specifically covered by Board policies, take appropriate action and report such action to the Board no later than the next regular Board meeting;

39. Have other power and duties as may be approved by the Board, and as may be necessary to fulfill the functions of the office of superintendent.

END OF POLICY

Legal Reference(s):

ORS 332.075
ORS 342.143
ORS 342.173
ORS 342.850
OAR 584-020-0000 - 0035
OAR 584-046-0003 - 0024
OAR 584-080-0151
OAR 584-080-0152
OAR 584-080-0161

Cross Reference(s):

CBG - Evaluation of the Superintendent

GRANT SCHOOL DISTRICT NO. 3
401 N Canyon City Blvd | Canyon City, OR 97820-6111
Phone: (541)575-1280 | Fax: (541)575-3614

Superintendent Search Timeline & Process

Grant School District #3 – Board of Directors Review

Phase 1: Establishing the Framework (September – October 2025)

- **September 2025**
  - Take **public comment** regarding desired qualities and qualifications for the Superintendent (Policy CBA reference).
  - Board discussion on the type of leader needed to meet GSD3 Strategic Goals.
  - **The board votes** on the final list of qualities and qualifications.
  - **The board votes** to establish and adopt the official superintendent search calendar
- **October 2025**
  - Review and finalize the **position announcement**.
  - Develop **promotional information** about Grant County for recruitment purposes.

Phase 2: Recruitment & Marketing (Late October – January 2026)

- **Late October 2025**
  - Market the Superintendent position through:
    - Hank Harris
    - Oregon School Boards Association (OSBA)

        - Confederation of Oregon School Administrators (COSA)
        - National Rural Education Association (NREA)
- **November 2025**
    - Identify and confirm the **Screening Panel** (8–12 staff/community members).
    - The Board **formally approves** the Screening Panel during the November 17, 2025 Board meeting.
- **January 9, 2026**
    - **The application window closes.**

Phase 3: Candidate Screening & Selection (January 2026)

- **January 16, 2026**
    - The Screening Committee meets to review applications.
    - Key Questions: *What stands out? What concerns exist?*
- **January 21, 2026**
    - The board meets in **Executive Session** to identify candidates for interview.
- **Week of January 26, 2026**
    - **In-Person Interviews Conducted**:
        - The Screening Committee interviews candidates.
        - Students participate in a structured interaction/interview.
        - Each candidate spends 30 minutes with the current Superintendent.
        - Candidates tour district facilities.
        - Candidates participate in a community “Meet & Greet” at GU Commons.
        - Board conducts **final interview** in Executive Session (deliberation and ranking).

Phase 4: Final Selection & Contract (February 2026)

- **Negotiation Process**
    - The board designates a member with set parameters to negotiate with the top candidate.
    - The top candidate's identity remains confidential until a contract is signed.
- **February 18, 2026 – Regular Board Meeting**
    - Board ratifies the Superintendent contract (public action).
    - Following ratification, an official **press release is issued**.

✅ **Key Takeaways:**

- The process begins **September 2025** with adoption of calendar and public input.
- **Application closes January 9, 2026.**
- **Interviews late January 2026.**
- **Contract ratification February 18, 2026.**