



Agenda

North Clackamas School Board
Thursday, June 20, 2024 - 6:30 PM
Board Room/YouTube
12400 SE Freeman Way
Milwaukie, OR 97222

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

OPEN SESSION

6:30	Call to Order	
	Community Comments	
	Native Land Acknowledgement	2
	Flag Salute	3
	Minutes - June 6, 2024	4
	Consent Agenda	
	A. Employment Changes	
	B. 2024-2025 Alternative Placements	8
	C. Travel Request - Clackamas High School Cross Country Team	10
7:05	1. Policy Revisions - Discussion	20
	Presenter: Tiffany Shireman	
7:10	2. Authorization to Purchase Yondr Phone Pouches Secondary Schools Grades 6-12 - Discussion/Action	35
	Presenter: Ivonne Dibblee	
7:55	3. 2024-2025 Organizational Resolution for the Required Designations, Authorizations and Appointments - Action	38
	Presenter: Matt Makara	
8:00	4. Supplemental Budget and Transferring Appropriations for Fiscal Year 2023-2024 - Action	41
	Presenter: Matt Makara	
8:05	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.



Flag Salute

I pledge allegiance to the Flag of the United States of
America, and to the Republic for which it stands, one Nation
under God, indivisible, with liberty and justice for all.

**NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
June 6, 2024
Zoom/YouTube**

Executive Session With due notice having been given and a quorum present, Chair Jena Benologa convened executive session under ORS 192.660(2)(e), at 5:45 p.m. with the following members present:

Jena Benologa	—	Chair
Kathy Wai	—	Vice Chair
Mitzi Bauer	—	Director
April Dobson	—	Director
Paul Kemp	—	Director
Tory McVay	—	Director
Glenn Wachter	—	Director
Donna Collingwood	—	Board Secretary

Also present were Cindy Detchon, Ivonne Dibblee, Michelle Riddell, and Matt Makara.

Real Estate Transaction - The Board consulted with NCSD staff to conduct deliberations related to real property transactions.

Executive Session adjourned at 6:07 p.m.

Open Session Chair Jena Benologa convened open session at 6:31 p.m.

Present, in addition to those in the executive session were Tammy O’Neill, Patricia Ahrens, Petra Callin and Khaliyah Williams-Rodriguez.

Community Comments -

- Michael Corbus (on behalf of Kylie Corbus), Oak Grove, spoke regarding school culture.
- Michael Corbus, Oak Grove, spoke regarding school culture.
- Brandon Germany, Damascus, spoke regarding school culture.
- Leland Pershall, Happy Valley, spoke regarding cell phones in school.

Kathy Wai read the Native Land Acknowledgement. Glenn Wachter led the Pledge of Allegiance.

R23/24-80

Minutes – Kathy Wai moved, Glenn Wachter seconded the motion to approve the minutes of the regular Board Meeting held May 23, 2024.

Motion passed unanimously, 7-0.

R23/24-81

Consent Agenda – Tory McVay moved, April Dobson 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:

- Administrator appointment and terminations
- Licensed terminations

Revised Public Contracting Rules - Adopt resolution amending the District's Public Contracting Rules to address statutory and administrative rule changes.

Travel Permission Request -

- Grant permission for 22 students from Clackamas High School to travel to Spokane, WA, June 25-28, 2024.

Travel Permission Request -

- Grant permission for 18 students from Rex Putnam High School to travel to LaPine, OR, August 11-15, 2024.

Travel Permission Request -

- Grant permission for 16 students from Rex Putnam High School to travel to Rockaway Beach, OR, August 17-20, 2024.

Motion passed unanimously, 7 -0.

North Clackamas Education Association (NCEA) Featured Educator – NCEA Representative Melinda Ryan introduced National Board for Certified Teachers Regional Lead Deanna Delgado who recognized the newly certified teachers in North Clackamas School District.

Rock Creek Middle School - Presentation- Executive Director of Secondary Programs Petra Callin, Principal of Rock Creek Middle School John Brooks, Assistant Principal Rock Creek Middle School Aaron Moreno, Assistant Principal Rock Creek Middle School Karol Otto, and School Psychologist Sara Sadd gave a presentation on Rock Creek Middle School. The presentation included demographics, student voices, and student, family & community engagement. Questions and comments from the Board were addressed.

Board Reports - Chair and Vice Chair Interest- Board members made brief reports on activities and events they had attended. They also expressed interest in Chair and Vice Chair positions.

2024-2025 Alternative Placements - Discussion – Assistant Superintendent of Education Ivonne Dibblee and Executive Director of Teaching, Learning, and Professional Development Tammy O’Neill discussed the proposed Alternative Program Placements for 2024-2025. Questions and comments from the Board were addressed.

Authorization to Purchase Yondr Phone Pouches Secondary Schools Grades 6-12 - Discussion/Action - Assistant Superintendent of Education Ivonne Dibblee, Associate Director of Secondary Programs and District Athletic Director Ryan Richardson, and Alder Creek Middle School Principal Kelli Rhea discussed the request to purchase YONDR pouches, magnet bases, and implementation services. Questions and comments from the Board were addressed. This will be brought back to the next board meeting.

R23/24-83 **Grant Property Dedications and Easements to City of Milwaukie and Accept Vacated Right of Way - Discussion/Action** - Tory McVay moved, Mitzi Bauer seconded the motion to adopt a resolution to grant the City of Milwaukie three Right of Way Dedications and three easements and grant acceptance of the vacated Right of Easement from City of Milwaukie.

Motion passed unanimously, 7-0.

R23/24-84 **Science Adoption Grades K-12 - Action** - Glenn Wachter moved, Mitzi Bauer seconded the motion to approve the adoption of the proposed science curricula for Kindergarten - 12th grades.

Motion passed unanimously, 7-0.

Budget Hearing - Chair Jena Benologa announced the budget hearing open. No one gave testimony, the hearing was closed.

Resolutions for the Fiscal Year 2024-2025 -

R23/24-85 Tory McVay moved, April Dobson seconded the motion to adopt the budget for fiscal year 2024-25 in the total amount of \$544,442,334.

Motion passed unanimously. 7-0.

R23/24-86 Glenn Wachter moved, Tory McVay seconded the motion to approve the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown are hereby appropriated as presented.

Motion passed unanimously. 7-0.

R23/24-87

April Dobson moved, Mitzi Bauer seconded the motion to approve the following ad valorem property taxes are hereby imposed for tax year 202-25 upon the assessed value of all taxable property within the district: (1) At the rate per \$1,000 of assessed value of \$4.8701 for permanent rate tax (2) at the rate of \$1.63 per \$1,000 of assessed value for local option tax, and (3) in the amount of \$40,854,768 for the debt service on general obligation bonds.

Motion passed unanimously. 7-0.

R23/24-88

April Dobson moved, Glenn Wachter seconded the motion to approve the taxes imposed are hereby categorized for the purposes of Article XI section 11b as: (1) Education Limitation permanent rate tax of \$4.8701 per \$1,000 (2) at the rate of \$1.63 per \$1,000, and (3) Excluded from Limitation, General Obligation Bond Debt Service in the amount of \$40,854,768.

Motion passed unanimously.7-0.

R23/24-89

Construction Excise Tax Rate Approval - Action - Mitzi Bauer moved, Tory McVay seconded the motion to approve the Construction Excise Tax for the 2024-25 Fiscal Year, and thereafter until later modified.

Motion passed unanimously. 7-0.

There being no further business to come before the Board, the meeting adjourned at 9:05 p.m.

Unapproved

SUPERINTENDENT’S RECOMMENDATION:

Approve the proposed Alternative Program Placements list for 2024-2025.

REASON FOR BOARD CONSIDERATION:

In accordance with Policy IGBHA, the Board must annually approve the alternative programs to be used by the district.

BUDGET IMPACT/SOURCE OF FUNDS:

There may be increased costs to the district as charged by each alternative program.

BACKGROUND:

Alternative program placements are most frequently used to:

- accommodate students’ unique needs associated with a disability,
- to accommodate expulsion or expulsion alternative needs or
- to accommodate the learning needs of students ages 17 and older with few academic credits for whom other NCSD programs have been or likely would be unsuccessful.

In all cases, an NCSD resident student who attends an alternative program placement is linked to at least one NCSD staff member who reviews the placement multiple times throughout the school year with the student and/or their family and the staff at the alternative placement. Students and families unique learning and safety needs are considered before, during, and after the placement. These placements are typically customized with frequent interaction between the placement staff, NCSD staff, and the student/student’s family.

ATTACHMENTS:

Proposed Alternative Program Placements 2024-2025

PRESENTER / STAFF CONTACT:

Ivonne Dibblee, Assistant Superintendent, Education
Tammy O’Neill, Executive Director of Teaching, Learning, and Professional Development

**2024 - 2025 ALTERNATIVE PROGRAM PLACEMENTS:
GENERAL EDUCATION**

The following programs and schools are used at times to provide an appropriate education for students who have been expelled or who need a different learning environment than is available in North Clackamas neighborhood, charter, or magnet schools:

Helensview School, Multnomah ESD	11-20 years old	Youth struggling with anger issues, substance abuse issues, and gang involvement, with little external or family support systems.
SE Works	16+ years old	The program incorporates GED prep, focusing on job skills, career exploration, and post-secondary planning.
Oak Grove Center, New Urban High School	Grades 6-12	A small learning environment designed as a placement alternative for middle school and high school students as an alternative to expulsion.
New Urban Online	Grades K-12	A fully remote learning environment that integrates web-based curriculum and in-person video instruction and support.
Portland Youth Builders	17-20 years old	Students who were previously disenrolled from school with a focus on education, vocational training, and leadership development.
Twilight, New Urban High School	Grades 9-12	After school/outside of typical school hours credit recovery and GED program.

**2024 - 2025 ALTERNATIVE PROGRAM PLACEMENTS:
SPECIAL EDUCATION**

The following programs and schools are used at times to provide appropriate educational services for students who require an educational environment that is not available in North Clackamas School District:

Arata Creek/Knott Creek, Multnomah ESD	Grades K-12
Heron Creek, Clackamas ESD Therapeutic School Program	Grades K-12
LEEP Programs, Clackamas ESD	Grades K-12 & post grade 12
Columbia Regional Deaf and Hard of Hearing Program, Portland Public Schools	Grades K-12
Helensview School	Grades 9-12
Lifeworks	Grades 6-12
Wheatley School, Multnomah ESD	Grades 3-12
Oregon School for the Deaf	Grades K-12 & post grade 12
Parrot Creek	Court Placed Students
Parry Center / Edwards School	DHS Placed Students
Serendipity Center	Grades K-12
SERP (Supported Employment, Recreation & Leisure) Alternative School Services	Post grade 12

There are additional programs in the metro area where other school districts place students. In some instances, those placements are maintained temporarily when the student moves into North Clackamas School District to provide continuity for the educational benefit of the student.

TRAVEL PERMISSION REQUEST
Clackamas High School-Cross Country Team

CONSENT C
June 20, 2024

SUPERINTENDENT'S RECOMMENDATION:
Board approval of the request to travel.

BACKGROUND:
Clackamas High School is requesting permission for 30 students and 4 chaperones to travel to Tillamook, Oregon, July 21-25, 2024, for an annual Cross Country retreat. This trip will be approximately \$340.00 per student, with other costs being funded by the Clackamas Cross Country budget and personal contributions. This is an annual retreat for the team to complete high-altitude training and team bonding. This trip will be after school is out for the year, and students will not miss any school days.

SOURCE OF FUNDS:
See attached Application for Permission to Travel

ATTACHMENTS:
Application for Permission to Travel and required attachments

STAFF CONTACT:
Petra Callin, Executive Director of Secondary Programs



2023-2024 Application for Permission to Travel

Received 6/4/24 (RV)

Section I – General Information (check all that apply)

- Requires Principal Approval, Requires District Approval, Requires Board Approval, First time travel for this group/itinerary OR Annual/Repeated trip (i.e. annual Fall choir retreat)

School: Clackamas High School Name of group: Clackamas Cross Country Team
Dates of travel: Sun 7/21/24 - Thurs 7/25/24 Initiator: Jeremy Liebman
Destination: Hydrangea Ranch (Tillamook) Application date: 5 28 24
Number of nights of overnight stay: 4 Time of departure: 12 00 PM
Number of school days students will miss: 0

Rationale for missed school days: Students will not miss any school. This is during summer vacation.

Number of students: 20 male 10 female Number of chaperones: 2 male 2 female

Background checks will be completed and verified on all chaperones. Background checks must be submitted every three years. Gender ratio of students should be reflected in chaperones.

Person verifying background checks will be: Mervala Danker Initial here when completed: MD

Purpose of travel:

Participating in a summer camp with other high school teams to improve our leadership, athletic, and team-building skills. Instruction provided from Clackamas, Lincoln, Ida B. Wells, and Cleveland coaches. The camp will provide athletes with a variety of mental and physical workouts each day.

What plans have been made for school make-up work when trip requires students miss school?

Students will miss no instructional days of school because this trip takes place during summer vacation.

What specific responsibilities have been assigned to the chaperones?

- Make sure all Student Athletes (SA) are checked in and have chaperones contact information
- Morning/Night checks in greenhouses; make sure all SA are in greenhouses each night
- Set practice schedule, attend/conduct all practices and take attendance for all SA
- Make sure that all SA are present at each session
- Monitor SA during meal times, make sure they are attending at our designated team time
- Complete any duties assigned by the head coach during the stay at camp

Section II – Budget Information – Cost per Student

Expenses (per student)

- 1. Transportation 5
- 2. Lodging (no homestays) \$ 175
- 3. Meals \$ 160
- 4. Fees/Event Expense \$ 0
- 5. Other \$ _____

Description of other expenses: _____

6. **Total cost per student (total lines 1 through 5):** \$340.00

7. # of chaperones 4

8. # of students 30

9. **Total # of students + chaperones** 34

10. **Total cost of participation (Line 6 x Line 9):** \$11,560

11. Substitute Teachers: (rates are effective 2023-2024)

a. # Full-Day Substitute(s) x # of Days @ \$302.95 = \$ _____

b. # Half-Day Substitute(s) x # of Days @ \$151.48 = \$ _____

c. **Total Sub Cost** \$ _____

TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.): \$11,560

Funding

1. Current school account balance: \$18,000

2. Amount of fund balance allocated for this trip: \$2,000

3. Projected fundraising income*: \$0

4. Projected contributions (donations)*: \$9,560

5. OUT OF POCKET (per student): \$0

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ \$11,560

*Describe projected fund-raising activities and contributions:

Family and corporate donations will fund this trip.

No students will be denied participation due to lack of funds. Adequate sources of revenue must be made available to all students.

Section III – Transportation and Lodging Information

- Transportation: NCS D bus Nondistrict commercial transportation (bus, train, plane)
 NCS D mini bus (Type 20) Private/personal vehicles (Must have parent/guardian release form)
 Rental Vehicle* (no rental of 15-passenger vans allowed)

For use of NCS D minibus, please identify the NCS D current certified mini-bus drivers:

Name of minibus Driver(s): _____

NCS D mini buses cannot be used for trips which total more than 600 miles round trip.

Number of miles round trip: 200

*Drivers of rental vehicles must be approved via the District’s driver certification process. Contact Risk Management to complete the certification process (allowing a minimum of two weeks for processing with the State DMV).

Name of rental vehicle Driver(s): _____

Name the type(s) of non-district transportation to be used (including to and from airport) and company name:

Name and location of lodging and description of room arrangements (chaperones may not share rooms with students; see item #2 under Chaperone Guidelines). Students are not allowed to stay with host families without written permission from Superintendent or designee. This is in accordance with Volunteer Policy IICC-AR(1):
Student athletes from Clackamas High School will stay in two large greenhouses, separated by gender. There will be chaperones in separate tents directly next to the greenhouse.

For all travel requests, transportation details and a pre-trip driver requirements forms (If driving a Type 20 NCSD minibus must be included).

I have read and understand all trip guidelines.

Jeremy Liebman
Trip Leader Signature

5/28/24
Date

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

- Detailed Itinerary which includes **all** planned activities and outline of student expectations specific to the trip.
- Pre-trip Driver Requirements (NCSD minibus-Type 20) upon departure.
- Copy of Permission Release Forms and Emergency Information
- List of chaperones and verification of current background check on file.

Section V – Required Attachments to be sent to district level. (All other forms stay at the building.)

- Detailed itinerary which includes **all** planned activities and outline of student expectations specific to the trip.
- List of chaperones and verification of current background check on file.

Section VI – Approval

Principal Level: Approved
 Denied

[Signature] 6-5-24
Principal Date

District Level: Approved
 Denied

[Signature] 6/11/24
Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Clackamas High School XC Camp - 2024 Itinerary

July 21st -25th, 2024

The Hydrangea Ranch - Tillamook, OR

Chaperones: Jeremy Liebman, Grant Eldridge, Heather Rugnetta, Marie Markham

Sunday, July 21st, 2024

12:00 PM Meet Clackamas High School

-Athlete check in and load equipment and personal items on bus

12:30 PM Depart from Clackamas High School

2:30 PM Arrive at Hydrangea Ranch & Settle In

-Unload equipment and personal items

-Set up sleeping areas

3:00 PM Meet and discuss basic ground rules and expectations for the trip

6:30 PM Dinner in Outdoor Pavillion

7:00 PM Free Time

7:30 PM Team Talk

- Goal setting: team and individual

- Goal Sheets (Brainstorm)

8:00 PM Movie-*Without Limits*

10:30 PM Lights Out

Monday, July 22nd, 2024

8:00 AM Wake Up

8:30 AM Light Breakfast with team

9:00 AM Pack lunches

9:30 AM Team Meeting/Overview of day

10:30 AM Team Time Trial/5K at Camp

11:30 AM Free time and lunch

1:00 PM Team Talk

2:00 PM Make team t shirts (tie dye, sharpies)

3:00 PM Goal Setting

-Individual

-Team

3:30 PM Snack

4:00 PM Team building activities (puzzle pieces/identity wheel/etc)

5:00 PM Summer Planning (how will we welcome freshmen/new athletes, 24 hour challenge, etc.)

6:00 PM Dinner in outdoor pavilion

7:00 PM Evening Activity

9:30 PM Get ready for bed

10:00 PM Lights Out

Tuesday, July 23rd, 2024

8:00 AM Wake Up

8:30 AM Breakfast at Camp

9:00 AM Prep for long run & Make Lunches

10:00 AM Depart for long run

10:30 AM Start Long run

12:30 PM Arrive back at camp, Lunch, Free time

2:30 PM Intro Scavenger Hunt Competition

3:00 PM Team Scavenger Hunt

5:00 PM Free Time

6:00 PM Dinner in outdoor pavilion

8:00 PM Movie- The Long Green Line

10:00 PM Prep for bed

10:30 PM Lights Out

Wednesday, July 24th, 2024

8:30 AM Wake Up

9:00 AM Breakfast & Make Lunches

9:30 AM Intro Team Competition Day

10:00 AM Team Competitions (Point System Development & Tracking)

12:30 PM Lunch

1:00 PM Free Time

2:00 PM Resume Team Competitions

4:30 Team Relay Race around farm

5:30 Free Time

6:00 PM Dinner in outdoor pavilion

6:30 PM Intro to Talent Show Activity
-Work on skits

8:00 PM Talent Shows
-Awards

10:00 PM Lights Out

Thursday, July 25th, 2024

7:30 AM Wake Up

8:00 AM Breakfast

8:30 AM Pack and Clean Up, Pack lunch

11:30 AM Depart Hydrangea Farm

1:30 PM Return to Clackamas High School

POLICY REVISIONS

DISCUSSION
Agenda Item #1
June 20, 2024

REASON FOR BOARD CONSIDERATION:

First reading of the attached revised policies.

RECOMMENDATION:

The Superintendent’s Policy Review Team, with representation of both staff and Board, reviewed and supports the following policy revisions.

BUDGET IMPACT/SOURCE OF FUNDS:

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

ATTACHMENTS:

Drafts of the following policies to review:

Policy	Title	Reason
AC	Nondiscrimination	OSBA April 2024 Update, House Bill 2281 (2023) requires a district school board to designate a civil rights coordinator for the district.
FB	Facilities Planning	Add language regarding ORS 320.170 and ORS 320.183 requirements.
GCDA/GDDA	Criminal Records Checks and Fingerprinting	Deletion: Content now reflected in new, proposed GCDA/GDDA.
GCDA/GDDA	Criminal Records Checks and Fingerprinting	Proposed: OSBA April 2024 Update, include newly revised rules regarding fingerprint collection, the addition of statewide vendor identified as authorized fingerprint collector and discontinue the option for volunteers to appeal to ODE.
IGBAG	Special Education - Procedural Safeguards	OSBA April 2024 Update, Senate Bill 758 (2023) adds language stating parents are entitled to examine their student’s record pertaining to identification, evaluation and educational placement, and the provisions of free appropriate public education and setting a 10 business day timeline.

PRESENTER / STAFF CONTACT:

Tiffany Shireman, Chief of Staff



Code: AC
Adopted: 1/20/11
Revised/Readopted: 11/12/15; 6/25/20; 1/27/22;
12/08/22

Nondiscrimination**

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual’s perceived or actual race¹, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans’ status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans’ status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages all staff, students, families, and the public to respect all individuals and the diversity of our community.

The Board directs the superintendent to designate the district’s civil rights coordinator and make contact information available to staff, students and parents.

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act and Americans with Disabilities Act Amendments Act (ADA), Section 504 of the Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district’s administrative office and available on the home page of the district’s website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

Complaints of discrimination or harassment, based on a legally protected characteristic, will be processed as appropriate under any other applicable district policy and administrative regulation.

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659A.003	ORS 659A.321
ORS 192.630	ORS 659A.006	ORS 659A.409
ORS 326.051(1)(e)	ORS 659A.009	OAR 581-002-0001 – 002-0005
ORS 332.505	ORS 659A.029	OAR 581-021-0045
ORS 408.230	ORS 659A.030	OAR 581-021-0046
ORS 659.805	ORS 659A.040	OAR 581-021-0047
ORS 659.815	ORS 659A.103 - 659A.145	OAR 581-022-2310
ORS 659.850 - 659.860	ORS 659A.230 - 659A.233	OAR 581-022-2370
ORS 659.865	ORS 659A.236	OAR 839-003
ORS 659A.001	ORS 659A.309	

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).

Cross Reference(s):

ACA - Americans with Disabilities

ACB - Every Student Belongs

GBA - Equal Employment Opportunity

GBEA - Workplace Harassment

JB - Equal Educational Opportunity

KL - Public Complaints As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.



Code: **FB**
Adopted: 5/07/87
Readopted: 6/23/11
Orig. Code(s): FB

Facilities Planning

The district will develop and maintain a long range facilities plan that is updated and aligned with the district strategic plan and district long range financial plan. ORS 320.170 allows school districts in Oregon to impose construction excise taxes by resolution adopted by the School Board. ORS 320.183 restricts the school district from imposing that tax unless the School Board also has adopted a long-term facilities plan for making capital improvements.

END OF POLICY

Legal Reference(s):

[ORS 195.110](#)
[ORS 197.295 - 197.314](#)
[ORS 332.155](#)

[OAR 581-022-1530](#)

Toxic Substances Control Act, 15 U.S.C. §§ 2601-2629 (2006); Asbestos Hazard Emergency Response Act of 1986, 15 U.S.C. §§ 2641-2656 (2006).



Code: GCDA/GDDA
 Adopted: 2/03/94
 Revised/Readopted: 12/06/12; 3/13/14; 6/14/18;
 8/22/19; 8/27/20
 Orig. Code: GCDA

Criminal Records Checks and Fingerprinting

(Version 1)

(Delete and see new version of this required model policy.)

All newly-hired employees¹ not requiring licensure under Oregon Revised Statute (ORS) 342.223 shall submit to a criminal records check and/or fingerprinting as required by law. Other individuals, as determined by the district, that will have direct, unsupervised contact with students, shall submit to a criminal records check and/or fingerprinting as established by Board policy and as required by law. “Direct, unsupervised contact with students” means contact with students that provides the person opportunity and probability for personal communication or touch when not under direct supervision.

Pursuant to state law, a criminal records check or fingerprint-based criminal records checks shall be required of the following individuals²:

All individuals employed as or by a contractor and considered by the district to have direct, unsupervised contact with students;

Any community college faculty member providing instruction at the site of an early childhood education program, at a school site as part of an early childhood program or at a grade K through 12 school site during the regular school day;

Any individual who is an employee of a public charter school and not requiring licensure under ORS 342.223; and

Any individual considered for volunteer service with the district. This includes but is not limited to volunteer coaches and overnight chaperones.

The district will provide the written notice about the requirements of fingerprinting and criminal records checks through means such as staff handbooks, employment applications, contracts or volunteer forms.

The procedure for processing fingerprint collection is further outlined in GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting.

¹ Any individual hired within the last three months. A subject individual does not include an employee hired within the last three months if the district has evidence on file that meets the definition in Oregon Administrative Rule (OAR) 581-021-0510(11)(b).

² Subject individuals and requirements are further outlined in GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting.

A subject individual shall be subject to the collection of fingerprint information, only after the offer of employment or contract from the district and may be charged a fee by the district. A regular employee may request the fee be withheld from the amount otherwise due the individual.

The district shall not begin employment of an individual or district contractor until the required criminal records checks has been reviewed.

When the district is notified of a subject individual who has been convicted of any crimes prohibiting employment or contract the individual will not be employed or contracted, or if employed, will be terminated. When the district is notified of a subject individual who knowingly made a false statement as to the conviction of any crime, the individual will not be employed or contracted by the district, or if employed by the district will be terminated. A subject individual who fails to disclose the presence of convictions that would not otherwise prohibit employment or contract with the district as provided by law may be employed or contracted with by the district if it is determined that the individual did not knowingly make a false statement as to the conviction of any crime.

The district's use of criminal history must be relevant to the specific requirements of the position, services or employment.

The service of a volunteer will not begin before the return and disposition of a criminal records check.

A volunteer who knowingly made a false statement or has a conviction of the crimes listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon under a different statutory name or number will result in immediate termination from the ability to volunteer in the district.

The superintendent is directed to develop an administrative regulation to meet the requirements of applicable Oregon Revised Statutes and Oregon Administrative Rules.

Appeals

A subject individual may appeal a determination from ODE that prevents employment or eligibility to contract with the district to the Superintendent of Public Instruction as a contested case under ORS 183.413 – 183.470.

END OF POLICY

Legal Reference(s):

[ORS 181A.180](#)
[ORS 181A.230](#)
[ORS 326.603](#)
[ORS 326.607](#)
[ORS 332.107](#)

[ORS 336.631](#)
[ORS 342.143](#)
[ORS 342.223](#)
[OAR 414-061-0010 – 061-0030](#)
[OAR 581-021-0510 – 021-0512](#)

[OAR 581-022-2430](#)
[OAR 584-050-0012](#)
[OAR 584-050-0100](#)

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. seq. (2018).

Cross Reference(s):

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Code: GCDA/GDDA
Adopted:

Criminal Records Checks and Fingerprinting

In a continuing effort to ensure the safety and welfare of students and staff, the district shall require certain individuals to submit to a criminal records check and fingerprinting as required by law. This includes employees, contractors, volunteers and others.

Requirements for Employees not Licensed, Certified or Registered by the Teachers Standards Practices Commission (TSPC)

All newly hired employees¹ not identified under Oregon Revised Statutes (ORS) 342.223² are required to submit to a criminal records check and fingerprinting as required by law. A newly hired employee is not subject to fingerprinting if the district has evidence on file that the person successfully completed a state and national criminal records check for a previous employer that was a school district³ or private school, and has not resided outside the state between the two periods of employment.

An individual shall be subject to the collection of fingerprint information, only after the offer of employment from the district. Fees associated with criminal records checks and fingerprinting for individuals applying for employment with the district and not requiring licensure shall be paid by the individual. An individual may request the fee be withheld from the amount otherwise due the individual. The district will withhold this amount only upon request of the subject individual.

The district may⁴ begin the employment of an individual on a probationary basis pending before the return and disposition of the required criminal records checks.

When the criminal records check indicates an individual has been convicted of any crimes⁵ prohibiting employment, the individual will not be employed, or if employed will be terminated. When the criminal records check indicates an individual has knowingly made a false statement as to the conviction of any crime, the individual may be employed by the district, or if employed by the district may be terminated.

¹ Any individual hired within the last three months. This does not include an employee hired within the last three months if the district has evidence on file that meets the definition in Oregon Administrative Rule (OAR) 581-021-0510(11)(b).

² ORS 342.223 includes teachers, administrators, personnel specialist, school nurses, persons participating in supervised clinical practice experience, practicum or internship as a teacher, administrator or personnel specialist. See statute for details.

³ As is defined in OAR 581-021-0510(9); includes school districts, the Oregon School for the Deaf, and educational program under the Youth Corrections Education Program, public charter schools and ESDs.

⁴ Decisions regarding which employees may begin before the return of the required criminal records checks must be made in a nondiscriminatory manner.

⁵ See OAR 581-021-0511(8).

An individual who fails to disclose the presence of convictions that would not otherwise prohibit employment or contract with the district as provided by law may be employed by the district. Employment termination shall remove the individual from any district policies, collective bargaining provisions regarding dismissal procedures and appeals and the provisions of Accountability for Schools for the 21st Century Law.

Requirements for TSPC Licensed, Certified or Registered Individuals

1. Any individual who is applying for a license as a teacher, administrator or personnel specialist is subject to a criminal records check and fingerprinting, unless the individual has submitted to such a check through the Teacher Standards and Practices Commission (TSPC) within the previous three years, or has remained continuously licensed by or registered with TSPC for a different license or registration for which the individual has already submitted to a criminal records check and fingerprinting.
2. Any individual who is applying for an initial certificate under ORS 342.475 as a school nurse shall submit to a criminal records check and fingerprinting with TSPC.
3. Any individual who is applying for a registration as a public charter school teacher or administrator with TSPC shall submit to a criminal records check and fingerprinting with TSPC.
4. Any individual applying for reinstatement of an Oregon license or registration as a teacher, administrator or personnel specialist, or a certificate as a school nurse with the TSPC, whose license, registration or certificate has lapsed for at least three years, shall submit to a criminal records check and fingerprinting with TSPC.
5. Any individual registering with the TSPC for student teaching, practicum or internship as a teacher, administrator or personnel specialist, if the individual does not hold a current license issued by TSPC and has not submitted to a criminal records check by TSPC within the previous three years for student teaching, practicum or internship as a teacher, administrator or personnel specialist, shall be required to submit to a criminal records check and fingerprinting with TSPC.

Requirements for Contractors

All individuals employed as or by a contractor and considered by the district to have direct, unsupervised contact with students⁶ or unsupervised access to children are required to submit to a criminal records check and a fingerprint-based criminal records check.

The superintendent or designee will identify contractors who are subject to such requirements.

A contractor or an employee of a contractor required to submit to a criminal records check and fingerprinting in accordance with law and Board policy will be terminated from contract status, or withdrawal of offer of contract will be made by the district upon:

1. Refusal to consent to a criminal records check and fingerprinting; or

⁶ “Direct, unsupervised contact with students” means contact with students that provides the person opportunity and probability for personal communication or touch when not under direct supervision. (OAR 581-021-0510)

2. Notification⁷ from the Superintendent of Public Instruction that the individual has a conviction of any crimes listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon under a different statutory name or number.

A subject individual may be terminated from contract status upon notification from the Superintendent of Public Instruction that the individual has knowingly made a false statement as to the conviction of any crime.

Requirements for Volunteers

The district shall require a fingerprint-based criminal records check for volunteers allowed direct, unsupervised contact with students, in the following positions:

1. Head coach;
2. Assistant coach;
3. Overnight chaperone;
4. Volunteers transporting students, other than their own, in a private vehicle off district property for a district-sponsored activity;
5. Interns, not covered under TSPC.

The service of a volunteer into a position identified by the district as requiring a fingerprint-based criminal records check may begin on a probationary basis pending the return and disposition of a state and national criminal records check based on fingerprints.

Volunteers allowed by the district into a position designated by the district to have direct, unsupervised contact with students shall submit to an in-state criminal records check.

The service of a volunteer allowed to have direct, unsupervised contact with students will not begin before the return and disposition of a criminal records check.

A volunteer that is not likely to have direct, unsupervised contact with students, as determined by the district, will be required to submit to an in-state criminal records check.

A volunteer who knowingly made a false statement on a district volunteer application form may result in immediate termination from the ability to volunteer in the district.

A volunteer who has a conviction of a crime listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon under a different statutory name or number will result in immediate termination from the ability to volunteer in the district.

⁷ Prior to making a determination that results in this notification and opportunity for a hearing, the Superintendent of Public Instruction may cause an investigation pursuant to OAR 581-021-0511; involved parties shall cooperate with the investigation pursuant to law.

Fees associated with a required fingerprinting for volunteers shall be paid by the individual. Fees associated with required non-fingerprinting criminal records checks for volunteers shall be paid by the district.

A volunteer who refuses to submit, when required, to a criminal records check or a fingerprint-based criminal records check in accordance with law and Board policy will be denied such ability to volunteer in the district.

Requirements for Others

Any community college faculty member providing instruction at the site of an early childhood education program, at a school site as part of an early childhood program or at a grade K through 12 school site during the regular school day is required to submit to a criminal records check and a fingerprint-based criminal records check.

Any individual who is an employee of a public charter school and not identified under ORS 342.223 is required to submit to a criminal records check and a fingerprint-based criminal records check.

Notification

The district will provide written notice about the requirements of fingerprinting and criminal records checks through means such as staff handbooks, employment applications, contracts or volunteer forms.

The district will provide the following notification to individuals subject to criminal records checks and fingerprinting:

1. Such criminal records checks and fingerprinting are required by law or Board policy;
2. All employment or contract offers or the ability to volunteer are contingent upon the results of such checks;
3. A refusal to consent to a required criminal records check and fingerprinting shall result in immediate termination from employment or contract status, or the ability to volunteer in the district;
4. A determination by the Oregon Department of Education (ODE) which affects an individual's eligibility to be employed, or contracted with, by the district may be appealed to the Superintendent of Public Instruction under ORS 183.413 – 183.470;
5. An individual determined to have knowingly made a false statement as to the conviction of any crime on district employment applications, contracts, or ODE forms (written or electronic) may result in immediate termination from employment or contract status;
6. An individual determined to have been convicted of any crime that would prohibit employment or contract will be immediately terminated from employment or contract status.
7. A volunteer candidate who knowingly made a false statement may be removed from the ability to volunteer in the district.
8. A volunteer candidate who has a conviction of the crimes listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon

under a different statutory name or number will result in immediate termination from the ability to volunteer in the district.

Processing and Reporting Procedures

Immediately following an offer and acceptance of employment or contract, an individual subject to criminal records checks and fingerprinting shall complete the appropriate forms authorizing such checks and report to an authorized fingerprinter as directed by the district. The district shall send such authorization, any collection of fingerprint information, and the request to ODE pursuant to law.

Fingerprints may be collected by one of the following:

1. Employing district staff;
2. Contracted agent of employing district;
3. Local or state law enforcement agency; or
4. Statewide vendor identified by the Oregon Department of Administrative Services.

To ensure the integrity of the fingerprinting collection and prevent any compromise of the process, the district will provide the name of the individual to be fingerprinted to the authorized fingerprinter.

The authorized fingerprinter will obtain the necessary identification and fingerprinting and notify ODE of the results. ODE will then review and notify the district of said results as well as the identity of any individual it believes has knowingly made a false statement as to conviction of a crime or has a conviction of a crime prohibiting employment, contract, or volunteering.

A copy of the fingerprinting results will be kept by the district. The district's use of criminal history must be relevant to the specific requirements of the position, services or employment.

END OF POLICY

Legal Reference(s):

[ORS 181A.180](#)
[ORS 181A.230](#)
[ORS 326.603](#)
[ORS 326.607](#)

[ORS 332.107](#)
[ORS 336.631](#)
[ORS 342.143](#)
[ORS 342.223](#)

[OAR 414-061-0010 – 061-0030](#)
[OAR 581-021-0510 – 021-0512](#)
[OAR 581-022-2430](#)
[OAR 584-050-0012](#)
[OAR 584-050-0100](#)

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. seq. (2018).



Code: IGBAG
Adopted: 4/03/08
Readopted: 8/18/11
Orig. Code: IGBAG

Special Education - Procedural Safeguards**

Procedural Safeguards – General

A district ensures that students with disabilities and their families are afforded their procedural safeguards related to:

1. Access to students' educational records;
2. Parent/~~Guardian~~ and adult student participation in special education decisions;
3. Transfer of rights to students who have reached the age of majority;
4. Prior written notice of proposed district actions;
5. Consent for evaluation and for initial placement in special education¹;
6. Independent educational evaluation;
7. Dispute resolution through mediation, state complaint investigation, resolution sessions and due process hearings;
8. Discipline procedures and protections for students with disabilities, including placements related to discipline;
9. Placement of students during the pendency of due process hearings;
10. Placement of students by their parents/~~guardians~~ in private schools;
11. Civil actions; and

¹ If, at any time subsequent to the initial provision of special and related services, the parent/~~guardian~~ of a child revokes consent in writing for the continued provision of special education and related services, the district: 1) may not continue to provide special education and related services to the child, but must provide prior written notice before ceasing the provision of special education and related services; 2) may not use mediation or due process procedures to obtain an agreement or ruling that the services may be provided to the child; 3) the district will not be considered to be in violation of the requirement to make a free appropriate public education (FAPE)FAPE available to the child because of the failure to provide the child with further special education and related services; and 4) the district is not required to convene an individualized education program (IEP)IEP team meeting or develop an IEP for the child for further provision of special education or related services.

12. Attorney's fees.

Procedural Safeguards Notice

1. The district provides to parents/~~guardians~~ a copy of the *Procedural Safeguards Notice*, published by the Oregon Department of Education, at least once per year and upon initial referral or parent request for special education evaluation and ~~when the~~~~upon any other~~ parent requests a copy~~request~~. The district also gives a copy to the student at least a year before the student's 18th birthday or upon learning that the student is considered emancipated.
2. The district provides the *Procedural Safeguards Notice* in the parent's native language or other mode of communication unless it is clearly not feasible to do so. If the native language or other mode of communication of the parent is not a written language, the district takes steps to ensure that the notice is translated orally or by other means understandable to the parent and that the parent understands the content of the notice. The district maintains written evidence that it meets these requirements.

Parent or ~~Adult~~ Student Meeting Participation

1. The district provides parents/~~guardians~~ or adult students an opportunity to participate in meetings with respect to the identification, evaluation, IEP and educational placement of the student, and the provision of a free appropriate public education (FAPE) to the student.
2. The district provides parents/~~guardians~~ or adult students written notice of any meeting sufficiently in advance to ensure an opportunity to attend. The written notice:
 - a. States the purpose, time and place of the meeting and who is invited to attend;
 - b. Advises that parents/~~guardians~~ or adult students may invite other individuals who they believe have knowledge or special expertise regarding the student;
 - c. Advises that the team may proceed with the meeting even if the parents/~~guardians~~ are not in attendance;
 - d. Advises the parents/~~guardians~~ or adult students who to contact before the meeting to provide information if they are unable to attend; and
 - e. Indicates if one of the meeting's purposes is to consider transition services or transition services needs. If so:
 - (1) Indicates that the student will be invited; and
 - (2) If considering transition services, identifies any agencies invited to send a representative (with parent/~~guardian~~ or adult student consent).
3. The district takes steps to ensure that one or both parents/~~guardians~~ of a child with a disability are present at each IEP or placement meeting or are afforded the opportunity to participate, including:
 - a. Notifying parents/~~guardians~~ of the meeting early enough to ensure that they will have an opportunity to attend; and
 - b. Scheduling the meeting at a mutually agreed upon time and place.

4. If neither parent/guardian can attend, the district will use other methods to ensure an opportunity to participate/participation, including, but not limited to, individual or conference phone calls or home visits.
5. The district may conduct an evaluation planning or eligibility meeting without the parent/guardian or adult student if the district provided meeting notice to the parent/guardian or adult student sufficiently in advance to ensure an opportunity to attend.

Access to Records

A parent is entitled at any reasonable time to examine all of the records of the district pertaining to the identification, evaluation and educational placement of their child and the provision of FAPE to their child. Records must be provided without undue delay, which may not exceed 10 business days, as defined in ORS 192.311, from the date of the request for the records. Records may be redacted only to the extent necessary to protect personally identifiable information of other children unless disclosure is authorized by law or court order.

END OF POLICY

Legal Reference(s):

ORS 343.155	OAR 581-015-2000	OAR 581-015-2310
ORS 343.165	OAR 581-015-2030	OAR 581-015-2325
ORS 343.173	OAR 581-015-2090	OAR 581-015-2330
ORS 343.177	OAR 581-015-2095	OAR 581-015-2345
ORS 343.181	OAR 581-015-2190	OAR 581-015-2360
OAR 581-001-0005	OAR 581-015-2195	OAR 581-015-2385
	OAR 581-015-2305	

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. §§ 300.300, 300.500 - 300.505, 300.515, 300.517.

Cross Reference(s):

JGDA/JGEA - Discipline of Students with Disabilities

** As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000

AUTHORIZATION TO PURCHASE
YONDR PHONE POUCHES SECONDARY SCHOOLS
GRADES 6-12

DISCUSSION/ACTION
Agenda Item #2
June 20, 2024

SUPERINTENDENT’S RECOMMENDATION:

Staff recommends that the Board grant advanced authorization to the superintendent to enter into contracts to purchase YONDR pouches, magnet bases, and implementation services. The purchase amount is not to exceed \$300,000.

ORIGINATED BY:

The Student Investment Account allows us the opportunity to provide our schools with much needed funds that support the health and wellness of our students across the district. A Request for Purchase (RFP) process was conducted. The RFP allowed the opportunity to research solutions to phone distraction and addiction in our school spaces and YONDR most closely aligned with the core values that drive North Clackamas School District.

BUDGET IMPACT/SOURCE OF FUNDS:

This contract is funded from the Student Investment Account in the category of behavioral health and wellness. The contract is up to an amount of \$300,000.

BACKGROUND:

In the 2023-24 school year, the North Clackamas School District has conducted an analysis of our current personal electronic device policies and practices by seeking feedback from community, staff, and students. Community outreach included 8 events in which the community were able to engage in conversations, discussions and share feedback both in person and via a survey. Staff involvement included meetings with 8 different secondary school staffs resulting in discussion captured through brainstorming and conducting root cause analysis of the problem with cell phones. Finally, students were given the opportunity to share feedback through survey data. Overwhelmingly, the qualitative and quantitative data that was collected and analyzed by our secondary team showed a need to implement significant changes and improvements to our practices around cell phone use during school hours.

In an ongoing effort to continue supporting the mental health of NCSD students, the proposed contract with YONDR will help reinforce a phone free space during school hours. Research has linked correlations between increased use of cell phones and social media with increased depression, school loneliness, and worse academic outcomes.

In addition, in order to effectively address cell phone use during school hours, teachers are put in positions of monitoring and disciplining students which takes away from instructional time and hinders the relationships that teachers are working to build with students. By having a clear and consistent practice by using YONDR, no single teacher will be put in a position to have a power struggle that takes away from instructional time and an opportunity to build relationships.

SURVEY DATA

<p style="text-align: center;">GENERAL SURVEY 1,280 Responses</p> <ul style="list-style-type: none"> ● 297 Staff Members ● 566 Guardians ● 417 Students 	<ul style="list-style-type: none"> ● 65% report cell phone use is a problem ● 85% report cell phone use has negative impacts including <ul style="list-style-type: none"> ○ Distraction and reduced engagement (86%) ○ Reduced socialization (65%) ○ Cyber bullying (62%) ○ Increased Anxiety and Depression (59%) ○ Harassment (58%) ○ Inappropriate content (57%) ○ Inciting violence (39%)
<p style="text-align: center;">HIGH SCHOOL STUDENT SURVEY 805 Responses</p> <p style="text-align: center;">(95% confidence rate and <4% margin of error)</p>	<ul style="list-style-type: none"> ● I use phone for non instructional reasons (86%) <ul style="list-style-type: none"> ○ Texting Friends (52%) ○ Texting Family (67%) ○ Social Media (31%) ○ Watch Videos (16%) ○ Play Games (16%) ● I am negatively impacted by others using their phone (36%) ● I'm negatively impacted by my phones in the following ways <ul style="list-style-type: none"> ○ Friend Relationships (23%) ○ Grades (49%) ○ Attendance (19%) ○ Family Relationships (24%) ○ Mental Health (47%)

IMPLEMENTATION CONSIDERATIONS:

YONDR will meet with schools for program implementation and planning

YONDR will provide on-site support

YONDR will support with assessment and evaluation

NCSD will work with YONDR to create an implementation plan that will address:

- The unique student needs (e.g. diabetic student needs)
- Off campus travel
- Emergency Protocols
- Teacher resources to support implementation

NCSD will work with students, staff, and the community to obtain additional input on situations that have surfaced in community events.

ATTACHMENTS:

[JFCEB: Personal Electronic Devices and Social Media - Student](#)

[JFCEB-AR - Personal Electronic Devices and Social Media – Student**](#)

Article: [Get Phones Out of Schools Now](#)

Article: [How one Connecticut Middle School Won the Battle Against Cell Phones](#)

PRESENTER / STAFF CONTACTS:

Ivonne Dibblee, Assistant Superintendent of Education

Ryan Richardson, Associate Director of Secondary Programs and District Athletic Director

Kelli Rhea, Alder Creek Middle School Principal

**2024-25 ORGANIZATIONAL RESOLUTION FOR THE
REQUIRED DESIGNATIONS, AUTHORIZATIONS AND
APPOINTMENTS**

ACTION
Agenda Item #3
June 20, 2024

SUPERINTENDENT'S RECOMMENDATION:

Recommend approval of the designations, authorizations, and appointments as identified in items A. through I. on the attached Organizational Resolution for the Required Designations, Authorizations, and Appointments for Fiscal Year 2024-25.

- A. Chief Administrative Officers and District Clerk (ORS 332.515)
- B. Budget Officer (ORS 294.331)
- C. Deputy Clerk
- D. Custodian of Funds and Established Depositories for School Funds (ORS 328.441, ORS 294.805 to ORS 294.895 and ORS 328.445)
- E. Authority to Invest Funds (ORS 294.035) and (ORS 294.810, 294.815)
- F. Auditors (ORS 297.405, 327.137 and 328.465)
- G. Designate Official Publications
- H. Contract Signers (ORS 279A.075, 332.075(3))
- I. Legal Counsel

ORIGINATED BY:

This is an annual agenda item, required to make needed designations, authorizations, and appointments.

ATTACHMENTS:

Organizational Resolution for the Required Designations, Authorizations, and Appointments for Fiscal Year 2024-25

PRESENTER / STAFF CONTACT:

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

**ORGANIZATIONAL RESOLUTION FOR THE REQUIRED
DESIGNATIONS, AUTHORIZATIONS, AND APPOINTMENTS
FOR FISCAL YEAR
2024-25**

WHEREAS: BE IT RESOLVED, the Board of Directors of the North Clackamas School District approves the designations, authorizations and appointments as recommended in items A. through I.

A. Chief Administrative Officers and District Clerk (ORS 332.515)

- a. Dr. Shay James, Superintendent, shall be the Chief Administrative Officer and District Clerk of the Board of Directors with designated powers as stated in Board Policy, including administration of all local, state and federal funds and programs.

B. Budget Officer (ORS 294.331)

- a. Mr. Matthew J. Makara, Executive Director of Finance and Business Services, shall be the Budget Officer.

C. Deputy Clerk

- a. Mr. Matthew J. Makara, Executive Director of Finance and Business Services, shall be the Deputy Clerk.

D. Custodian of Funds and Established Depositories for School Funds (ORS 328.441, ORS 294.805 to ORS 294.895 and ORS 328.445)

- a. Designate the depositories for school funds to be qualified depositories for public funds as approved by the Oregon State Treasury under ORS 295.002.
- b. Designate the Superintendent (Dr. Shay James) and Executive Director of Finance and Business Services (Mr. Matthew J. Makara) as custodian of funds and authorized to sign checks. Also, Chief of Staff (Ms. Tiffany Shireman) and Chief of Human Resources & Business Services (Ms. Michelle Riddell) are authorized to sign checks.
- c. Authorize facsimile signatures for all checks.
- d. Distributions of \$100,000 and over require authorization via an original signature (one for \$100,000 to \$250,000 and two for \$250,000 and over).

E. Authority to Invest Funds (ORS 294.035) and (ORS 294.810, 294.815)

- a. Authorize the State of Oregon Local Government Investment Pool as an investing agent for the North Clackamas School District No. 12, Clackamas County, Oregon.
- b. Authorize Superintendent (Dr. Shay James) and Executive Director of Finance and Business Services (Mr. Matthew J. Makara) to invest funds in accordance with District policy.

F. Auditors (ORS 297.405, 327.137 and 328.465)

- a. Designate Pauly Rogers & Co. as the independent audit firm for the North Clackamas School District.

G. Designate Official Publications

- a. Designate the Pamplin Media Group as the official publications for the North Clackamas School District for the 2024-25 fiscal year.

H. Contract Signers (ORS 279A.075 and 332.075(3))

- a. Designate the Chief of Staff (Ms. Tiffany Shireman), Chief of Human Resources & Business Services (Ms. Michelle Riddell), Executive Director of Finance & Business Services (Mr. Matthew J. Makara), Director of Business Operations (Ms. Gwen Chapman) authority to enter into contracts.

I. Legal Counsel

- a. Designate Miller Nash LLP as the legal counsel firm for the North Clackamas School District.

Approved this 20th day of June, 2024.

Jena Benaloga, Board of Directors Chair

Shay James, Superintendent/Clerk

**SUPPLEMENTAL BUDGET AND TRANSFERRING
APPROPRIATIONS FOR FISCAL YEAR 2023-2024**

ACTION
Action Item #4
June 20, 2024

SUPERINTENDENT’S RECOMMENDATION:

Approval of resolution for the supplemental budget and appropriations transfer as presented below to meet budgeting requirements.

BUDGET IMPACT/SOURCE OF FUNDS: Described below

BACKGROUND:

Prior to the start of each fiscal year, the Board adopts a resolution to appropriate dollars for the day-to-day operations of the district. Adjustments in budgeted expenditures throughout the year can create a need to re-align appropriations.

Oregon budget law (ORS 294.463 & ORS 294.471) requires that the Board of Directors approve any changes in the original budget appropriations by official resolution. The purpose of these resolutions is to adopt the supplemental budget and authorize the level of expenditures needed by the district as outlined below.

Throughout the 2023-24 school year we have monitored expenditures by appropriation level. The makes the following appropriations transfers:

General Fund (100): Increase in Support Services expense primarily as a result of increased transportation and utility expenses, offset by a reduction in budgeted Contingency.

Special Revenue (200): Increases in Enterprise and Community Services, related to Nutrition Services excess operating balance spend down, and Facilities Acquisition and Construction, related to the timing of federally funded projects. These are offset by a decrease in Contingency.

Debt Service (300): Increase related to increased transfer from Capital Projects Fund, with corresponding increase in requirements to balance.

Capital Projects Fund (400): Technical correction, increasing transfer to Debt Service fund related to Construction Excise Tax. This is for a transfer that was originally to have been made in FY 2022/23.

Trust and Agency Fund (700): Increase in support services within charter schools, primarily related to position classification with corresponding offset in Instruction.

General Fund (100)	Existing	Changes	Adjusted
Instruction	144,461,519	0	144,461,519
Support Services	103,511,818	2,000,000	105,511,818
Enterprise & Community Services	13,203	0	13,203
Facilities Acquisition	300,000	0	300,000
Transfer Out	5,674,380	0	5,674,380
Contingency	24,185,180	(2,000,000)	22,185,180
Total	278,146,100	0	278,146,100

Special Revenue Fund (200)	Existing	Changes	Adjusted
Instruction	30,571,180	0	30,571,180
Support Services	25,823,084	0	25,823,084
Enterprise & Community Services	10,801,275	900,000	11,701,275
Facilities Acquisition	7,000,000	500,000	7,500,000
Transfer Out	1,140,000	0	1,140,000
Contingency	6,000,000	(1,400,000)	4,600,000
Total	81,335,539	0	81,335,539

Debt Service Fund (300) - Resources	Existing	Changes	Adjusted
Revenue from Local Sources	53,611,962	0	53,611,962
Other Sources	2,376,415	270,000	2,646,415
Total	55,988,377	270,000	56,258,377

Debt Service Fund (300) - Requirements	Existing	Changes	Adjusted
Debt Service Fund (300) - Requirements	55,988,377	270,000	56,258,377
Total	55,988,377	270,000	56,258,377

Capital Projects Fund (400)	Existing	Changes	Adjusted
Support Services	5,000,000	0	5,000,000
Facilities Acquisition	26,838,151	(270,000)	26,568,151
Transfer Out	257,849	270,000	527,849
Total	32,096,000	0	32,096,000

Trust and Agency Fund (700)	Existing	Changes	Adjusted
Instruction	10,338,696	(200,000)	10,138,696
Support Services	2,017,247	200,000	2,217,247
Total	12,355,943	0	12,355,943

ATTACHMENT:

Resolution for Appropriations Transfer

PRESENTER / STAFF CONTACT:

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

**RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET AND TRANSFERRING
APPROPRIATIONS
FOR FISCAL YEAR
2023-24**

Resolution # R23/24-xx

WHEREAS: The Board of Directors of North Clackamas School District No. 12 adopted the budget and approved the appropriations for the 2023-2024 fiscal year as of July 1, 2023, and

WHEREAS: The District’s reporting requirements have changed, making it necessary to make the following transfers to meet budgeting and financial reporting requirements.

NOW THEREFORE BE IT RESOLVED: The Board of Directors of the North Clackamas School District No. 12 hereby adopts the supplemental budget for the fiscal year 2023-24 in the total amount of \$501,272,760 and the appropriations for the fiscal year 2023–24 approved by the Board of Directors are amended, in accordance with ORS 294.463, as follows:

General Fund (100)	Existing	Changes	Adjusted
Instruction	144,461,519	0	144,461,519
Support Services	103,511,818	2,000,000	105,511,818
Enterprise & Community Services	13,203	0	13,203
Facilities Acquisition	300,000	0	300,000
Transfer Out	5,674,380	0	5,674,380
Contingency	24,185,180	(2,000,000)	22,185,180
Total	278,146,100	0	278,146,100

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Instruction	30,571,180	0	30,571,180
Support Services	25,823,084	0	25,823,084
Enterprise & Community Services	10,801,275	900,000	11,701,275
Facilities Acquisition	7,000,000	500,000	7,500,000
Transfer Out	1,140,000	0	1,140,000
Contingency	6,000,000	(1,400,000)	4,600,000
Total	81,335,539	0	81,335,539

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Revenue from Local Sources	53,611,962	0	53,611,962
Other Sources	2,376,415	270,000	2,646,415
Total	55,988,377	270,000	56,258,377

Debt Service Fund (300) - Requirements	Existing	Changes	Adjusted
Debt Service Fund (300) - Requirements	55,988,377	270,000	56,258,377
Total	55,988,377	270,000	56,258,377

Capital Projects Fund (400)	Existing	Changes	Adjusted
Support Services	5,000,000	0	5,000,000
Facilities Acquisition	26,838,151	(270,000)	26,568,151
Transfer Out	257,849	270,000	527,849
Total	32,096,000	0	32,096,000

Trust and Agency Fund (700)	Existing	Changes	Adjusted
Instruction	10,338,696	(200,000)	10,138,696
Support Services	2,017,247	200,000	2,217,247
Total	12,355,943	0	12,355,943

Approved this 20th day of June, 2024.

 Jena Benaloga, Board Chair
 North Clackamas School District No. 12

 Shay James, Superintendent/Clerk