

Committee members are reminded to disclose any actual or potential conflicts of interest prior to discussion of relevant agenda items.

**DRAFT**



## Marion Soil and Water Conservation District (MSWCD) Education and Outreach Committee Meeting Agenda **DRAFT**

**DAY**  
**February 17, 2026**  
**11:00 AM to 12:30 PM**

*Our mission is to partner with people in support of thriving lands, clean water, and healthy habitats. We do this through planning, technical assistance, funding, and education.*

This meeting will be held by video conference (Zoom), and by telephone.

**Call In Number:** 1-253-215-8782 | **Meeting ID:** 821 3239 7029 | **Passcode:** 465879

**Staff Contact:** Amy Zimmer | [amy.zimmer@marionswcd.net](mailto:amy.zimmer@marionswcd.net)

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Agenda Changes and/or Additions	Chair
<b>1. Public Comment</b>	<b>Chair</b> 5 minutes
<b>2. Appoint New E&amp;O Committee Chair</b> Action	<b>Chair</b> 5 minutes
<b>3. Approve November 18, 2025 Minutes</b> Action	<b>Chair</b> 5 minutes
<b>4. McKay High School CLEAR Grant Request</b> Action	<b>Roosth</b> 10 minutes
<b>5. Redeemer Community Garden CLEAR Grant Request</b> Action	<b>Roosth</b> 10 minutes
<b>6. Miller Elementary CLEAR Grant Request</b> Action	<b>Roosth</b> 10 minutes
<b>7. Oregon Agricultural Trust (OAT) CLEAR Grant Request</b> Action	<b>Roosth</b> 10 minutes
<b>8. Review CLEAR Grant Budget for FY 2025-26</b> Action	<b>Roosth</b> 15 minutes
<b>9. Determine Committee Meeting Dates FY 2026-27</b> Action	<b>Roosth</b> 10 minutes
<b>10. Salmon Watch FY 2025-26 Report</b> Informational	<b>Zimmer</b> 5 minutes
<b>11. District Mailers to Targeted Audience Process</b> Informational	<b>Zimmer</b> 5 minutes

**Meeting Adjourned – Chair**

Marion Soil and Water Conservation District complies with the American with Disabilities Act (ADA) and does not discriminate based on race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. If special physical, language, or other accommodations are needed for this meeting, please advise the District Manager at 503-391-9927 as soon as possible, and at least 48 hours in advance of the meeting.

Oregon residents can file a written grievance with the Marion SWCD regarding a violation of the Public Meetings Law within 30 days of the alleged violation. The grievance should include details about the alleged violation and be submitted to the Marion SWCD District Manager for review.



**Marion Soil and Water Conservation District (MSWCD)  
Education and Outreach Committee Meeting Minutes DATE, 2025**

**DRAFT**

11:48 AM to TI:ME AM

Facilitator: Kassi Roosth

Recorded by: Sarah Hamilton

Approved: DATE

**Committee Member Attendance**

Peggy Hart (Committee Chair) - Director	Present
Noah Justice - Director	Absent
Kassi Roosth - Staff	Present
Sarah Hamilton - Staff	Present
Member #5 - Vacant	Vacant
<b>Staff</b>	<b>Guests</b>
Amy Zimmer	None
Brenda Sanchez	

**Note:** All documents and materials displayed or referenced are retained in the Education and Outreach Committee Meeting file at the Marion Soil and Water Conservation District (Marion SWCD or District).

**Minutes**

**Call to Order-Chair:** 11:48 AM

- 1. Public Comment - None**
- 2. Board Updates on Committee Recommendations - None**
- 3. Board September 17, 2025 minutes**  
**Action:** Hamilton motioned to accept the September 17<sup>th</sup>, 2025 Education & Outreach Committee Meeting Minutes with the following changes:  
 Correct the number of votes and voters for each action. 2<sup>nd</sup> by Roosth. No further discussion. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).
- 4. CLEAR Grant Request: North Salem High School**  
**Action:** Hart motioned to recommend funding of \$5,000 to support field trips for students. 2<sup>nd</sup> by Roosth. No further discussion. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).
- 5. CLEAR Grant Request: Mary Eyre Elementary**

**Action:** Hamilton motioned to recommend funding of \$1,200 to support both proposed learning opportunities for students. Hart seconded. No further discussion. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).

**6. CLEAR Grant Request: Jane Goodall Environmental School**

**Action:** Roosth motioned to recommend funding of \$4,980 to support educational opportunities at the JGEMS campus and local city parks for students. Hart seconded. No discussion. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).

**7. CLEAR Grant Request: Salem Environmental Education**

**Action:** Hart motioned to recommend funding of \$4,507 for supplies and materials for the PAWS Spring and Fall Outdoor School Programs. Roosth seconded. No further discussion. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).

**8. CLEAR Grant Request: Aumsville Elementary**

**Action:** Hamilton motioned to recommend funding of \$1,800 to support transportation costs for students to attend both proposed field trips. Hart Seconded. No further discussion. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).

**9. CLEAR Grant Request: Community Roots School**

- Hamilton questioned the content of the 'Indigenous Storytelling', which was further elaborated by K. Roosth.
- Roosth questioned using the funds for maintenance. B. Sanchez suggested that maintenance is not appropriate, as it is not funded in other grant types. The group discussed several options for
- Sanchez questioned what 'Previously Unfunded Hours' meant in the application. The district does not fund retro pay.

**Action:** Roosth makes a motion to recommend funding the grant, excluding time spent on garden maintenance that does not directly involve the students, and not including the 'Previously Unfunded Hours', and we would need a revised budget to reflect these changes. Hart seconded. **MOTION PASSED** (Aye-3 [Roosth, Hamilton, and Hart], Opposed-0).

**10. New Volunteer Background Check Policy**

Brenda received input from Hart on the new policy, and will take it to the new Volunteer Planning Team meeting tomorrow before taking it to the board.

**Adjourn:** Chair Hart adjourned the meeting at 12:29 PM



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## Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief

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**Agenda Item Name:** McKay High School CLEAR Grant Request

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:** McKay High School AP Environmental Science students are looking to participate in a field-based learning experience at the Hatfield Marine Science Center and the Mt. St. Helens Institute. Students will compare water quality in the local McKay High School watershed with an Oregon coast estuary, learning about wetlands, estuaries, and restoration ecology. They will also explore environmental science career pathways.

The experience includes an overnight stay at Mt. St. Helens, where students will study sustainable land use, public land management, and the importance of protecting shared natural resources.

**Population Served:** Approximately 30, 11<sup>th</sup> and 12<sup>th</sup>-grade students and 3–4 adult chaperones

**Requested Funds:** \$3,124

- \$850 for instructional costs
- \$1,974 for substitute teacher costs
- \$300 for transportation fees

**Additional Information:**

Instructional fees are \$400 at Hatfield Marine Science Center and \$450 at the Mt. St. Helens Institute. The Mt. St. Helens Institute will provide 90% financial assistance, with the remaining 10% covered by this request. Substitute costs are \$329 per full day. Four substitutes are needed for the Hatfield trip and three for the Mt. St. Helens field trip. Remaining costs for an additional substitute required for Hatfield due to a higher chaperone-to-student ratio will be covered using club account funds.

**Requested Action:**

Fund the full \$3,124 request to support McKay High School AP Environmental Science students' field trips.

**Proposed By:**

Kassi Roosth



## Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief

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**Agenda Item Name:** Redeemer Community Garden CLEAR Grant Request

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:** Redeemer Lutheran Church would like to host a one-day workshop on April 11th that will provide hands-on soil and composting instruction for community gardeners, including improving soil health, recycling organic materials, boosting garden productivity, and repurposing free resources. Instruction will be offered in English and Spanish with live translation and handouts. Eleven compost bins will be purchased and provided to individual gardeners.

Project partners include Marion SWCD, Highway Fuel Company, and Marion County Master Gardeners. MSWCD staff Kassi Roosth and Cesar Zamora will support the project by providing translation services, assisting with workshop planning, and helping deliver content.

**Population Served:** 17 individual gardeners, 9 of whom are Spanish-speaking only. Most are low-income families. Some may bring their families; about six school-age children of all ages.

**Requested Funds:** \$1,480

- \$1,430 for purchase of compost bins
- \$50 for copying instruction materials

**Additional Information:** \$250 of in-kind match is being provided in supplies and materials.

**Requested Action:** Recommend funding the \$1,480 request to support supplies and materials for the composting workshop at Redeemer Community Garden.

**Proposed By:** Kassi Roosth



## Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief

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**Agenda Item Name:** Miller Elementary CLEAR Grant Request

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:** Miller Elementary School proposes bringing in a guest presenter through the City of Salem’s Youth Environmental Education Program (YEEP). YEEP presentations focus on local wildlife, ecology, and conservation, including hands-on activities, science talks, and lessons on environmental stewardship. Students learn how water quality affects plants and animals, how human activity impacts natural waterways, and ways to be better stewards of water. Each classroom may have two presentations per year, followed by a field trip to Willamette Mission State Park for 2nd–5th grade students to explore natural spaces and extend their learning with YEEP-guided activities.

Marion SWCD Staff, Kassi Roosth will participate in the two field trips to Willamette Mission State Park to help facilitate instructional time with students.

**Population Served:** 345 students from a low-income, Title I school in Southeast Salem

**Requested Funds:** \$3,010

- \$650 for classroom presentations (YEEP) for 26 classrooms at \$25 each, with \$300 covered through another grant
- \$840 for Educational Discovery hikes with YEEP teacher at \$4 per student for 210 students
- \$1,520 for bus transportation to Willamette Mission State Park for 2nd–5th graders

**Additional Information:** \$300 of in-kind support is provided through the City of Salem Watershed Protection and Preservation Grant

**Requested Action:** Recommend funding the full request of \$3,010 to support classroom presentations and field trips for Miller Elementary students.

**Proposed By:** Kassi Roosth



## Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief

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**Agenda Item Name:** Oregon Agricultural Trust CLEAR Grant Request

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:** Oregon Agricultural Trust (OAT), in partnership with Chemeketa Community College (CCC), will host a full-day, in-person workshop on the connection between soil health, conservation, and farm business success. Titled “Good for the Soil, Good for Business,” the six-hour workshop will take place in November and will feature an expert keynote speaker, a hands-on soil lab, and partner updates from Marion SWCD, ODA, OWEB, and others. Presentations will cover conservation as a revenue stream, a sustainability certifications panel with Salmon Safe, Oregon Tilth, Homegrown by Heroes, and strategies for marketing conservation labeling. Participants will receive take-home soil testing kits, and OAT will offer optional one-on-one technical assistance to support producers in implementing soil health and conservation practices on their farms.

**Populations Served:** 50 Marion County Agriculture Producers

**Requested Funds:** \$5,000

- \$1,650.00 will be used for workshop supplies and materials, including:
  - \$625.00 for workshop and continuing education handouts & printing.
  - \$1,025.00 for participant take-home learning kits for soil testing and applied learning.
- \$3,350.00 in CLEAR grant funds will be used for instruction costs, including:
  - \$2,650.00 will support OAT’s Ag Business Support Program Director’s salary and fringe for planning, promotion, delivery, and follow-up support, based on an anticipated 60 hours at a rate of \$66.50/hour, for a total cost of \$3,990.00; the remaining amount will be provided as match funding.
  - \$500.00 for workshop presenters.
  - \$200.00 for an instructor-led, hands-on soil lab at CCC.

**Additional Information:**

OAT will provide match funding of \$625.00 for workshop handouts and educational materials; \$1,025.00 for participant take-home learning kits; \$1,340.00 toward staff salary and fringe; and \$500.00 for workshop presenters.

**Requested Action:**

Recommend fully funding the CLEAR grant request of \$5,000 for the Oregon Agricultural Trust to host a soil health workshop at Chemeketa Community College.

**Proposed By:** Kassi Roosth



## Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief

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**Agenda Item Name:** CLEAR Grant Budget and Awards for FY 25-26

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:**

1. Current Budget and Awards

- FY 25-26 Budget: \$50,000
- Previously Awarded: \$38,299.35
- Requested This Cycle: \$12,314

2. Funding for This and Next CLEAR Grant Cycle

- If all applications this cycle are approved, total funding will be awarded, and an additional \$613.35 will need to be transferred to cover all requests.

Current CLEAR grant application deadlines are being advertised as:

- September 2, 2025
- November 4, 2025
- February 3, 2026
- April 7, 2026

**Requested Action:**

Recommend that the Board transfer an additional \$10,000 to the CLEAR grant to cover the E&O Committee's funding recommendations for the current cycle and to allow for a final cycle this fiscal year.

**Proposed By:**

Kassi Roosth



**Marion Soil and Water Conservation District  
Education and Outreach Committee Meeting – Agenda Item Brief**

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**Agenda Item Name:** Schedule Upcoming Committee Meeting Dates

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:**

1. Reschedule April 21<sup>st</sup> Meeting (Proposed Date: April 13<sup>th</sup>)
2. Determine CLEAR Grant and Committee Meeting Dates for FY 26-27

<b>CLEAR Deadline</b>	<b>E&amp;O Committee Meeting</b>
<b>8/25/2026</b>	<b>9/8/2026</b>
<b>10/27/2026</b>	<b>11/10/2026</b>
<b>1/26/2027</b>	<b>2/9/2027</b>
<b>3/30/2027</b>	<b>4/13/2027</b>

**Requested Action:**

Reschedule the upcoming April 21<sup>st</sup> meeting to April 13<sup>th</sup>. Meet on the second Tuesday of the month from 11:00 a.m. to 12:30 p.m. for FY 2026–2027, in September, November, February, and April.

**Proposed By:** Kassi Roosth



## Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief

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**Agenda Item Name:** Salmon Watch FY 2025-26 Grant Report

**Date:** February 17<sup>th</sup>, 2026

### **Agenda Item Brief:**

Salmon Watch is a hands-on, science-based field trip program that connects 3rd–12th grade students with salmon biology, watershed ecology, and real-world environmental science through outdoor learning experiences. Marion SWCD administers Salmon Watch field trips for students in Marion County to witness spawning salmon in action. Field trip season runs from mid-September to early October. The program relies on volunteers to make this opportunity available to our youth.

### **Educator Feedback Summary**

Teachers expressed strong appreciation for the Salmon Watch program, noting its alignment with science standards, its ability to provide hands-on learning experiences beyond the classroom, and the high level of student engagement and excitement. Educators also highlighted the program’s organization and coordination and reported returning annually due to its educational value.

### **Teacher Feedback and Program Value**

- › “My students really loved the experience, and the communication and coordination were excellent. It was the smoothest run Salmon Watch trip by far.”
- › “Opportunities like Salmon Watch are invaluable and make the content so much more tangible and accessible for students.”
- › “Our students study ecosystems, keystone species, and riparian zones, and this field trip provides learning opportunities we cannot replicate in the classroom.”
- › “Students and staff love this field trip and return to school excited about what they learned. It’s a great way to start the year and show the value of science.”
- › “Several teachers participate year after year because it aligns so well with science standards and provides a fun, real-world learning experience.”

<b>Grant Program FY 2025-26 Summary</b>	
Total Grant Funding Awarded	\$12,194.85
Schools Awarded Funding	10
Students Served	509
Class Levels Served	Grades 4, 5, 6, 7, 8, 10, 11, 12
Total Transportation Costs*	\$8,782.25
Total Substitute Teacher Costs*	\$4,058.24

*\*Actual costs submitted by schools; any expenses exceeding the grant award were covered by the participating schools.*

<b>Field Trip Program FY 2025-26 Impact Summary</b>	
Field Trips Conducted	12
Student Groups Served	18
Participating Schools	17
Students Served	~605
Volunteers Engaged	26
Volunteer Shifts Filled	86
Total Volunteer Hours	516 hours
Estimated Value of Volunteer Time*	\$17,951.64

*\*Volunteer value calculated using the Independent Sector national rate of \$34.79/hour (2026), with an estimated 6 hours per volunteer per field trip.*



## **Marion Soil and Water Conservation District Education and Outreach Committee Meeting – Agenda Item Brief**

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**Agenda Item Name:** District Process for Mailers to Targeted Audiences

**Date:** February 17<sup>th</sup>, 2026

**Agenda Item Brief:**

The district uses targeted mailers (postcards) as a strategic outreach tool to inform specific audiences about conservation issues, programs, and events. Mailers are typically deployed for time-sensitive topics, priority conservation concerns, or outreach to landowners in defined geographic areas.

**Mailer Purpose and Design**

Mailers are developed to provide clear, actionable information in a concise, visually engaging format. Key objectives include raising awareness, directing recipients to District resources or events, and encouraging participation in conservation programs. Design is led by the Communications and Outreach Specialist, with input from Conservation Planners and the Environmental Education Specialist to ensure technical accuracy and alignment with District messaging. Content is tailored to the target audience and reviewed internally prior to printing.

**Mailing Process**

Target audiences are identified using geographic data, program participant lists, or priority conservation areas (e.g., landowners near a pest infestation; Strategic Implementation Area [SIA]). Mailing lists are generated using GIS, internal contact lists, or a combination of the two. Postcards are printed through a contracted printing service and mailed via USPS. The contracted printing service is responsible for all printing and mailing service tasks. The Communications and Outreach Specialist coordinates timelines, vendor communication, and internal approvals after receiving approval from the District Manager.

**Mailing Process Update: 1/28/26**

Due to the expiration of the District's previous in-office printing services contract, a new contract has been executed, and an upgraded printing device has been installed. This upgrade allows the District to produce mailers in-house. Mailing service and distribution expenses are currently being evaluated to identify the most cost-effective options for delivering targeted outreach to Marion County audiences while maintaining timely and effective communication.