



Agenda

North Clackamas School Board
Thursday, September 8, 2022 - 5:15 PM
Board Room
12400 SE Freeman Way
Milwaukie, OR 97222

Times listed on the agenda below are only estimates and may be adjusted.

EXECUTIVE SESSION

Convened under Oregon Laws ORS 192.660 (2)(b) (To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public employee).

NOTICE TO MEDIA: ORS 192.660 (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2). Representatives of the news media who are permitted to attend executive sessions are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.

5:45 Adjourn Executive Session

EXECUTIVE SESSION

Convened under Oregon Laws ORS 192.660 (2)(f) (To consider information or records that are exempt by law from public inspection).

NOTICE TO MEDIA: ORS 192.660 (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2). Representatives of the news media who are permitted to attend executive sessions are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.

6:15 Adjourn Executive Session

OPEN SESSION

6:30 Call to Order	
Native Land Acknowledgement	3
Flag Salute	
Minutes - August 25, 2022	4
Consent Agenda	
A. Employment Changes	1

6:35	Community Comments	
6:50	1. Superintendent's Report - New Administrator Introductions Presenter: Shay James	
7:10	2. Board Reports	
7:20	3. National Hispanic American Heritage Month - Proclamation Presenter: Mitzi Bauer	6
7:30	4. Budget Committee Calendar - Discussion Presenter: Matt Makara	8
7:40	5. Budget Committee Vacancies - Discussion Presenter: Matt Makara/Jena Benologa	10
7:50	6. Quarterly Financials - Report Presenter: Matt Makara	16
8:00	7. Policy Revision - Action Presenter: Tiffany Shireman	20
8:10	8. Level Three Grievance Determination - Action Presenter: Mitzi Bauer	23
8:20	9. Step Three Appeal to the Board Pursuant to KL-AR (Public Complaint Procedure) - Action Presenter: Mitzi Bauer	24
8:30	Adjourn	



Native Land Acknowledgment

We acknowledge the land on which we sit and which we call the North Clackamas School District rests on the traditional and indigenous lands and village sites of the Native peoples of the Kalapuya, Chinook, Molalla, and the Clackamas. We take this opportunity to offer gratitude for the ability to learn, work, and be a community on this land, and we offer thanks to the original caretakers of this region. We recognize the historic policies of colonization, genocide, relocation, and assimilation that affected Indigenous and Native families both past and present and that will affect those in the future, and honor the resilience and revitalization of our Indigenous and Native communities. We pay our respects to the Elders, both past and present, who have been the stewards of this land throughout the generations.

**NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS GOVERNANCE MEETING
August 25, 2022
Board Room**

With due notice having been given and a quorum present, Chair Mitzi Bauer convened open session at 5:47 p.m. with the following members present:

Mitzi Bauer	–	Chair
Jena Benologa	–	Vice Chair
Steven Schroedl	–	Director (virtual)
Kathy Wai	–	Director (virtual)
Libra Forde	–	Director (virtual)
Shay James	–	Superintendent
Donna Collingwood	–	Board Secretary

Also present were Ivonne Dibblee, Tiffany Shireman, Michelle Riddell, and Matt Makara. District employees and community members were provided a Zoom link in addition to the in person option.

Vice Chair Benologa read the Native Land Acknowledgement. Chair Bauer led the Pledge of Allegiance.

Effective School Board Practices - Kristin Miles, Oregon School Board Association, gave a presentation to the Board discussing meeting protocols, crucial conversations, and tools for collaboration and growth.

R22/23-11 **Minutes** – Jena Benologa moved, Kathy Wai seconded the motion to approve the minutes of the regular Board Meeting held August 11, 2022.

Motion passed unanimously, 4-0. Steven Schroedl was not present at time of vote.

R22/23-12 **Consent Agenda** – Kathy Wai moved, Jena Benologa seconded the motion to adopt the consent agenda as recommended:

Employment Changes - Approve employment changes as listed, with a copy of the list made as part of the official minutes, as recommended by the Executive Director of Human Resources:

- Administrative appointments
- Licensed appointments, transfers, leaves, and terminations

Preschool Promise Grant -

- Approve request to apply for, appropriate, and expend grant funds for the Preschool Promise Grant and the addition of a NCSD preschool program.

Motion passed unanimously, 4-0. Steven Schroedl was not present at time of vote.

Board Processes and Protocols- Larry Didway, Clackamas ESD, gave a presentation and discussed board processes and protocols with board members.

There being no further business to come before the Board, the meeting adjourned at 7:44 p.m.

Unapproved

Draft

PROCLAMATION:
HISPANIC & LATINO HERITAGE MONTH

ACTION
Agenda Item #3
September 8, 2022

SUPERINTENDENT'S RECOMMENDATION:

That the Board adopt the proclamation recognizing September 15 through October 15, 2022 as Hispanic and Latino Heritage Month in North Clackamas School District.

ORIGINATED BY:

Annual item.

BACKGROUND:

Each year, National Hispanic Heritage Month is observed from September 15 to October 15, by celebrating the histories, cultures and contributions of those whose ancestors came from Central and South America, Mexico, the Caribbean, and Spain whose rich culture and history are important to recognize in how they identify as either Hispanic or Latino.

The observation started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15. It was enacted into law on August 17, 1988, on the approval of Public Law 100-402.

The day of September 15 is significant because it is the anniversary of independence for the countries of Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on September 16 and September 18, respectively.

ATTACHMENTS:

Proclamation

PRESENTER:

Mitzi Bauer, Board Chair



Hispanic & Latino Heritage Month

in

North Clackamas School District

WHEREAS, each year, the United States observes National Hispanic Heritage Month by celebrating the culture, heritage and countless contributions of those whose ancestors were indigenous to North America as well as those who came from Central and South America, Mexico, the Caribbean, and Spain; and

WHEREAS, what began in 1968 as Hispanic Heritage Week under President Johnson and was expanded by President Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15; and

WHEREAS, this year's theme, "Unidos: Inclusivity for a Stronger Nation" invites us to celebrate Hispanic Heritage and to reflect on how great our tomorrow can be if we hold onto our resilience and hope; and

WHEREAS, although too numerous to recognize individually by name, Hispanic and Latino individuals serve as civil rights leaders and community organizers, politicians, soldiers, educators, journalists, first responders, pioneers in art and science, healthcare professionals, athletes, inventors, entertainers and so much more; and

WHEREAS, Hispanic and Latino individuals continue their rich history of significant and diverse contributions to the cultural, educational, economic and political vitality of our communities;

NOW, THEREFORE, BE IT RESOLVED, that the North Clackamas School District hereby proclaims September 15th – October 15th, 2022 as Hispanic & Latino Heritage Month and encourage all residents to honor the rich diversity of the Hispanic and Latino communities and celebrate the many ways they contribute to our nation and society.

Adopted this 8th day of September, 2022.

Signed:

Chair, Mitzi Bauer, School District Board of Directors

**NORTH CLACKAMAS SCHOOL DISTRICT 2023-2024
BUDGET CALENDAR**

DISCUSSION
Agenda Item #4
September 8, 2022

SUPERINTENDENT'S RECOMMENDATION:

Staff recommends approval of 2023-2024 Budget Calendar.

ORIGINATED BY:

As provided by law, the Board will annually adopt a budget calendar, which will identify dates and deadlines required for the legal presentation and adoption of the budget.

BACKGROUND:

The proposed calendar includes informational meetings scheduled in March and April 2023. The first Budget Committee Meeting will begin on May 2, 2023, followed by an additional meeting scheduled (if needed) for May 16, 2023. Adoption of the budget is scheduled for June 8, 2023 at the regular monthly meeting of the Board.

ATTACHMENTS:

Budget Calendar 2023-2024 Budget

PRESENTER / STAFF CONTACT:

Matt Makara, Executive Director of Finance and Business Services



**NORTH CLACKAMAS SCHOOL DISTRICT
2023-2024 BUDGET CALENDAR**

<u>Date</u>	<u>Activity</u>
September 8, 2022 (Thursday)	REGULAR BOARD MEETING Proposed Budget Calendar presented to Board
September 22, 2022 (Thursday)	REGULAR BOARD MEETING Approval of budget calendar and announce budget committee vacancies and/or reappoint previous members
November 17, 2022 (Thursday)	REGULAR BOARD MEETING Appoint budget committee members, if necessary
March 14, 2023 (Tuesday)	BUDGET COMMITTEE INFORMATIONAL MEETING
April 4, 2023 (Tuesday)	BUDGET COMMITTEE INFORMATIONAL MEETING
April 18, 2023 (Tuesday)	BUDGET COMMITTEE INFORMATIONAL MEETING
April 19, 2023	Publish first notice of May 2, 2023 Budget Committee Meeting
April 26, 2023	Publish second notice of May 2, 2022 Budget Committee Meeting on District website
May 2, 2023 (Tuesday)	<u>1st OFFICIAL BUDGET COMMITTEE MEETING</u> Budget message presented, public testimony
May 5, 2023	Publish notice of May 16, 2023 Budget Committee Meeting on District website
May 16, 2023 (Tuesday)	<u>2nd BUDGET COMMITTEE MEETING (if needed)</u> District presents information in response to questions, public testimony, approval of budget and tax levies
May 31, 2023	Publish notice of June 8, 2023 Budget Hearing (ORS 294.438)
June 8, 2023 (Thursday)	REGULAR BOARD MEETING Public meeting (Budget Hearing) on 2023-2024 Budget (ORS 294.456) Enact resolutions adopting 2023-2024 budget, make appropriations, declare the permanent tax rate to be imposed and categorize taxes. Establish the construction excise tax rate.
July 14, 2023	Provide notice of property tax and intent to impose a tax to County Assessor for Fiscal Year 2023-2024
August 15, 2023	Submission of electronic budget to the Oregon Department of Education

Meetings may be held virtually or in person. All meetings begin at 6:30 pm.
(Please Note: Additional meetings may be scheduled, as needed.)

BUDGET COMMITTEE VACANCIES

DISCUSSION
Agenda Item #5
September 8, 2022

SUPERINTENDENT’S RECOMMENDATION:

Declare Budget Committee appointed positions 8 and 9 vacant, and proceed with the application process for positions 8, 9 and the previously vacated position 12.

BACKGROUND:

Board Policy DBEA – Budget Committee outlines the eligibility for Board-appointed Budget Committee members. The policy states, “At a regular meeting the Board will identify vacant budget committee positions, which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons or choose to reappoint any eligible members.” The policy also states that persons may only serve two consecutive three-year terms as a Budget Committee member.

For the budget year 2023-2024 there are three expired Budget Committee positions:

<u>Position</u>	<u>Member</u>	<u>Reason for Vacancy</u>	<u>Reappointment Status</u>
8	Havilah Ferschweiler	1 st Term expired June 30, 2022	Eligible / Declined
9	Vainu Rao	2 nd Term expired June 30, 2022	Not Eligible

In addition to these two vacancies, the Board has previously declared a vacancy for position 12.

<u>Position</u>	<u>Member</u>	<u>Reason for Vacancy</u>	<u>Reappointment Status</u>
12	Matt Makara	Resignation	Vacancy approved 7/7/22

The District typically announces vacancies through a local newspaper, Facebook, Parent Square, and posting on the district website.

Time is set aside during this agenda item for Board members to share with the Board Chair and Vice Chair what features they would like to see in the application, interview, questions, and selection process.

A possible timeline for the application, interview and selection process is as follows:

Thursday, September 22, 2022	Declare the budget committee positions vacant
Friday, September 23, 2022	Open positions for application and post vacancies as listed above
Friday, October 14, 2022	Close application window
Thursday, November 3, 2022	Schedule special meeting to interview applicants
Thursday, November 17, 2022	Appoint Budget Committee members at regular Board meeting

ATTACHMENTS:

[Policy DBEA - Budget Committee](#)

Proposed Draft Budget Committee Application Form

PRESENTER / STAFF CONTACT:

Matt Makara, Executive Director of Finance & Business Services

Jena Benologa, Vice Chair



Code: DBEA
Adopted: 10/16/08
Revised/Readopted: 9/16/10; 3/17/11; 9/27/18
Orig. Code: DBEA

Budget Committee

Purpose and Function of the Budget Committee

By law, the budget committee is charged with decision-making concerning financial priorities. The budget committee will approve an estimated budget document for submission to the Board.

The budget committee will have the responsibility of reviewing the financial program of the district, reviewing the proposed district budget as presented by the superintendent, and approving an annual district budget in keeping with the provisions of applicable state laws.

Educational policy decisions, however, are the responsibility of the Board, not the budget committee. The committee does not have the authority to add or delete programs. Nor do they have staffing or salary/benefit setting authority. The committee will determine levels of spending. The committee may set an amount to be cut from the budget and request that administration make such reductions in accordance with priorities set by the Board.

Organization, Membership and Terms of Office

The budget committee consists of seven members appointed by the Board plus the elected Board members. To be eligible for appointment, the appointive member must: (1) live in the district during appointed term; (2) not be an officer, agent or employee of the district. No budget committee member may receive any type of compensation from the district.

At a regular meeting the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons or choose to reappoint any eligible members. If applications are solicited for the vacant positions, the Board will consider the applications and, may appoint members to fill the vacant positions.

The appointive members of the budget committee will be appointed for terms of three years. No person may serve more than two consecutive terms as an appointive budget committee member. The terms will be staggered so that approximately one-third of the terms of the appointive members end each year. If any appointive member is unable to complete the full term as appointed, the Board will announce the vacancy at the first regular Board meeting following the resignation or removal of the committee member. An appointment to an existing unexpired term shall not be considered part of a complete three-year term. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting or during the regular selection process if no budget meetings are scheduled prior.

Presiding Officer and Orientation of Budget Committee

At its first official meeting to receive the proposed budget, the budget committee will elect a chair and vice chair from among its appointed or elected members. It may also establish such other ground rules as it deems necessary for successful operation of the committee.

The budget committee may request of the superintendent (or designee) or the chief financial officer any information used in the preparation of or for use in revising the budget document. The committee may request the attendance of any district employee at its meetings.

Budget Calendar

The Board will annually adopt a budget calendar which will identify dates and deadlines required for the legal presentation and adoption of the budget.

The superintendent or designee will prepare and recommend a proposed budget calendar for Board approval. Such calendar will identify dates and activities which comply with state law.

Meetings of the Budget Committee

As provided by law, the committee will hear the budget message presented by the superintendent, receive the budget document, listen to comments and suggestions by patrons, and announce the time and place for its future meetings.

All meetings of the budget committee are open to the public.

Final Action

The budget committee will approve the budget document as submitted by the superintendent or as subsequently revised by the committee.

After approval of the original or revised budget document, the budget committee's official duties cease. The hearing on the approved budget is held by the Board. After a public hearing on the budget and any modifications of the budget deemed necessary, the Board will approve the proper resolutions to adopt and appropriate the budget.

END OF POLICY

Legal Reference(s):

[ORS 174.130](#)

[ORS 192.610 - 192.710](#)

[ORS 294.305 - 294.565](#)



2022 APPLICATION FOR BUDGET COMMITTEE

Position Information:

Requirements: Applicant must reside within North Clackamas School District boundaries and not be an officer or employee of the district.

Please check box to confirm that you meet the requirements stated above.

Length of Term: 3-year term position, ending June 30, 2025.

Duties: The fourteen Budget Committee members review unit budgets, hear the budget message, receive the budget document, hear comments from residents, approve the budget document, and approve the district’s maximum spending level for the year. Meetings (each lasting 2-3 hours) held in 2023 will be held on the following Tuesday evenings: March 14, April 4, April 18, May 2 and May 16.

Application Procedure – complete items below

1. Complete questionnaire and email to the Board at board@nclack.k12.or.us, or mail to the above address by 4:00 p.m. Friday, October 14, 2022.
2. Record an introduction video using Zoom. If you are not currently a Zoom user, you will need to sign up for a free account.
 - Please state your name and briefly describe your connection to the District (i.e., parent, business owner, community member)
 - Does the current school district budget reflect the needs of the North Clackamas School District? Who benefits most and who needs more support?
 - Tell us how you think the budget planning should align with the district’s strategic plan? (Please include the district’s focus on equity, relationships, integrity, empowerment and care in your response.)

This video should be limited to no more than 15 minutes in overall length.

Once your recording has been completed, please attach it to an email and send it to board@nclack.k12.or.us.

Please contact the Superintendent’s office, 503-353-6000, with any technical issues you may encounter including if a space at the district office with a laptop to use would be helpful.

Videos must be received by 4:00 p.m. Friday, October 14, 2022 to be considered.

The Board of Directors will conduct interviews on November 3, 2022. Please save 5:00 – 8:00 p.m. on your calendar for that date. Interview times will be assigned to candidates selected for an interview. The Board will appoint new committee members at the November 17, 2022 Board meeting.

Applicant Signature: _____ **Date:** _____

The North Clackamas School District Board of Directors appreciates your interest in this position. This document and the interview process are available to the public.



North Clackamas School District
12400 SE Freeman Way
Milwaukie, Oregon 97222

2022 Questionnaire for Budget Committee Application

Name: _____ Home Phone: _____
Address: _____ Cell Phone: _____
_____ Bus. Phone: _____
Email: _____

You may type or write your answers directly onto this form or on a separate piece of paper.

1. Please briefly outline why you want to serve on the Budget Committee:

2. What characteristics, qualities, experiences, or knowledge will you contribute to the committee?

3. Other information you want to provide:

QUARTERLY FINANCIAL REPORT

REPORT
Agenda Item #6
September 8, 2022

SUPERINTENDENT’S RECOMMENDATION:

Information presented for review and discussion.

BACKGROUND:

Financial Highlights:

The 2021-22 General Fund ending balance is projected to be approximately \$45.6M, or 16.77% of revenues and \$1.4M less than the prior year. The district is in a solid financial position this fiscal year due to increased state funding and the tremendous support of our community with the local option levy.

The beginning fund balance on the attached Quarterly Financial Report has been adjusted to reflect the fund balance changes between the **Budget**, which was the best estimate during the budget development process in the spring, and the **Activity** columns. The projected ending fund balance for 2021-22 continues to be within the Board approved amount.

Notes:

Forecast for total revenue has been increased by \$5.4M, with increases in the following categories; the State School Fund has been increased by \$3.5M from the last projection to account for final year-end adjustments for the 2020-2021 school year, Property Taxes were higher than forecasted by \$540K, and revenue from Clackamas ESD was increased by \$414K. Revenue from High-Cost Disability Grant has been decreased by \$306K as a result of fewer placements than initially anticipated.

Forecast for total expenditures have been increased by \$350K. Salaries have been decreased by \$1.2M from the last projection as a result of Virtual Online Program expenses being moved to ESSR, and Purchased Services have decreased by \$1.3M from the previous forecast. Supplies & Materials have increased by \$2.3M over the last forecast due to large technology purchases, the majority of which will be re-imbursed. The forecast for Benefits were increased by \$700K.

Investment Report:

Investment of Funds is outlined in NCSD Policy DFA, requiring quarterly investment information reporting to the Board. The Local Government Investment Pool (LGIP) is one of the primary institutions used for district investments, producing the highest interest rate for short-term investments at this time. The current interest rate is .55% as of June 30, 2022.

In accordance with NCSD Policy DFA and DFA-AR Investment of Funds, attached is the quarterly report containing information about the investment portfolio as of June 30, 2022.

The Investment Portfolio Summary report is a summary of all fixed income investments, the LGIP, bank checking accounts and bank “money market” account balances. The combined portfolio contained \$124.7M at a weighted average nominal rate of return of 0.30%. This report

recaps the percentage of the portfolio invested in each category (i.e. US Government Treasury investments, US Government Agency investments, Corporate Notes) and compares to policy percentage restrictions. As of June 30, 2022 all categories were in compliance with Board Policy. This report also provides the weighted average yield by issuer.

The investments shown on the previous Investments by Fund and Maturity Date attachment all matured during the 4th quarter, and as a result that report is not applicable to the quarterly results being presented.

ATTACHMENTS:

Quarterly Financial Report
Investment Portfolio Summary

PRESENTER / STAFF CONTACT:

Matthew J. Makara, Executive Director of Finance & Business Services

North Clackamas School District No. 12
Quarterly Financial Report
General Fund
For the Period Ended June 30, 2022

	Budget	2021 - 2022 Activity			
	Adopted Budget 2021-22	YTD Actuals Through 6-30-2022	Encumbrances Through 6-30-2022	Actuals Including Encumbrances	Forecast Through 6-30-2022
REVENUES:					
Beginning Fund Balance (BFB)	\$ 34,251,471	\$ 46,990,397	\$ -	\$ 46,990,397	\$ 46,990,397
State School Fund:					
State Funds	113,661,485	117,168,430	-	117,168,430	117,168,430
Property Taxes	75,100,000	75,639,733	-	75,639,733	75,639,733
Local Option Levy	19,920,200	19,955,572	-	19,955,572	19,955,572
Federal Forest Fees	-	58,709	-	58,709	58,709
Common School Fund	1,636,021	1,896,875	-	1,896,875	1,896,875
County School Fund	-	45,846	-	45,846	45,846
High Cost Disability Grant	2,000,000	1,444,051	-	1,444,051	1,444,051
Investment Earnings	600,000	229,940	-	229,940	229,940
Intermediate Sources-CESD	2,700,000	3,113,578	-	3,113,578	3,113,578
Other Services and Fees	4,347,381	5,444,944	-	5,444,944	5,444,944
Transfers-in	-	-	-	-	-
Subtotal Revenues excluding BFB	\$ 219,965,087	\$ 224,997,677	\$ -	\$ 224,997,677	\$ 224,997,677
Total Revenues including BFB	\$ 254,216,558	\$ 271,988,075	\$ -	\$ 271,988,075	\$ 271,988,075
EXPENDITURES:					
Salaries	\$ 115,637,560	\$ 117,983,196	\$ -	\$ 117,983,196	\$ 117,983,196
Benefits	75,170,506	66,327,775	-	66,327,775	66,327,775
Purchased Services	26,599,850	25,304,331	-	25,304,331	25,304,331
Supplies & Materials	7,529,189	9,810,047	-	9,810,047	9,810,047
Capital Outlay	220,000	197,300	-	197,300	197,300
Dues and Fees	1,680,474	1,714,753	-	1,714,753	1,714,753
Transfers-out	5,674,379	2,924,379	2,120,000	5,044,379	5,044,379
Subtotal Expenditures	\$ 232,511,958	\$ 224,261,780	\$ 2,120,000	\$ 226,381,780	\$ 226,381,780
CONTINGENCY:	\$ 21,704,600	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 254,216,558	\$ 224,261,780	\$ 2,120,000	\$ 226,381,780	\$ 226,381,780
*Projected Ending Fund Balance on 6-30-22					\$ 45,606,295
Projected Ending Fund Balance as a Percentage of Forecasted Revenue at 6-30-2022					16.77%



Investment Portfolio Summary
6/30/2022

Issuer	Book Value	Percentage of Portfolio	Maximum allowed per Policy	Over	Weighted Ave Yield
US Gov't Treasuries					
	\$ -	0.00%	100%		0.00%
Sub Total	\$ -	0.00%	100%		
Municipalities					
	\$ -	0.00%	25%	N/A	
Sub Total	\$ -	0.00%	25%		
US Gov't Agencies					
	\$ -	0.00%	25%	N/A	0.00%
Sub Total	\$ -	0.00%	100%	N/A	0.00%
Corporate Notes					
	\$ -	0.00%	5%	N/A	0.00%
Sub Total	\$ -	0.00%	35%	N/A	0.00%
Total Investment Portfolio					
	\$ -	0.00%			0.00%
Banks/Money Market					
US Bank - Bond Checking	\$ 2,903,296.54	2.33%			
Umpqua Bank MMKT - Fund 420	\$ 15,735,699.74	12.62%			0.25%
Washington Federal MMKT - Fund 100	\$ 20,413,482.64	16.38%			0.15%
US Bank - General Checking	\$ 37,364,946.21	29.98%			
Sub Total - banks	\$ 76,417,425.13				
LGIP 3581 Bond Fund 420	\$ 1,487,551.68		<u>LGIP Limit</u>	<u>Under/Over</u>	0.55%
LGIP 4904 General Fund 100	\$ 46,745,063.15				0.55%
Total Cash and Equivalents	\$ 48,232,614.83	38.69%	52,713,000	4,480,385	
Grand Total					
	\$ 124,650,039.96				0.30%

POLICY REVISION

ACTION
Agenda Item #7
September 8, 2022

RECOMMENDATION:

Approval of the attached policy revision of NCSD Board Policy BDDH.

BUDGET IMPACT/SOURCE OF FUNDS:

There are no known or anticipated increases to costs with the proposed policy change.

ATTACHMENTS:

Drafts of the following policy to review:

Policy	Title	Reason
BDDH	Public Comment	During the Governance meeting on August 25, 2022 the Board arrived at consensus to revise the Public Comment policy to: <ul style="list-style-type: none">• modify the length of public comments to two minutes, and• institute a prioritization system for public comment speaker order that gives first priority to students.

PRESENTER / STAFF CONTACT:

Tiffany Shireman, Chief of Staff



Code: BDDH
Adopted: 6/19/86
Revised/Readopted: 1/20/11; 2/24/18; 9/09/21
Orig. Code: BDDH

Public Comment at Board Meetings

All meetings of the Board, with the exception of executive sessions, will be open to the public. The Board invites community members of the district to attend Board meetings so that they may become acquainted with the program and operation of the district. Members of the public are also encouraged to share their ideas and opinions with the Board when appropriate. Members of the public are not permitted to engage in conduct that interferes with the ability of the Board to conduct its business.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. An individual with a disability will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids¹ and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. The district requests that all auxiliary aids and/or service requests be made with at least 48 hours notice to ensure appropriate accommodations can be secured. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue burdens, alternative, equally effective means of communication will be used as determined by the district.

Procedures for Public Comment at Meetings

During a Board meeting session that is open to the public, members of the public may be invited to present comments during the designated portion of the agenda for a designated allotment of time.

In order to assure that persons who wish to appear before the Board may be heard and, at the same time, conduct its meetings properly and efficiently, the Board adopts the following procedures and rules pertaining to public comment at Board meetings:

1. Any individual desiring to speak may indicate their desire by submitting their name, city of residence, either email address or phone number, and the group, if any, that is represented on the sign-in sheet or online form prior to the Board meeting;
2. A speaker should give their name, city of residence, and the group, if any, that is represented and will limit their presentation to ~~two~~three minutes. If there are more patrons desiring to present comments than time allotted, the Board Chair has the authority to reduce the presentation time for

¹Auxiliary aids include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Brailled materials and large print.

individual speakers or institute a prioritization process with **first priority to students and then** attention to order of sign up and city of residence.

3. Speakers may offer objective criticisms of district operations and programs that are of a concern to them. The Board is restricted from hearing, and will not consider complaints regarding any individual district staff member or any person connected with the district.
4. As an organization centered around youth and their positive development, all speakers will model respectful public comment and be mindful of civil discourse.
5. The Board vests in its chair or other presiding officer authority to terminate the remarks of any individual when those remarks do not adhere to the rules established in this policy.

Petitions

Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)

[ORS 192.610 to -192.690](#)

[ORS 165.540](#)

[ORS 332.057](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Americans with Disabilities Act Amendments Act of 2008.

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Cross Reference(s):

KC - Community Involvement in Decision Making

LEVEL THREE GRIEVANCE APPEAL

ACTION
Agenda Item #8
September 8, 2022

RECOMMENDATION:

This time has been set aside for the Board to take action on the level three grievance appeal.

ORIGINATED BY:

NCEA Grievance appeals filed on November 2, 2021 and November 11, 2021.

BACKGROUND:

On November 2, 2021 the complainant filed four grievance appeals and on November 11, 2021 filed one grievance appeal regarding a complaint filed against him and subsequent disciplinary action that was taken.

PRESENTER CONTACT:

Mitzi Bauer, Board Chair

STEP THREE APPEAL TO THE BOARD PURSUANT TO COMPLAINT PROCEDURES

ACTION
Agenda Item #9
September 8, 2022

RECOMMENDATION:

Discuss and decide to hear or not hear the complaint appeal.

ORIGINATED BY:

Complaint procedures indicate that the School Board must decide to provide or not provide the complainant with an opportunity to be heard by the School Board regarding the appeal of the superintendent designee's decision.

BACKGROUND:

The complainant filed a complaint with the school district.

Level one: On May 9, 2022, the program administrator responded to the complainant with a written decision. The complainant filed an appeal.

Level two: The superintendent's designee responded to the complainant's appeal on July 7, 2022.

Level three: On July 19, 2022, the complainant appealed the superintendent designee's decision to the School Board.

Time is set aside to determine whether or not to hear the complaint appeal.

PRESENTER CONTACT:

Mitzi Bauer, Board Chair