

LEAD ? SERVE ? INNOVATE

BOARD OF DIRECTORS

Regular Session

Wednesday, November 17, 2021

NOTICE IS HEREBY GIVEN that the Clackamas Education Service District Board of Directors will meet in public Regular Session on Wednesday, November 17, at approximately 6:00 PM. The meeting will be conducted virtually in compliance with state social-distancing and indoor gathering requirements. Public comments may be submitted by 12:00 PM the day of the meeting by following the instructions on the CESD website.

Public Zoom Link: <https://clackesd.zoom.us/j/97421403402>

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592

Webinar ID: 974 2140 3402

In accordance with the ADA, requests for accommodation should be made in advance to: Laurel Roth, Clackamas ESD, 13455 SE 97th Avenue, Clackamas, Oregon, 97015; 503.675.4003; lroth@clackesd.org.

Larry Didway, Superintendent
Clackamas Education Service District
Clackamas County

6:00 PM

Virtual

Agenda

I.	Call to Order: Chair Wade Byers
II.	Patron Comments
III.	Recognition and Correspondence
	III.A. Staff Spotlight - Shirley Skidmore
IV.	Addendum to the Agenda
V.	Addition, Deletions, or Revisions to, and Approval of Consent Agenda Items - <i>Action</i>
	V.A. Minutes
	V.A.1. Minutes Board Work Session - 10/20/2021
	V.A.2. Minutes Board Regular Session - 10/20/2021

V.B. Consent Agenda for Personnel

VI. **Reports**

VI.A. Financial Reports

VI.B. Personnel Report

VII. **Discussion / Action Items**

VII.A. OSBA Elections - Larry Didway **ACTION**

VII.A.1. OSBA Board of Directors Position 8 - Libra Forde **ACTION**

VII.A.2. OSBA LPC Position 7 - Chrissy Reitz **ACTION**

VII.A.3. OSBA LPC Position 8 - Kathy Wai **ACTION**

VII.B. Policy Development - Jeff Fish **ACTION**

VII.B.1. Policy for Second Read/Adoption: CBA - Qualifications and Duties of the Superintendent

VII.B.2. Policy for Second Read/Adoption: JFCEB - Electronic Devices and Social Media

VII.C. Real Estate Update - Tim Witcher

VII.C.1. Resolution #2021-506 Declare as Surplus and Sell Real Property **ACTION**

VII.D. Early Learning Center Naming Process - Larry Didway

VII.D.1. Policy for Review: FF Version 1 - Naming Facilities

VII.D.2. Policy for Review: FF Version 2 - Naming Facilities

VII.E. Local Service Plan Presentation Schedule - Larry Didway

VII.F. Native American Heritage Month - Dawnnesha Lasuncet

VIII. **Superintendent, Board and Staff Updates**

VIII.A. Board Members

VIII.B. Superintendent's Report

VIII.B.1. Superintendent's Accountability Report

VIII.C. Staff Reports

IX. **Adjournment**



**MINUTES OF THE
CLACKAMAS EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
Wednesday, October 20, 2021**

The Clackamas Education Service District Board of Directors (the "Board") met in Board Work Session on Wednesday, October 20, 2021, at 5:00 PM. The meeting was held virtually using Zoom

The following Board members were present: Linda Brown, Wade Byers, Nadene Duffield, Jon Eyman, Greg McKenzie, Len Mills, and Susan Trone.

The following staff members were present: Superintendent Larry Didway, Jeff Fish, Tim Witcher, and recording secretary Laurel Roth.

- I. Call to Order: Chair Wade Byers
Chair Byers called the meeting to order at 5:00 PM.
- II. Board Committees
Larry Didway referred the Board to two documents in their packet: a decision tree from the Oregon Attorney General's Guide to Public Meetings and the 2021-22 Board Committee Roster. Larry explained that the decision tree is a tool to help boards determine whether or not a committee is subject to public meeting law. The Board used the tool to discuss each committee's structure. By using the tool, the current structure of the OAESD Governance Committee and the Equity Committee were determined not to be subject to public meeting law. The Board discussed the structure of the Audit, Facilities/Real Estate, and Policy Committees. There was discussion about these committees being management committees that report to the superintendent rather than committees that report to the Board. According to the tool, management committees would not be subject to public meeting law. The Board discussed taking action during the Regular Session to formally clarify these committee structures.
- III. Real Estate
The Board reviewed an aerial map of CESD's property illustrating proposed revisions to the property lines. Tim Witcher reviewed the changes that are being proposed to the CESD property line in conjunction with the potential sale of surplus property. Tim answered questions from the Board.

IV. Adjournment

Chair Byers adjourned the meeting at 5:57 PM.

CHAIR

Education Service District Board
Clackamas County, Oregon

RECORDING SECRETARY

SUPERINTENDENT/CLERK

Education Service District Board
Clackamas County, Oregon



**MINUTES OF THE
CLACKAMAS EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
Wednesday, October 20, 2021**

The Clackamas Education Service District Board of Directors (the “Board”) met in Regular Session on Wednesday, October 20, 2021, at 6:00 PM. The meeting was held virtually using Zoom.

The following Board members were present: Linda Brown, Wade Byers, Nadene Duffield, Jon Eyman, Greg McKenzie, Len Mills, and Susan Trone.

The following staff members were present: Superintendent Larry Didway, Ewan Brawley, Jeff Fish, Jared Hayes, Makoa Jacobsen, Dawnnesha Lasuncet, Ami Rivers, Shirley Skidmore, Tim Witcher, Andrew Winter, and recording secretary Laurel Roth.

I. Call to Order: Chair Wade Byers

Chair Byers called the meeting to order at 6:02 PM.

II. Patron Comments

There were no patron comments.

III. Recognition and Correspondence

A. Staff Spotlight - Shirley Skidmore

Makoa Jacobsen introduced this month’s staff member being spotlighted, CESD’s Information Security Analyst Andrew Winter. Andrew spoke to the Board about his role at CESD and the work being done by the technology department to improve cybersecurity for staff, students and families. The Board thanked Andrew for his presentation.

IV. Addendum to the Agenda

Larry Didway suggested amending the agenda to move item VII. A. to be the next item on the agenda so that the resolution to declare Cybersecurity Awareness Month could take place while Andrew Winter was still in attendance. Chair Byers accepted this addendum to the agenda.

A. Declaration of Cybersecurity Awareness Month (Resolution #2021-505) - Makoa Jacobsen *ACTION*

Makoa Jacobsen read the resolution aloud. Chair Byers said he would entertain a motion to adopt this resolution. Linda Brown made a motion to approve Resolution #2021-505, the motion was seconded by Len Mills, and was unanimously approved by those in attendance. Votes were cast one at a time via a roll call.

V. Addition, Deletions, or Revisions to, and Approval of Consent Agenda Items – *Action*

Chair Byers said he would entertain a motion to approve the consent agenda. Greg McKenzie made a motion to approve the consent agenda items as presented, the motion was seconded by

Linda Brown, and was unanimously approved by those in attendance. Votes were cast one at a time via a roll call.

A. Minutes

B. Consent Agenda for Personnel

VI. **Reports**

A. Financial Reports

Tim Witcher shared the financial report with the Board and said that this would be the final report for the previous fiscal year. He reviewed some of the revenue and expenditure data with the Board. Tim shared figures with the Board on service delivery funds that have gone back to component districts for their use. He also reported on the status of the audit saying it is in process and should be finished by the end of October.

B. Personnel Report

Jeff Fish referred the Board to the Personnel Report in their packet. He said the current report reflects the ongoing staffing shortages and he reviewed the current list of vacancies with the Board.

VII. **Discussion / Action Items**

A. Declaration of Cybersecurity Awareness Month (Resolution #2021-505) - Makoa Jacobsen **ACTION**

There was an addendum to the agenda and this item was moved to IV. A.

B. Board Committee Discussion - Larry Didway

Larry Didway explained that the Board met in a Work Session prior to the Regular Session to discuss board committees and the previous action taken in July. Based on that conversation, there was a discussion about the Board taking action in the Regular Session to clarify and align the understanding of what the Board's intent was in July.

Greg McKenzie said that the Board's practice has not been aligned with the action that was taken in July and said he believed that the first step would be a motion to rescind that action. Greg McKenzie then made a motion to rescind the appointment of board members to the Facilities/Real Estate, Policy, Audit and Equity Committees. The motion was seconded by Len Mills. The Chair called for discussion. Linda Brown stated that the committees that were designated in July would be reclassified to reflect their true nature which in practice is very different from a board committee. Chair Byers called for further discussion. Hearing none, votes were cast one at a time via a roll call and the motion was approved unanimously by those in attendance.

Greg McKenzie explained that in practice the committees have been management committees, not board committees as board members have been attending as liaisons for information gathering purposes rather than for the purpose of reporting to the Board. Greg suggested a motion to make the Audit, Facilities/Real Estate, Policy, and Equity Committees management committees led by the superintendent with board members attending as liaison representatives. The motion was seconded by Nadend Duffield. The Chair called for discussion. Hearing none, votes were cast one at a time via a roll call and the motion was approved unanimously by those in attendance.

C. Policy Development - Jeff Fish **ACTION**

Jeff Fish reported on behalf of the Policy Committee. He said that policies CBA and JFCEB were being recommended for first reading by the Policy Committee. Jeff said that policy CBA supplements existing policy CB. He explained that CBA would review and revise the superintendent's job description upon seeking a new superintendent. Jeff said that policy JFCEB, Electronic Devices and Social Media for Students, would be a new policy for CESD. There is already a similar policy in place for staff.

Jeff said the Policy Committee is recommending that the Board rescind current policy GAA and in lieu of that allow the superintendent to adopt new administrative rule GAA-AR. This would allow the superintendent to check in with the Board and have flexibility over the definitions of personnel.

Jeff answered questions from the Board.

The Chair asked for a motion to approve policy CBA for first reading. Linda Brown made the motion and the motion was seconded by Len Mills. The Chair called for discussion. Hearing none, the Chair called for a vote. The motion was unanimously approved by those in attendance. Votes were cast one at a time via a roll call.

The Chair asked for a motion to approve policy JFCEB for first reading. Greg McKenzie made the motion and the motion was seconded by Linda Brown. The Chair called for discussion. Hearing none, the Chair called for a vote. The motion was unanimously approved by those in attendance. Votes were cast one at a time via a roll call.

The Chair asked for a motion to rescind policy GAA. Nadene Duffield made the motion and Len Mills seconded the motion. The Chair called for discussion. Hearing none, the Chair called for a vote. The motion was unanimously approved by those in attendance. Votes were cast one at a time via a roll call.

1. Policy for First Reading: CBA
2. Policy for First Reading: JFCEB
3. Administrative Rule for Review: GAA-AR
- D. Vaccination Mandate Update - Larry Didway

Larry Didway reported that 100% of CESD staff has complied with the mandate that took effect October 18 requiring all school employees to be vaccinated or have an approved health or religious exception. Larry reported that 96.26% of CESD staff has submitted proof of vaccination. The remaining 3.74% were granted a qualified exception. Larry thanked Jeff Fish, Ken Griffin, Lynnette Udenby, and all of the HR department for their work in verifying mandate compliance for all staff. Larry also thanked all CESD staff for taking the order seriously and doing everything possible to create a safe learning and working environment.

- E. Real Estate Update - Tim Witcher

Tim Witcher shared details from a recent meeting with the prospective buyer of the surplus property regarding the proposed lot line. He said there was also a discussion about the possibility of a joint fencing project. Tim also shared that there is a meeting scheduled on November 10 with Clackamas County to review the pre-application process and learn more about what will be required for the lot line adjustment. Tim said that additional details will be reported at the November meeting.

VIII. Superintendent, Board and Staff Updates

- A. Board Members

Board members took turns sharing individual updates.

- B. Superintendent's Report

Larry Didway spoke about the strains being felt due to the staffing shortages and the effects of the pandemic. He expressed deep gratitude and appreciation to all of the CESD staff for their dedicated service and hard work to meet the needs of students during this challenging time.

Larry reported that he and Ewan Brawley recently attended the OAESD Superintendent Retreat in Bend and he shared some details from that event. Larry reminded the Board that the OAESD November Summit in Salem was canceled. Virtual sessions are in the process of being planned and are likely to be held in December and January.

1. Superintendent's Accountability Report

- C. Staff Reports

Ewan Brawley thanked Jared Hayes for his poise and steady leadership in a time of huge transition

for the LEEP program. Ewan gave kudos to the entire LEEP team for their hard work over the last few days and commended them for keeping students at the center of the decisions that were made. Ewan also reported on a recent meeting with architects and early learning leadership to plan for updates to the new building.

Jared Hayes reported that the LEEP program has been experiencing significant staffing shortages and he spoke about how the program has been affected. The program will be moving to a hybrid model with all students receiving four days of in-person instruction and one day at home with synchronous online learning. With strategic staffing, this will enable the students to receive the supports they need. All stakeholders have been informed and several information sessions have been held for families.

Shirley Skidmore reiterated the celebration in Clackamas County where local teacher Ethelyn Tumalaud was named Oregon teacher of the year.

IX. Adjournment

Chair Byers adjourned the meeting at 7:15 PM.

CHAIR
Education Service District Board
Clackamas County, Oregon

RECORDING SECRETARY

SUPERINTENDENT/CLERK
Education Service District Board
Clackamas County, Oregon

CONSENT AGENDA
November 17, 2021

APPOINTMENT / NEW HIRE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>DATE</u>	<u>NAME</u>	<u>ASSOCIATION</u>
ESD-EI/ECE	Specialist, EI/ECE (TSPC)	10/18/2021	Robison, Carrie A	Licensed
ESD-EI/ECE	Specialist, EI/ECSE (ODE)	10/18/2021	Toupin, Lisa M	Licensed

POSITION TRANSFER

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>DATE</u>	<u>NAME</u>	<u>ASSOCIATION</u>
ESD-EI/ECE	Coach, Inclusion	9/27/2021	Rapp, Andrea Lynne	Licensed
	<i>Formerly:</i> Specialist, EI/ECSE (ODE)			

RESIGNATION

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>DATE</u>	<u>NAME</u>	<u>ASSOCIATION</u>
ESD-LEEP	Teacher, LEEP	10/29/2021	House, Brian Wesley	Licensed



Financial Summary — November 2021

GENERAL FUND <ul style="list-style-type: none"> • Resources— SSF payments are on schedule, but the majority of revenue will be received in the November-December timeframe when taxes are collected. • Expenditures—Now that open enrollment is over, salary encumbrances will stabilize. 	
SPECIAL REVENUES (Grants & Contracts) <ul style="list-style-type: none"> • These funds are ramping up. Salaries and benefits will stabilize now that open enrollment has ended. 	DEBT SERVICE (PERS UAL Refinancing) <ul style="list-style-type: none"> • PERS UAL tracking is ongoing to ensure CESD meets its debt service obligations.
CAPITAL PROJECT FUND <ul style="list-style-type: none"> • Renovations are planned for both the North Building and the Main building via loan proceeds and the sale of surplus property. It should be noted that sales proceeds are restricted in use to public improvements and debt reduction. 	ENTERPRISE FUNDS (Services provided to school districts & CESD programs) <ul style="list-style-type: none"> • These funds realize expenditures (salaries and benefits) for the entire year while revenue is only recorded as received/billed, so the projected fund balances are not actual projections. This will begin to catch up in ensuing months.
INTERNAL SERVICE (Services provided within CESD) <ul style="list-style-type: none"> • Please see Enterprise Funds. 	

GENERAL FUND
STATEMENT OF RESOURCES
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021

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<u>SOURCE</u>	<u>7/1/2021</u> <u>BUDGET</u>	Y-T-D <u>11/9/2021</u>	<u>ANTICIPATED</u>	<u>TOTAL</u> <u>11/9/2021</u>	BALANCE FAVORABLE/ <u>(UNFAVORABLE)</u>	<u>--%--</u>
STATE SCHOOL SUPPORT FORMULA						
1111 CURRENT YEAR'S TAXES	\$18,145,338.00	\$0.00	\$18,145,338.00	\$18,145,338.00	\$0.00	100.00%
1112 PRIOR YEAR'S TAXES	251,000.00	52,196.11	198,803.89	251,000.00	0.00	100.00%
1114 PAYMENTS IN LIEU OF PROPERTY TAXES	1,600.00	0.00	1,600.00	1,600.00	0.00	100.00%
1190 INTEREST ON TAX COLLECTIONS	10,000.00	0.00	10,000.00	10,000.00	0.00	100.00%
1192 INTEREST- PRIOR TAXES	50,000.00	7,406.98	42,593.02	50,000.00	0.00	100.00%
3101 STATE SCHOOL SUPPORT FUNDS	10,208,045.00	4,469,443.00	5,738,602.00	10,208,045.00	0.00	100.00%
TOTAL SSSF SOURCES	\$28,665,983.00	\$4,529,046.09	\$24,136,936.91	\$28,665,983.00	\$0.00	100.00%
NON STATE SCHOOL SUPPORT FORMULA SOURCES						
LOCAL SOURCES						
1314 FLOW THROUGH FUNDS	\$1,000,000.00	\$0.00	\$1,000,000.00	\$1,000,000.00	\$0.00	100.00%
1510 EARNINGS ON INVESTMENTS	250,000.00	12,928.34	237,071.66	250,000.00	0.00	100.00%
1980 FEES CHARGED TO GRANTS	400,000.00	91,303.37	308,696.63	400,000.00	0.00	100.00%
1999 MISCELLANEOUS REVENUE	31,000.00	412.76	30,587.24	31,000.00	0.00	100.00%
TOTAL LOCAL SOURCES	\$1,681,000.00	\$104,644.47	\$1,576,355.53	\$1,681,000.00	\$0.00	6.23%
OTHER SOURCES						
2199 COUNTY FUNDS	\$0.00	\$0.00	\$10,658.90	\$10,658.90	\$10,658.90	
3104 STATE TIMBER	\$0.00	355.15	-\$355.15	\$0.00	\$0.00	
5200 TRANSFERS	100,000.00	0.00	0.00	0.00	(100,000.00)	
5400 BEGINNING FUND BALANCE	6,681,469.00	13,676,276.96	0.00	13,676,276.96	6,994,807.96	204.69%
TOTAL OTHER SOURCES	\$6,781,469.00	\$13,676,632.11	0.00	\$13,686,935.86	\$6,905,466.86	201.83%
TOTAL NON SSSF SOURCES	\$8,462,469.00	\$13,781,276.58	\$1,576,355.53	\$15,367,935.86	\$6,905,466.86	162.85%
TOTAL RESOURCES	\$37,128,452.00	\$18,310,322.67	\$25,713,292.44	\$44,033,918.86	\$6,905,466.86	49.32%

GENERAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021

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	BUDGET	ACTUAL		TOTAL 11/9/2021	BALANCE FAVORABLE/ (UNFAVORABLE)	--%-- COMMITTED
		Y-T-D	#			
		11/9/2021				
INSTRUCTION						
1222 LIFE ENRICHMENT EDUCATION PROGRAM	\$9,064,766.00	\$1,356,003.12	\$5,710,155.75	\$7,066,158.87	\$1,998,607.13	77.95%
1223 LIFE ENRICHMENT ED PROG CONTINUATION	41,909.00	81,917.59	0.00	81,917.59	(40,008.59)	195.47%
TOTAL INSTRUCTION	\$9,106,675.00	\$1,437,920.71	\$5,710,155.75	\$7,148,076.46	\$1,958,598.54	78.49%
2119 HOME INSTRUCTION	\$14,140.00	\$3,139.17	6,283.99	\$9,423.16	\$4,716.84	66.64%
2148 CHILD EVALUATION CENTER - AGE 0 - 5	865,351.00	281,906.77	538,326.98	820,233.75	45,117.25	94.79%
2210 TEACHING & LEARNING	1,376,959.00	251,973.82	517,472.09	769,445.91	607,513.09	55.88%
2240 PROFESSIONAL DEVELOPMENT BANK	52,800.00	0.00	0.00	0.00	52,800.00	0.00%
2310 BOARD OF EDUCATION	280,739.00	60,281.52	69,810.91	130,092.43	150,646.57	46.34%
2321 EXECUTIVE OFFICE	590,959.00	182,689.74	351,908.98	534,598.72	56,360.28	90.46%
2520 FISCAL SERVICES	1,148,731.00	258,581.65	478,509.92	737,091.57	411,639.43	64.17%
2550 PUPIL TRANSPORTATION	30,000.00	2,686.50	11,000.00	13,686.50	16,313.50	45.62%
2573 DELIVERY SERVICES	55,704.00	8,087.45	27,698.47	35,785.92	19,918.08	64.24%
2633 PUBLIC INFORMATION SERVICES	420,948.00	103,063.37	197,064.31	300,127.68	120,820.32	71.30%
2640 HUMAN RESOURCES	916,628.00	267,658.64	446,300.41	713,959.05	202,668.95	77.89%
2660 TECHNOLOGY SERVICES	2,902,762.00	1,197,229.72	1,024,018.93	2,221,248.65	681,513.35	76.52%
2690 MEDICAID ADM CLAIMING MATCH	300,000.00	40,789.18	0.00	40,789.18	259,210.82	13.60%
2700 SUPPLEMENTAL RETIREMENT	403,265.00	40,520.73	107,085.10	147,605.83	255,659.17	36.60%
TOTAL SUPPORT SERVICES	\$9,358,986.00	\$2,698,608.26	\$3,775,480.09	\$6,474,088.35	\$2,884,897.65	69.18%
OTHER REQUIREMENTS						
5110 LONG TERM DEBT RETIREMENT	\$1,052,872.00	\$114,147.81	0.00	\$114,147.81	\$938,724.19	10.84%
5200 TRANSFER OF FUNDS	1,200,000.00	0.00	0.00	0.00	1,200,000.00	0.00%
5300 SERVICE DELIVERY MODEL (SDM)	12,250,000.00	1,231,210.00	0.00	1,231,210.00	11,018,790.00	10.05%
6110 CONTINGENCY	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00%
TOTAL OTHER SOURCES	\$15,502,872.00	\$1,345,357.81	\$0.00	\$1,345,357.81	\$14,157,514.19	8.68%
TOTAL	\$33,968,533.00	\$5,481,886.78	9,485,635.84	\$14,967,522.62	\$19,001,010.38	44.06%

SPECIAL REVENUE FUNDS
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021

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	EXPENDITURES				
	BUDGET	Y-T-D	ENCUMBERED	TOTAL	BALANCE
		11/9/2021			
SPECIAL REVENUE FUNDS					
201 CCR&R TRAINING FUND	\$190,309.00	\$2,745.00	\$39,295.00	\$42,040.00	\$148,269.00
202 OREGON HEAD START PRE KINDERGARTEN PROGRAM	\$3,396,394.00	448,674.87	1,609,778.83	2,058,453.70	1,337,940.30
203 EARLY INTERVENTION/EARLY CHILDHOOD PROGRAM	\$15,756,811.00	3,604,405.93	9,945,854.95	13,550,260.88	2,206,550.12
204 CHILDCARE RESOURCE & REFERRAL (CCR&R) NETWORK	\$907,912.00	177,293.38	339,960.09	517,253.47	390,658.53
206 LONG TERM CARE & TREATMENT PROGRAM	\$158,000.00	0.00	0.00	0.00	158,000.00
207 ESSER FUNDS	\$3,314,968.00	34,466.89	91,197.18	125,664.07	3,189,303.93
209 OEA CHOICE TRUST	\$3,338,942.69	750.00	0.00	750.00	3,338,192.69
213 STUDENT TEACHERS	\$2,890.00	0.00	0.00	0.00	2,890.00
215 PARROTT CREEK PROGRAM	\$248,830.00	41,639.52	183,462.75	225,102.27	23,727.73
219 HERON CREEK SCHOOL	\$5,703,376.00	1,040,232.68	3,615,899.12	4,656,131.80	1,047,244.20
222 REGIONAL EDUCATOR NETWORK	\$4,497,739.00	192,518.25	526,353.00	718,871.25	3,778,867.75
226 EXTENDED ASSESSMENT TRAINING	\$1,103.00	0.00	0.00	0.00	1,103.00
227 TRANSITION NETWORK	\$176,043.00	50,194.98	92,087.10	142,282.08	33,760.92
229 IDEA ENHANCEMENT GRANT	\$5,476.00	0.00	0.00	0.00	5,476.00
230 SMALL GRANTS FUND	\$313,159.00	0.00	0.00	0.00	313,159.00
232 TITLE III- ENGLISH LANGUAGE SPECIALIST	\$222,869.45	37,878.42	81,199.11	119,077.53	103,791.92
233 STUDENT SUCCESS ACT	\$1,903,661.37	207,134.06	383,065.66	590,199.72	1,313,461.65
234 STUDENT SAFETY & PREVENTION SPECIALIST	\$109,982.16	38,046.79	67,947.51	105,994.30	3,987.86
235 SHSPG	\$60,000.00	14,158.67	38,133.24	52,291.91	7,708.09
241 CONTRACTED SERVICES- TEACHING & LEARNING	\$0.00	0.00	0.00	0.00	0.00
244 CONTRACTED SERVICES- COMMUNICATIONS	\$75,822.00	0.00	0.00	0.00	75,822.00
245 CONTRACTED SERVICES- FISCAL SERVICES	\$100,000.00	3,671.00	20,370.00	24,041.00	75,959.00
246 CONTRACTED SUPPORT SERVICES	\$810,229.00	0.00	0.00	0.00	810,229.00
248 CONTRACTED SERVICES- TECHNOLOGY SERVICE	\$615,106.00	115,931.42	287,507.73	403,439.15	211,666.85
250 SUMMER MIGRANT PROGRAM	\$355,965.00	181,761.60	4,687.44	186,449.04	169,515.96
254 PRESCHOOL MIGRANT EDUCATION PROGRAM	\$94,502.00	1,003.38	3,047.94	4,051.32	90,450.68
256 REGULAR MIGRANT EDUCATION PROGRAM	\$1,176,673.00	125,883.39	681,185.07	807,068.46	369,604.54
260 REGIONAL CO-OP FOR PROF/TECH EDUCATION	\$834,388.97	89,174.68	114,790.86	203,965.54	630,423.43
265 WORKFORCE INVESTMENT ACT (WIA) YOUTH PROGRAM	\$658,861.00	117,533.17	394,665.03	512,198.20	\$146,662.80
269 EMERGENCY OPERATIONS GRANT	\$175,000.00	29,967.01	19,512.19	49,479.20	125,520.80
273 NURSING SERVICES	\$1,104,337.00	14,509.86	65,420.41	79,930.27	1,024,406.73
278 SPECIAL EDUCATION SUPPORT	\$128,198.00	0.00	16,500.00	16,500.00	111,698.00
283 SPECIAL EDUCATION DONATION PROGRAM	\$19,000.00	0.00	3,470.00	3,470.00	15,530.00
285 ECSE DONATION PROGRAM	\$15,087.00	0.00	0.00	0.00	15,087.00
293 COUNTY WIDE SUB TRANING	\$20,294.00	71.80	0.00	71.80	20,222.20
294 GROW YOUR OWN GRANT	\$200,000.00	26,602.72	111,997.45	138,600.17	61,399.83
TOTAL SPECIAL REVENUE FUNDS	\$46,691,928.64	\$6,596,249.47	\$18,737,387.66	\$25,333,637.13	\$21,358,291.51

**PERS UAL DEBT SERVICE
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021**

PAGE 4

<u>SOURCE</u>	<u>BUDGET</u>	<u>Y-T-D 11/9/2021</u>	<u>ANTICIPATED</u>	<u>TOTAL 11/9/2021</u>	<u>BALANCE OVER/(UNDER)</u>
RESOURCES					
5400 BEGINNING FUND BALANCE	\$525,000.00	\$679,528.35	(\$154,528.35)	\$525,000.00	\$0.00
1510 EARNINGS ON INVESTMENTS	6,000.00	494.05	\$5,505.95	6,000.00	0.00
1970 SERVICES PROVIDED OTHER FUNDS	1,563,755.00	569,491.51	994,263.49	1,563,755.00	0.00
TOTAL RESOURCES	<u>\$2,094,755.00</u>	<u>\$1,249,513.91</u>	<u>\$845,241.09</u>	<u>\$2,094,755.00</u>	<u>\$0.00</u>
EXPENDITURES					
610 PRINCIPAL	\$1,270,000.00	\$0.00	\$1,270,000.00	\$1,270,000.00	\$0.00
620 INTEREST	515,650.00	0.00	\$515,650.00	515,650.00	0.00
TOTAL EXPENDITURES	<u>\$1,785,650.00</u>	<u>\$0.00</u>	<u>\$1,785,650.00</u>	<u>\$1,785,650.00</u>	<u>0.00</u>
PROJECTED ENDING FUND BALANCE 6/30	\$309,105.00	\$1,249,513.91		\$309,105.00	\$0.00

**CAPITAL PROJECTS
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021**

PAGE 5

SOURCE	Y-T-D		TOTAL		BALANCE														
	BUDGET	11/9/2021	PROJECTED	11/9/2021	OVER/-UNDER														
	Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10									
RESOURCES																			
5400 BEGINNING FUND BALANCE	\$	300,000.00		\$	1,519,590.14		\$	-		\$	1,519,590.14		\$	1,219,590.14					
1999 ENERGY TRUST	\$	-			200.00					200.00				200.00					
5120 BOND PREMUIUM	\$	-			-					-				-					
5150 LOAN RECEIPTS	\$	-			-					-				-					
5200 INTERFUND TRANSFER	\$	1,200,000.00			-					-				(1,200,000.00)					
					-					-				-					
TOTAL RESOURCES		1,500,000.00			1,519,790.14					-				19,790.14					
EXPENDITURES																			
2540 CARE AND UPKEEP OF BLDG	\$	-			-		\$	-		\$	-		\$	-					
4150 BLDG ACQUISITION/REMODEL	\$	1,500,000.00			14,078.15		\$	-		14,078.15				1,485,921.85					
5110 LONG TERM DEBT SERVICE	\$	-			-					-				-					
TOTAL EXPENDITURES		1,500,000.00			14,078.15					-				1,485,921.85					
PROJECTED ENDING FUND BALANCE 6/30											-		1,505,711.99		-		1,505,711.99		1,505,711.99

**ENTERPRISE FUNDS
STATEMENT OF REVENUE AND EXPENDITURES
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021**

PAGE 6

	Fund FUND BALANCE <u>7/1/2021</u>	RESOURCES Y-T-D <u>REVENUE</u>	#	REQUIREMENTS Y-T-D <u>EXPENDITURES</u>	Fund Balance <u>11/9/2021</u>
508 MEDICAID BILLING CONSORTIUM	36,842.13	0.00		81,406.05	(44,563.92)
512 INSTRUCTIONAL STAFF TRAINING	503,526.04	4,455.00		102.63	507,878.41
518 TECHNICAL SERVICES	24,754.71	26,152.04		160,646.91	(109,740.16)
520 PRODUCTION SERVICES	(253,592.27)	162,233.07		438,134.78	(529,493.98)
530 NETWORK & INFORMATION SERVICES	<u>1,466,755.16</u>	<u>268,331.85</u>		<u>454,842.32</u>	<u>1,280,244.69</u>
TOTAL ENTERPRISE FUNDS	\$1,778,285.77	\$461,171.96		\$1,135,132.69	\$1,104,325.04

**INTERNAL SERVICE FUNDS
STATEMENT OF REVENUE AND EXPENDITURES
FOR THE FISCAL YEAR 2021-22
Year-to-date through November 9, 2021**

PAGE 7

	BEGINNING BALANCE <u>7/1/2021</u>	REVENUE <u>Y-T-D</u>	#	EXPENDITURES Y-T-D <u>11/9/2021</u>	CURRENT BALANCE <u>11/9/2021</u>
TOTAL INTERNAL SERVICE FUNDS					
609 CAR POOL	\$157,407.73	\$0.00		\$1,751.99	\$155,655.74
610 FIXED OPERATING CHARGES	77,411.37	0.00		350,179.84	(272,768.47)
625 NETWORK OPERATING CHARGES	89,520.05	0.00		167,208.40	(77,688.35)
660 INSURANCE RESERVE	443,343.99	98,417.80		1,302.19	540,459.60
TOTAL INTERNAL SERVICE FUNDS	\$767,683.14	\$98,417.80		\$520,442.42	\$345,658.52

PERSONNEL REPORT
November 17, 2021

APPOINTMENT / NEW HIRE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>DATE</u>	<u>NAME</u>	<u>ASSOCIATION</u>
EI/ECSE	SLP Paraprofessional	10/25/2021	Ta, Jaime T	Classified
EI/ECSE	Specialist, EI/ECE (TSPC)	10/18/2021	Robison, Carrie A	Licensed
EI/ECSE	Specialist, EI/ECSE (ODE)	10/18/2021	Toupin, Lisa M	Licensed
Head Start to Success	Educational Assistant	10/6/2021	Tan, Qingxiang	Classified
LEEP	Assistant, Administrative	10/25/2021	Jalili, Aralee S	Classified
LEEP	Educational Assistant	10/14/2021	Yambra, Rochelle M	Classified
LEEP	Educational Assistant	10/19/2021	Hernandez-Quintero, Ari A	Classified
LEEP	SLP Paraprofessional (Provisional)	11/8/2021	Keroack, Jacquelyn M	Classified
LEEP	Educational Assistant	10/12/2021	Amsden, Anastasia N	Classified
LEEP	SLP Paraprofessional	10/25/2021	Troxell, Mary K	Classified

POSITION TRANSFER

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>DATE</u>	<u>NAME</u>	<u>ASSOCIATION</u>
Therapeutic	Coach, Intervention	11/17/2021	Nguyen-Jackson, David Wayne	Classified
	<i>Formerly:</i> Specialist, Tech Supp			
EI/ECSE	Coach, Inclusion	9/27/2021	Rapp, Andrea Lynne	Licensed
	<i>Formerly:</i> Specialist, EI/ECSE (ODE)			

RESIGNATION

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>DATE</u>	<u>NAME</u>	<u>ASSOCIATION</u>
LEEP	Educational Assistant	10/11/2021	Duncan, Ashley N	Classified
LEEP	Teacher, LEEP	10/29/2021	House, Brian Wesley	Licensed

PERSONNEL REPORT
November 17, 2021

VACANCIES

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>OPEN FTE</u>	<u>STATUS</u>	<u>ASSOCIATION</u>
065 - Early Learning	El/ECSE Itinerant Educational Asst EG418	0.9375	Offer Made / Hire in Process	Classified
065 - Early Learning	El/ECSE Itinerant Educational Asst EG418	0.9375	Vacancy Posted	Classified
065 - Early Learning	El/ECSE SLP Paraprofessional EG426	0.9375	Vacancy Posted	Classified
065 - Early Learning	El/ECSE Speech/Lang Path (BSPA) EG305B	1.0000	Vacancy Posted	Licensed
065 - Early Learning	El/ECSE Speech/Lang Path (BSPA) EG305B	1.0000	Vacancy Posted	Licensed
065 - Early Learning	CESC-EC Speech-Lang Path BSPA EG305	1.0000	Vacancy Posted	Licensed
065 - Early Learning	El/ECSE Admin Assistant EG420	1.0000	Vacancy Posted	Classified
065 - Early Learning	El/ECSE Services Secretary EG421	0.9375	Offer Made / Hire in Process	Classified
065 - Early Learning	El/ECSE SPRI Specialist EG309	1.0000	Offer Made / Hire in Process	Licensed
065 - Early Learning	EL Early Learning Program Coordinator EG104	1.0000	Vacancy Posted	Management
065 - Early Learning	CCRR Infant Toddler Specialist EC411	1.0000	Vacancy Posted	Classified
065 - Early Learning	CCRR Preschool Promise Quality Coach EC412	1.0000	Offer Made / Hire in Process	Classified
065 - Early Learning	CCRR Quality Improvement Specialist EC408	1.0000	Vacancy Posted	Classified
065 - Early Learning	EL HSS Classroom Assistant Bilingual EP410	0.9375	Vacancy Posted	Classified
065 - Early Learning	EL HSS Preschool Lead EP409	0.9375	Vacancy Posted	Classified
054 - Fiscal Services/Printing Services	FISCAL Accounting Specialist AF203	1.0000	Offer Made / Hire in Process	Classified
054 - Fiscal Services/Printing Services	HR/PR Administrative Specialist AS206	0.5000	Vacancy Posted	Confidential
060 - Special Education	ED HC Functional Therapeutic Ed Asst SS408	0.9063	Vacancy Posted	Classified
060 - Special Education	ED HC Functional Therapeutic Ed Asst SS408	0.9063	Vacancy Posted	Classified
060 - Special Education	ED HC Functional Therapeutic Ed Asst SS408	0.9063	Vacancy Posted	Classified
060 - Special Education	ED HC Functional Therapeutic Ed Asst SS408	0.9063	Vacancy Posted	Classified
060 - Special Education	ED HC Functional Therapeutic Ed Asst SS408	0.9063	Vacancy Posted	Classified
060 - Special Education	ED HC Functional Therapeutic School Teacher SS316	1.0000	Offer Made / Hire in Process	Licensed
060 - Special Education	ED HC Functional Therapeutic School Teacher SS316	1.0000	Offer Made / Hire in Process	Licensed
060 - Special Education	ED HC Lead Therapeutic Intervention Coach SS411	1.0000	Vacancy Posted	Classified
060 - Special Education	ED HC Social Skills Specialist SS309	1.0000	Offer Made / Hire in Process	Licensed
060 - Special Education	ED HC Therapeutic Intervention Coach SS407	1.0000	Vacancy Posted	Classified
052 - Human Resources	HR/PR Administrative Specialist AS206	0.5000	Vacancy Posted	Confidential
060 - Special Education	LEEP Itinerant Educational Asst SG406	0.9063	Vacancy Posted	Classified
060 - Special Education	LEEP Educational Asst SD403	0.8750	Offer Made / Hire in Process	Classified
060 - Special Education	LEEP Educational Asst SD403	0.9375	Offer Made / Hire in Process	Classified
060 - Special Education	LEEP Educational Asst SD403	0.9063	Vacancy Posted	Classified
060 - Special Education	LEEP Teacher SD301	1.0000	Vacancy Posted	Licensed
060 - Special Education	LEEP Behavior Support Specialist SD312	1.0000	Vacancy Posted	Licensed
060 - Special Education	LEEP Teacher SD301	1.0000	Vacancy Posted	Licensed
030 - Teaching and Learning	T&L Early Literacy Consultant CC317	1.0000	Vacancy Posted	Licensed
030 - Teaching and Learning	T&L MEP Preschool/School Readiness Teacher CE413	1.0000	Vacancy Posted	Licensed
030 - Teaching and Learning	T&L MEP Recruiter FE Specialist CE408	0.9375	Vacancy Posted	Classified
030 - Teaching and Learning	T&L MEP Recruiter FE Specialist CE408	0.9375	Offer Made / Hire in Process	Classified

PERSONNEL REPORT
November 17, 2021

VACANCIES

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>OPEN FTE</u>	<u>STATUS</u>	<u>ASSOCIATION</u>
030 - Teaching and Learning	T&L REN Equity Facilitator CC316	1.0000	FTE on hold	Management
030 - Teaching and Learning	T&L REN Research, Data, Eval Consultant CC313	1.0000	Vacancy Posted	Licensed
030 - Teaching and Learning	T&L Research Analyst III CC320	1.0000	Vacancy Posted	Classified
095 - Technology Services	TECH Classroom Tech Supp Spec SG403	1.0000	Vacancy Posted	Classified



Dedicated to improving student success and education equity through
advocacy, leadership and service
to Oregon public school boards.

2021 OSBA Election

OSBA Board of Directors Position 7

Vote

No election for Board of Directors Position 7 being held this year

* OSBA Board of Directors Position 8

Vote

Libra Forde, North Clackamas 12

* OSBA LPC Position 7

Vote

Chrissy Reitz, Hood
River County

* OSBA LPC Position 8

Vote

Kathy Wai, North
Clackamas 12

* Type the name of the district, ESD, or community college board that officially made this vote.

* Type the meeting date when the board officially made this vote.

* Type your name and title.

To retain a record of your vote, you MUST print this page before clicking the Done button.

Done

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NOMINATION FORM

OSBA BOARD OF DIRECTORS

REGIONAL MEMBER

Date: September 9, 2021

TO: Scott Rogers, OSBA President-Elect
Oregon School Boards Association
1201 Court St NE, #400
Salem, OR 97301
Fax: 503-588-2813
E-mail: OSBAelections@osba.org

**Nominations are due by 5 pm,
October 1, 2021**

Return this form and all candidate information
forms to the OSBA office by email at
OSBAelections@osba.org, or mail to Oregon
School Boards Association, 1201 Court
St. NE, #400, Salem, OR 97301

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the
Clackamas Region, Position # 8.

BOARD CANDIDATE INFORMATION

Name: Libra Forde
District/ESD/Community College: North Clackamas School District
Address: 15345 SE Eckert Lane
City: Damascus Oregon ZIP: 97089
E-mail: libra.forde@nclack.k12.or.us Phone: 808-375-5823

**This nomination was approved by official action of our board of directors at a duly called meeting on
September 9, 2021.
(date)**


(Board Chair signature)

Board Chair name: Mitzi Bauer, Vice Chair
District: North Clackamas School District
Address: 12400 SE Freeman Way
City: Milwaukie, Oregon ZIP: 97222

CANDIDATE QUESTIONNAIRE

OSBA Board of Directors

Name: _____ Libra Forde _____ Region: _____ Clackamas Region #8 _____

District/ESD/CC: _____ North Clackamas School Board _____ Position #: 3 _____

I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Name

Date

Be brief; please limit your responses to 50 words per question.

1. Describe in your own words the mission and goals of OSBA.

My translation of the mission of OSBA is that it's an organization that represents school board memberships in advocating for policy and best practices. This advocacy is focused on success of students and the overall good governance with Oregon's school boards.

2. What do you want to accomplish by serving on the OSBA board of directors?

I would like to continue to do two things: represent Clackamas region by elevating voices and contribute to the governance of OSBA Board of Directors.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

I believe I bring three things to the board; focus, foundation and fluidity. I am always prepared for meetings. This keeps me focused on the task at hand. In addition, this trait provides me with action-based leadership approaches. I also come with a foundational understanding of the OSBA system which will allow me to decrease my learning curve and get the work done. Lastly, though I have experienced OSBA, I remain fluid and keep a growth mindset.

4. What do you see as the two most challenging issues faced by OSBA?

The two challenging issues OSBA will face are determining the association's stance on equity and supporting the implementation of that stance across the state.

5. What do you see as the two most challenging issues faced by your region?

I see the OSBA challenges being the same challenges for my region. As we watch many districts taking extreme U-turns I will have to make sure to stay open and support all to come along.

6. What is your plan for communicating with boards in your region?

I will communicate via email, attend meeting via online and once approved in-person.

Deadline: October 2, 2020, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

LIBRA FORDE

808-375-5823

libra4community@gmail.com

Performance, evidence and culture-driven Senior Executive/Change Agent offering 21 years comprehensive achievements across Business, Education, Youth Programming, Fitness and Food disciplines. Leverage business acumen across diverse infrastructures, cultures and economies. Develop performance/culture-based, low-cost solutions through relationship-developed negotiations. Recognized for ability to incorporate innovative and creative change management techniques that result in enhanced business practices, improved solution-based processes, increased productivity, and profits. Proven success in sales and marketing through expertise in business development and strategic planning capabilities. Life-long learner in and out the classroom. Available for travel.

EXECUTIVE LEADERSHIP COMPETENCIES

- Analytical Thinker
- Change Agent Leadership
- Communication/Public Speaker
- Conflict Management
- Informed Decision-Making
- Researcher
- High Ethics and Integrity
- Forward Thinker
- Global Perspective
- Organizational Awareness
- Planning and Organization
- Relationship Building
- Action Oriented
- Strategic Thinker/Planning/Growth
- New Business Development
- Workflow Optimizer
- Budgeting/Cost Control
- Servant Heart Set
- Leader Development
- Visionary Thinker

TRACK RECORD OF SUCCESS

- 9% Employment downsize with a 96% satisfaction survey on leadership/org culture
- Elected official with weekly engagement with state, county, city municipalities and legislators
- Improved budget from 1.9M deficit to a 400K surplus within four years, then 1.8M surplus in six years
- Oversight of negotiations, application, project management of affordable housing
- Diversified Organization Portfolio with sustainable assets
- Improved Organization efficiency by 25% with addition of new operations department
- Decrease deficit by 12% in first year at Oregon's largest community-based organization
- Transitioned a 15M revenue line to 29M within three years
- Managed budgets over from 15M to 3B
- Transitioned organization chart from decentralized to flat and centralized
- Increased equity of Executive Leadership from 2% to 54%
- Increased staff employment satisfaction by 2 points on a scale of 5 allowable points
- Managed first two affordable housing project for the organization
- Capitalized on new venture opportunity by procuring additional infrastructure funding to support a two multi-million dollar Oregon-based non-profit totaling \$750K.
- Effective management of process improvement for Oregon-based Alternative Education programs
- Lead the expansion of world renowned "Famous Amos", Hawaii-based organization which included two multi-million dollar retail store fronts
- Developed and opened first Hybrid Charter School in Hawaii

CAREER BACKGROUND

Self Enhancement, Inc.

Chief Operating Officer

Portland, OR

August 2016-Present

Leads the agency as Chief Operating Officer by accepting all responsibility for the daily operations of Youth Services, Community and Family Programs and SEI Academy. Leads a team of program directors to the next level by further developing and implementing recruitment, training and retention strategies. Provides

programmatic leadership and input for all strategic planning processes with the CEO, Board and leadership team. Leads as the operational spokesperson for the agency and ensures it is properly represented as an African American culturally specific provider with partners throughout the community, city, county & state. Ensures the agency's philosophy and mission is consistently and ethically practiced throughout the agency. Collaborates with the Director of Finance & Administration to ensure that the agency's short and long range strategic plans are achieved with success and within operating budget and established time frames. Ensures the flow of funds permits the agency to operate successfully and progress towards the achievement of its mission, and that funds are allocated properly to reflect current and long range operational needs through sound fiscal management. Ensures the implementation of training and development of programs necessary to achieve the agency's goals and mission. Oversees program analysis, data collection and evaluation. Provides budgeting expertise in the grants and contracts application/writing process, reviews fiscal and compliance aspects of all grant applications and contracts prior to submission. Provides leadership and fiscal direction for all budget managers. Creates a climate that will attract, motivate and retain top quality people.

Self Enhancement, Inc.

Director of Community and Family Programs

Portland, OR

June 2015-August 2016

Promoted to new position. Provided direction to family, and community services staff and programs in support of teaching and learning through specialized services; Directed development and preparation of budgets for all student, family, and community services programs; analyzes and reviews budget and financial data; controls and authorizes expenditures in accordance with established policies; directed the implementation of a financial plan and process for funding support services; and facilitates planning and staff allocation; Maintained liaison with governmental agencies, regional agencies, and others related to student, family, and community services instruction and services for community and family; Directs department interface with community organizations and agencies facilitating development of interagency agreements.

SELECTED ACHIEVEMENTS:

- Improved processes within three months to advance invoicing that improved reimbursement capabilities
- Reorganized leadership for improved service implementation and client satisfaction
- Reduced audit challenges by 12% within the first six months
- Increased Admin dollar contributions by \$47K within the first 9 months
- Increased infrastructure dollars by 50% within the first 9 months
- Improved employee morale
- Received a 3.84 out of 4.00 score on Performance 360 assessment (score developed by direct staff surveys)

K12, Inc.

Operations Director

Program Director

Business Development/Board Member

Learning Coach Trainer/Board Member

Waipahu, HI/Portland, OR

2013- 2015

2011- 2013

2008-2011

2007-2008

Develops and managed relationships with partner districts, state and other education stakeholders; Oversaw and helped maintain student records and data; create/implement/documents processes that ensure student data validity in K12 and 3rd party databases; Acted as point-of-contact and managed reporting issues including all local, K12, state, and federal reporting requirements; Worked with administrative staff to ensure the school is in compliance with and meets all audit requirements; Managed the development of school policies and procedures, e.g. assists with the Company's efforts nationally to develop policies and procedures, training standards and curriculum enhancements; Assisted in student recruitment and the planning of school events; Oversaw communication between the Company, students and families and districts related to student enrollments, registrations, withdrawals and end-of-year reclamation efforts; Supervised and Managed office staff and assists with a wide variety of personnel support issues; Made daily work assignments and monitors the Enrollment and Registration team's progress toward goals.

SELECTED ACHIEVEMENTS:

- Improved Enrollment process which decreased documentation process time in office by 72%
- Expanded Oregon-based district partnerships from 3 districts to 12
- Expanded Hawaii-based hybrid charter school from 2 islands to 4
- Developed and implemented Learning Coach Training curriculum/Train the trainer for Students and Families
- Increased ADM funding allocations over three years by 27%
- Streamlined database systems which decreased third party technology usage and increased information system efficiency
- Led processes and programs to increase student academic proficiency by 41% over 5 years

Utopian Academics for Military Children

Ewa Beach, HI

President/Founder

2007-2011

This organization focuses on the advocacy, development, scholarship and implementation of hybrid education models for military children. Plan, develop, and implement marketing strategies for generating resources and/or revenues for the company. Developed and approve company operational procedures, policies, and standards. Reviewed activity reports and financial statements to determine progress and status in attaining objectives and revise objectives and plans in accordance with current conditions. Evaluate performance of executives for compliance with established policies and objectives of the company and contributions in attaining objectives. Present company report at Annual Stockholder and Board of Director meetings. Built and solidified international relationship with K12, Inc.

SELECTED ACHIEVEMENTS:

- Founder of the first Military student scholarship-focused non-profit
- Led state in opening the first Hybrid Public Charter School in Hawaii going across 4 islands

Chip and Cookie, LLC

Kailua, HI

Director of Business Development

2005-2007

This is a contracted business consultant position with shareholder opportunity working directly with company owner Mr. Wally Amos (formerly known for "Famous Amos"). Involvement in the overall development of a strategic plan to advance the company's mission, objectives and marketing strategies to promote revenue, profitability, and growth as an organization.

Total Woman Gym and Day Spa

Northridge, CA

General Manager/Partner

2002- 2004

Opened and managed \$12.5 million budget for a 14,000+ square foot gym with over 1200 members. Maintained and developed vendor relationships, fitness and skin care products. Developed and implemented the integrated marketing campaign for Northridge Location, 2003 with a \$2.4 million budget. Increased membership sales by 7% with 5% monthly profitability increase. Increase membership base by 14%. Developed and implemented Fitness Readiness Training Program for non-fitness employees.

Bally Total Fitness

Tucson, AZ

Regional Director of Fitness Operations

2001- 2002

Oversaw Personal Training and Group Fitness Departments for Arizona locations including scouting, hiring, and training. Increased Sales by 12% including 8% profitability increase (from \$35K to \$39.5K/month). Managed Fitness Marketing Campaign, 1.5 million budget. Organized in-house training for all newly developed club products. Received Regional Top Revenue Award in January, May and April 2002.

Naturally Women Fitness Center and Day Spa

Tucson, AZ

General Manager

1998-2001

Project Management of New 8,000+ square foot Facility Construction while managing existing facility 7,000+ with 800 members (2000-2001). Created and executed project work plans and revised as appropriate to meet changing needs and requirements. Identified resources needed and assigned individual responsibilities. Managed day-to-day operational aspects of the new facility project and scope. Reviewed deliverables prepared by team before passing to executives. Work with the board to prepare for and ensure productive, effective board meetings. Present clear and timely reports to the board and proposals for board consideration. Follow up on board concerns and research issues in a timely and effective fashion. Kept all directors informed about matters at and between board meetings.

Community Representation/Board Membership/Awards

March 2021	Phenomenal Woman Award by OWHN
2020 – Present	Governor Brown's Racial Justice Council subcommittee member of Education Recovery
2020 – Present	Oregon School Board Association Board of Directors Region #8
2020 – Present	North Clackamas School Board Chair
2019-Present	Elected to North Clackamas School Board Position #3
2019 – 2020	Oregon School Board Legislative Policy Committee Region #8
May 2019	Award Women of Excellence Social Justice Award
2017-2020	Clackamas Women's Service Board Member
2017-2020	Appointed to METRO Public Engagement Review Committee
2018-2018	Appointed Naming Committee Member for North Clackamas School District
2016-2019	Member of Rock Creek Middle School Principal School Council

2016-2019	Member of Piedmont Rose Board of Directors
July 2015	Toastmasters International International Speech Winner for State of Oregon/SW Washington
2015-2017	Director for Insight Oregon Painted Hills School Board
July 2014	Toastmasters International International Speech Winner for State of Hawaii
2004-2007	Charter Director for Hawaii Technology Academy School Board
2010-2013	Charter Member of National Pan-Hellenic Chapter of Hawaii

CERTIFICATE/PROFESSIONAL ASSOCIATION

Charter Member of National Pan-Hellenic Chapter of Hawaii
Member of Delta Sigma Theta Sorority, Inc.
Certified Life Coach
European League Professional Women's Basketball Athlete

ACADEMIC EDUCATION

Masters of Business Administration/Marketing Focus (MBA/MKT)

University of Phoenix, Degree Completion April 2007

Baccalaureate of the Arts (BA/MUS)

Brandeis University, Degree Completion May 1997

NOMINATION FORM
OSBA LEGISLATIVE POLICY COMMITTEE (LPC)
REGIONAL MEMBER

Date 9/22/2021

TO: Scott Rogers, OSBA President-Elect
Oregon School Boards Association
1201 Court St NE, #400
Salem, OR 97301
Fax: 503-588-2813
E-mail: OSBAelections@osba.org

**Nominations are due by 5 pm,
October 1, 2021.**

Return this form and all candidate information
forms to the OSBA office by email at
OSBAelections@osba.org, or mail to Oregon
School Boards Association, 1201 Court
St. NE, #400, Salem, OR 97301

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the clackamas Region, Position # 7.

LPC CANDIDATE INFORMATION

Name: Chrissy Reitz
District/ESD/Community College: Hood River County School District
Address: 1420 Sunset
City: Hood River Oregon ZIP: 97031
E-mail: chrissy.reitz@hoodriver.k12-or.us Phone: 503-381-8024

This nomination was approved by official action of our board of directors at a duly called meeting on
9/22/2021
(date)



(Board Chair signature)

Board Chair name: Chrissy Reitz
District: Hood River County School
Address: 1011 Eugene St
City: Hood River, Oregon ZIP: 97031

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: __Chrissy Reitz__

Region: __Clackamas__

District/ESD/CC: __Hood River County School District__ Position #: __ 7/8__

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.



Name

9/22/2021

Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

I hope to make a stronger connection between school boards and the legislature. I would like to help educate and impress upon members that there is a time to inform and advocate for legislation. That they have a very important voice in shaping education at a state level because they will be asked to then uphold those legislative decisions in their individual districts.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

I am a strong leader who believes in being prepared, listening, and leading by example. This is the third year I have been the chair of the HRCSD Board of Directors.

3. What do you see as the two most challenging legislative issues faced by OSBA?

1. OSBA has to walk a line when advocating for individual district's and communities' rights to make their own decisions while supporting the laws and orders that are set by the state.

2. Advocating for stable education funding following a year of increased revenue sources due to Covid relief programs.

4. What do you see as the two most challenging legislative issues faced by your region?

1. It is hard for me to speak about the Clackamas region as a whole, but in Hood River there has been an increase in the mistrust of government on all levels. We will need to work hard to continue to be transparent and proactive in our engagement of our communities.

2. Encouraging and educating individuals to run for school board positions.

5. What is your plan for communicating with boards in your region about legislative issues?

Emails and oral communication with the Hood River Board. Good communication with the other OSBA representatives from the Clackamas region to make sure we are all receiving important information in a timely manner.

Deadline: October 1, 2021, 5 p.m.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: _Chrissy Reitz_ Date: 9/22/2021

Address: _1420 Sunset Road_

City / ZIP: _Hood River, Oregon 97031_

Business phone: _____

Residence phone: _____

Cell phone: _503.381.8024_

E-mail: _chrissy.reitz@hoodriver.k12.or.us_

District/ESD/CC: _Hood River County School District_

Term expires: _June 30, 2023_ Years on board: _6+_

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable. Email to OSBAelections@osba.org, or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

HRCSD Board Chair: 2018-2020, 2021-present

HRCSD Board Vice-Chair: 2017/2018

HRVHS Art/Music Curriculum Renewal Committee: 2019/2020

Comprehensive Distance Learning Planning Committee: 2020

HRVHS CTE Skills Center Master Planning Committee: 2018/2019

HRCSD Finance Advisory/Bond Oversight Committee: 2017-present

Board Liaison Hood River County Education Foundation: 2015-present

Hood River County Local Option Levy Campaign Committee: 2018

Hood River County Bond Campaign Committee: 2016

Legislative Policy Committee, OSBA: 2018-present

Other education board positions held/dates:**Occupation** (Include at least the past five years):

Employers:

Providence St. Vincents Medical Center, Portland, OR

Pistil Designs, Hood River, OR

Dates:

1998-2005

2020-present

Schools attended (Include official name of school, where and when):

High school: Air Academy High School, Colorado Springs, CO 1987-1988, 1989-1991

Kentwood High School, Kent, WA 1988-1989

College: University of Colorado, Boulder, CO 1991-1995

University of Kansas Medical Center, Kansas City, MO 1995-1997

Degrees earned: University of Colorado, Bachelor of Arts; Environmental, Population, Organismic Biology

University of Kansas Medical Center, Bachelor of Science: Nursing

Education honors and/or awards:

Other applicable training or education:

Activities, other state and local community services:

Board Member, Providence Children's Health Foundation 2013-2019

Member, Care of Medically Fragile Children Advisory Council, PCHF 2017-2019

Volunteer, Hood River County Shelter Services 2013-present

Volunteer, SMART, Westside Elementary School, HRCSD 2014-2019

Founder/Volunteer, Gorge Kids Triathlon 2011-2019

Member, The Next Door Inc. Fundraising Advisory Council 2019-present

Board Member, Performing Arts Initiative 2021-present

Hobbies/special interests:

Reading, Running, Travel, Cooking, Pickleball

Business/professional/civic group memberships; offices held and dates:

Additional comments:

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

NOMINATION FORM

OSBA LEGISLATIVE POLICY COMMITTEE (LPC)

REGIONAL MEMBER

Date September 9, 2021

TO: Scott Rogers, OSBA President-Elect
Oregon School Boards Association
1201 Court St NE, #400
Salem, OR 97301
Fax: 503-588-2813
E-mail: OSBAelections@osba.org

**Nominations are due by 5 pm,
October 1, 2021.**

Return this form and all candidate information
forms to the OSBA office by email at
OSBAelections@osba.org, or mail to Oregon
School Boards Association, 1201 Court
St. NE, #400, Salem, OR 97301

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Clackamas Region, Position # 8.

LPC CANDIDATE INFORMATION

Name: Kathy Wai
District/ESD/Community College: North Clackamas School District
Address: 11302 SE Ludlow Ct.
City: Happy Valley Oregon ZIP: 97086
E-mail: kathi.wai@nclack.k12.or.us Phone: 971-269-7595

This nomination was approved by official action of our board of directors at a duly called meeting on
September 9, 2021
(date)



(Board Chair signature)

Board Chair name: Libra Forde
District: North Clackamas School District
Address: 12400 SE Freeman Way
City: Milwaukie, Oregon ZIP: 97222

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: Kathy Wai _____ Region: Clackamas

District/ESD/CC: _North Clackamas_____ Position #: 5

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Kathy Wai

Name

10/1/2021

Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

By serving on the LPC, I hope to continue advancing equity in our education system so that all students can reach their full potential. We need to keep “recognizing institutional barriers and create access and opportunities that benefit all” (from OSBA’s education policy). As someone who was the first in her family to graduate from college in the United States, I’ve experienced the power of education in transforming my life and that of my family. However, growing up, I never saw teachers, Principals, or school board members who looked like me. It is important to have leaders in positions of power who reflect our growing and diverse communities. I also look forward to representing the voices and interests of school boards in the Clackamas region and being a helpful resource for OSBA and our members.

In addition to equity, I would also like to keep strengthening OSBA’s Diversity, Equity, and Inclusion goals to ensure that we are on track to meet them.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

My skills of being a community organizer, an effective communicator, and advocate for underrepresented communities will benefit the work of the LPC. In my experience as the Census Justice Director for We Count Oregon in 2020, I worked with 12 community based organizations serving our Black, Indigenous, immigrant, people of color and refugee communities around the state to ensure that they are being accurately counted in the Census. Through organizing skills, I built trusting relationships with communities of color who have been historically disenfranchised by our government. By working with locally elected leaders and state representatives, we were able to communicate a strong and impactful message to these communities and get them counted. With COVID-19 impacting our in-person outreach efforts, we adapted our strategy in engaging with communities through other means, such as social media and online. Lastly, having complete and accurate Census data is critical to determine funding for our schools, health, transportation, and social service programs so it was important to advocate for an extension of the Census deadline to maximize our efforts in Oregon. In addition to working on the 2020 Census, I was also the Legislative Director to State Representative Alissa Keny-Guyer and helped advance policies around health, education, housing, and human services in the 2019 Legislative Session. In fact, I met with many of the North Clackamas parents and students as they lobbied for HB 3427 and met with other legislators. My depth of knowledge for the Oregon legislative process, relationships to stakeholders, and legislators will be an asset to the LPC. In my current position working for the Secretary of State around redistricting, we also have to remain completely non-partisan and ensure that all voices of Oregonians are heard in the process of creating fair maps.

3. What do you see as the two most challenging legislative issues faced by OSBA?

The continuing of the COVID-19 pandemic and trying to return our students and staff back to school will be a continued challenge as the state deals with guidance on vaccinations and the ever changing nature of guidelines from public health and ODE. OSBA needs to hear from all districts and try to establish common ground so that we can all work together for the best interest and health/safety of our students and broader school community.

A second challenge is implementing and reinforcing the Every Student Belong state law that was passed in the 2021 legislative session to protect and honor students who have been marginalized, especially those identifying as LGBTQ and Black, Indigenous, and other communities of color. With the decision that happened at the Newberg School Board and the backlash that followed, this opens up more conversations about protecting student and staffs free speech and ensuring that we honor many diverse identities and communities that call Oregon home.

4. What do you see as the two most challenging legislative issues faced by your region?

In Clackamas, the lower number of vaccination rates compared to Washington and Multnomah county affects and disrupts learning for our students. School districts in Clackamas are different from each other and we know that some districts have higher cases of COVID among their student body and the community. Even though we're in different districts, we all travel, play, and live together in the same region. There should be continued conversations around vaccines, masking, and how ultimately this will affect our students.

The second most challenging issue is recruitment and retention in diversifying our educator workforce. Since one of the biggest factors to student learning is the connection with their teacher, and students of color need teachers who they can relate to, we need to work on legislation that will allow more opportunities for those with diverse experiences and backgrounds to enter the profession and make a living wage. This also touches on equity because teachers of color need to be supported in their professional development and legislation needs to address barriers.

5. What is your plan for communicating with boards in your region about legislative issues?

While we are still in the pandemic, I will use email primarily in collaboration with the OSBA Clackamas Region Board members on communicating through OSBA's list-serv. After the pandemic when in-person meetings are allowed, I will commit to attend as many Clackamas Region Board meetings scheduled and use other means of personal communication.

Deadline: October 1, 2021, 5 p.m.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: Kathy Wai Date: October 1, 2021

Address: 11302 SE Ludlow Ct.

City / ZIP: Happy Valley, OR 97086

Business phone: n/a _____

Residence phone: n/a _____

Cell phone: 971-269-7595

E-mail: Kathy.wai@nclack.k12.or.us _____

District/ESD/CC: North Clackamas School District _____

Term expires: 6/30/2025 _____ Years on board: 4

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot).

A high-resolution digital photo is preferred but a print is acceptable.

E-mail to OSBAelections@osba.org,

or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

North Clackamas Board, Vice Chair- July 2019-July 2020

Relevant Board Committees:

- Youth Voice- 2021-2022
- Superintendent's Evaluation- 2021-2022
- Bond Oversight- 2021-2022
- NCEA/Collaborative Communications- 2021-2022
- Legislative Advocacy - 2018-2019
- Community Equity- 2017- 2019
- Legal Services - 2020- 2020 (ad-hoc)
- Policy Review- 2017-2019
- Superintendent Evaluation- 2018-2019
- School Security Taskforce- 2018-2019

Other education board positions held/dates:

Workshop Presenter at the OSBA Fall Conference 2019 with other school board members: Best practices for trauma informed, culturally proficient, comprehensive sex education.

Oregon School Board Members of Color Caucus

- Leadership Council, District 5 Director, North Clackamas- December 2018- current

Occupation (Include at least the past five years):

Employers:

Dates:

- Oregon Secretary of State, Redistricting Administrator, January 2020- current
 - Oregon Futures Lab, Census Justice Director, October 2019- January 2020

- Legislative Director, Representative Alissa Keny-Guyer (HD 46), August 2018- August 2019
- Civic Engagement Director, Asian Pacific American Network of Oregon, July 2014- July 2018

Schools attended (Include official name of school, where and when):

High school: St. Mary's Academy, Portland, OR, 2000-2004

College: University of Portland (2004-2005) transferred to Portland State University, Portland, Oregon (2005-2008)

Degrees earned: B.S. Community Health Education, Summa Cum Laude (2008) Portland State University

Education honors and/or awards:

- Alice Award Recipient, Street Trust of Oregon, 2020
- Alumna in Leadership Award, St.Mary's Academy, 2019
- Spirit of Portland: Equity in Practice Partnership, City of Portland, 2016
- Exemplary Community Volunteer, The Asian Reporter Newspaper, 2010
- Proud Partner, United States Census, 2010
- Summa Cum Laude, Portland State University, 2008

Other applicable training or education:

Bilingual in Burmese language

Activities, other state and local community services:

- Co-Chair, Supportive Housing Services Committee, Clackamas Representative, Metro- 2020- current
- Metro Policy Advisory Committee (MPAC) 2018-2021
- Clackamas Representative on TriMet Board of Directors- 2018-current
- NARAL Oregon PAC Board of Directors, 2017- 2020
- Oregon Public Health Institute, Board of Directors, 2018-2019
- Southeast Asian New Year in the Park Celebration, Steering Committee Member, 2016-2018
- Asian Pacific American Network of Oregon, Board of Directors, 2009-2011
- Asian American Youth Leadership Conference, Steering Committee Member, 2011-2015
- Burmese Christian Association of North America, Oregon Youth Chapter 2009-2012
- Student Advocates for Success Club, Portland State University, 2005-2007

Hobbies/special interests:

- hiking and enjoying the outdoors
- learning how to cook traditional Burmese cuisine
- volunteering

Business/professional/civic group memberships; offices held and dates:

See above

Additional comments:

N/a

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

Clackamas Education Service District

Code: CBA

Adopted: 05/20/09

Readopted: 4/17/13

First Reading: 10/20/21

Second Reading/Adoption: 11/17/21

Qualifications and Duties of the Superintendent

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

1. A current license that qualifies the individual to serve as superintendent of the ESD;
2. A master's degree or higher in the field of education, preferably in educational administration;
3. Successful teaching experience at the elementary or secondary school level;
4. Service as a superintendent or administrative experience in the central administration of a school system or ESD.

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

Prior to seeking a new superintendent, the Board will review and revise the Superintendent job description.

END OF POLICY

Legal Reference(s):

[ORS 334.225](#)

[ORS 342.121](#)

[ORS 342.125](#)

[ORS 342.140](#)

[ORS 342.143](#)

[ORS 342.173](#)

[ORS 342.175](#)

[ORS 342.200](#)

[ORS 581-024](#)-0200 to -0310

[ORS 584-020](#)-0000 to -0045

[ORS 584-023](#)-0006 to -0050

[OAR 584-036](#)-0035(1)

[OAR 584-046](#)-0003 to -0024

[OAR 584-048](#)-0085 to -0095

[OAR 584-080](#)-0151

[OAR 584-080](#)-0152

[OAR 584-080](#)-0161

Cross Reference(s):

[CB - Superintendent](#)

[CBG - Evaluation of the Superintendent](#)

Clackamas Education Service District

Code: JFCEB

First Reading: 10/20/21

Second Reading/Adoption: 11/17/21

Electronic Devices and Social Media - Students

Student possession or use of personal electronic devices on CESD property, in CESD facilities during the school day and while the student attends CESD-sponsored activities is permitted, subject to the limitations set forth in this policy and consistent with any additional rules as may be established by a CESD administrator or component district superintendents.

A “personal electronic device (PED)” is a device that may or may not be issued by CESD, which includes but not limited to devices capable of electronically communicating, sending, receiving, storing, recording, reproducing and/or displaying information and data.

A “disruption” for purposes of this policy includes any threatened or actual negative impact on the learning or work environment.

PEDs shall be silenced during instructional time or at any other time where such use of the device would cause a disruption of school activities. Devices which have the capability to record video or audio shall not be used for such purposes while on CESD property or while a student is engaged in CESD-sponsored activities, unless as expressly authorized in advance by a CESD administrator or designee. PEDs brought to school will be restricted to authorized academic activities unless expressly permitted by a CESD administrator or designee. Students will abstain from treating fellow students, employees and the public disrespectfully while posting on social media websites, etc., if such treatment would foreseeably cause a substantial disruption in a school/program.

Students may not access social media using CESD equipment, while on CESD property or at CESD-sponsored activities unless the access is approved by a CESD representative. CESD will not be liable for information or comments posted by students on social media. CESD will not be liable for loss or damage to personal communication devices brought to CESD property and CESD-sponsored activities.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with prior principal or designee approval or when use is provided for in a student’s individualized education program (IEP).

Students are subject to disciplinary action up to and including expulsion for using a PED in any manner that is academically dishonest, illegal or violates the terms of this policy¹. A referral to law enforcement officials

¹The taking, disseminating, transferring or sharing of obscene, pornographic or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies.

may also be made. PEDs brought to CESD property or used in violation of this policy are subject to confiscation and will be released to the student's parent or property owner, as appropriate.

The superintendent shall ensure that any subsequent CESD rules developed by program administrators are reviewed and approved in advance to ensure consistency with this policy and that pertinent provisions of policy and school rules are communicated to staff, students and parents through building handbooks and other means.

END OF POLICY

Legal Reference(s):

[ORS 167.057](#)
[ORS 163.432](#)
[ORS 163.433](#)
[ORS 163.684](#)
[ORS 163.686](#)
[ORS 163.687](#)

[ORS 163.688](#)
[ORS 163.689](#)
[ORS 163.693](#)
[ORS 163.700](#)
[ORS 326.011](#)
[ORS 326.051](#)

[ORS 332.072](#)
[ORS 334.125](#)
[ORS 336.840](#)

[[OAR 584-020](#)-0000 to
-0035]

18 U.S. CODE, § 1466A
18 U.S. CODE, § 1470
20 U.S. CODE, § 7906
20 U.S. CODE, § 6777

Copyrights, Title 17, as amended, United States Code; 19 CFR Part 133 (2001).

Melzer v. Bd. Of Educ., City of New York, 336 F.3d 185 (2d Cir. 2003).

Ross v. Springfield Sch. Dist., No. FDA 80-1, aff'd, 56 Or. App. 197, rev'd and remanded, 294 Or. 357 (1982), order on remand (1983), aff'd, 71 Or. App. 111 (1984), rev'd and remanded, 300 Or. 507 (1986), order on second remand (1987), revised order on second remand (1988).

Tinker v. Des Moines School District, 3939 U.S. 503 (1969)

Cross Reference(s):

JHFF - Reporting Requirements Regarding Sexual Conduct with Students



**RESOLUTION
TO DECLARE AS SURPLUS AND SELL REAL PROPERTY**

WHEREAS, the Clackamas Education Service District ("CESD") owns approximately 26.79 acres of real property commonly known as 13455 S.E. 97th Avenue in Clackamas, Clackamas County, Oregon, (the "Real Property") identified on the Exhibit Map attached hereto; and

WHEREAS, Oregon Revised Statute 334.125 (6)(c) provides that the Board of Directors of CESD ("Board"), in carrying out its duties, may sell property of CESD as the Board considers unnecessary for its purpose; and,

WHEREAS, Oregon Revised Statute 271.310 provides that whenever any political subdivision possesses or controls real property not needed for public use, or whenever the public interest may be furthered, a political subdivision may sell, exchange, convey or lease for any period not exceeding 99 years all or any part of their interest in the property to a governmental body or private individual or corporation; and,

WHEREAS, Oregon Revised Statute 271.005 (3) provides that a political subdivision is any local government unit that exists under the laws of Oregon and has the power to levy and collect taxes; and,

WHEREAS, CESD exists under Oregon Revised Statutes, Chapter 334 and was created for the purpose of providing regional education services to component school districts and has the power to levy and collect taxes; and

WHEREAS, the Board has determined that a portion of the Real Property, namely that portion identified as Tax Lots 203, 204 and 207 on the attached Exhibit Map consisting of approximately 19.29 acres (the "Surplus Property"), does not meet the needs of CESD to provide efficient and economical service to the local component school districts of CESD and is unnecessary to CESD's purposes; and

WHEREAS, the Board has determined that it is in the best interest of CESD to sell the Surplus Property, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Clackamas Education Service District hereby declares the Surplus Property is unnecessary to the purposes of CESD and is no longer needed for public use and is declared surplus; and



FURTHERMORE, BE IT RESOLVED that the Superintendent is hereby authorized and directed in the name and behalf of CESD to (a) work with legal counsel to prepare and negotiate a Purchase and Sale Agreement between CESD, as seller, and any potential buyer; and (b) take such other action as may be necessary and appropriate to carry out the intent of this resolution; and

FURTHERMORE, BE IT RESOLVED that the negotiated Purchase and Sale Agreement of the Surplus Property be subject to review and approval by the Board; and

FURTHERMORE, BE IT RESOLVED that these resolutions shall constitute a continuing authority to the Superintendent, to act on behalf of CESD in connection with the sale of the Surplus Property consistent with the intent of this resolution, and the power and authority herein granted shall continue until revoked by the Board; and

FURTHERMORE, BE IT RESOLVED that any action previously taken by CESD in furtherance of the matters authorized by this resolution is hereby ratified, approved, and confirmed as the act and deed of the Board.

Adopted: November 17, 2021

Signed:

Attest:

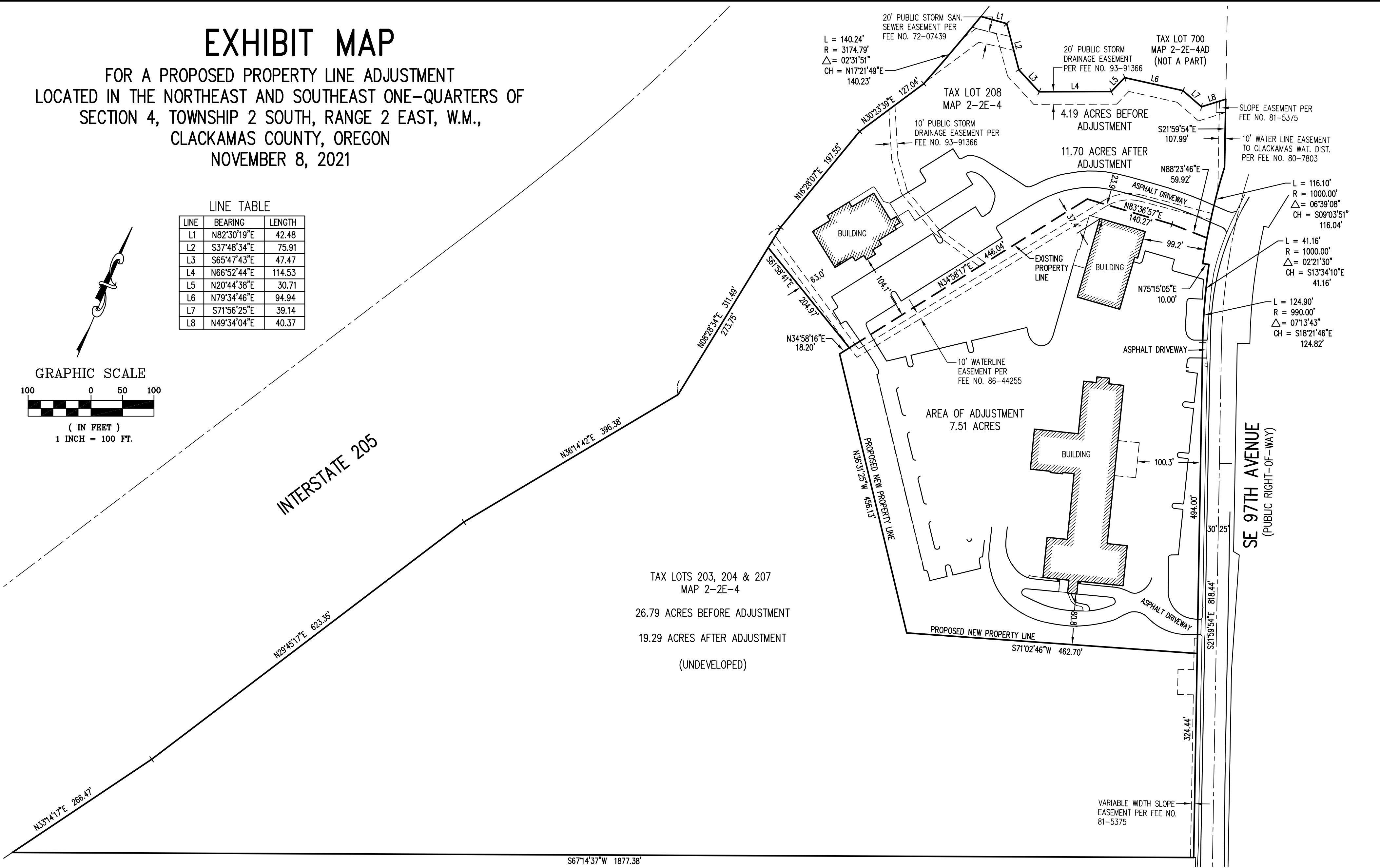
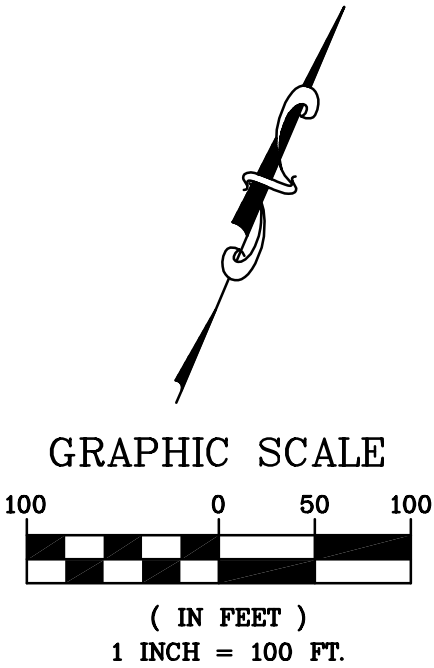
Wade Byers
Chair Board of Directors

Larry Didway
Superintendent

EXHIBIT MAP

FOR A PROPOSED PROPERTY LINE ADJUSTMENT
LOCATED IN THE NORTHEAST AND SOUTHEAST ONE-QUARTERS OF
SECTION 4, TOWNSHIP 2 SOUTH, RANGE 2 EAST, W.M.,
CLACKAMAS COUNTY, OREGON
NOVEMBER 8, 2021

LINE TABLE		
LINE	BEARING	LENGTH
L1	N82°30'19"E	42.48
L2	S37°48'34"E	75.91
L3	S65°47'43"E	47.47
L4	N66°52'44"E	114.53
L5	N20°44'38"E	30.71
L6	N79°34'46"E	94.94
L7	S71°56'25"E	39.14
L8	N49°34'04"E	40.37



NOTES

1. PROPERTY LINES AND PHYSICAL FEATURES DEPICTED WERE DETERMINED BY SURVEY.
2. TAX LOTS 203, 204 AND 207 COMBINED ARE A SINGLE LEGAL LOT OF RECORD.
3. NO EASEMENTS ARE PROPOSED IN CONJUNCTION WITH THE PROPERTY LINE ADJUSTMENT.
4. WATER IS PROVIDED TO THE PROPERTIES BY THE SUNRISE WATER AUTHORITY. BOTH PROPERTIES ARE IN CLACKAMAS COUNTY SEWER DISTRICT NO. 1.

JOB NAME:	CLACKAMAS ESD PLA
JOB NUMBER:	1462
DRAWN BY:	BJA/SFF
CHECKED BY:	SFF
DRAWING NO:	1462 PLA-EX



BOUNDARY TOPOGRAPHIC CONSTRUCTION CADASTRAL
NORTHWEST
1815 NW 169TH PLACE, SUITE 2090
BEAVERTON, OR 97006
PHONE: (503) 848-2127 FAX: (503) 848-2179
SURVEYING, INC.

2021-2022 Schedule

2022-2023 CESD Local Service Plan Presentations

First come, first served.

Limited to three (3) board members per presentation to prevent quorum.

Day	Date	Time	District	Meeting Location	Attendees	Notes
Monday	2/14/2022	6:30 PM	Canby Zone IV	TBD – Virtual/ In Person District Office 1130 S Ivy Canby, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Monday	1/10/2022	6:00 PM	Colton Zone IV	TBD - Virtual/In Person District Office 30429 S Grays Hill Rd Colton, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Thursday	1/13/2022	8:00 PM	Estacada Zone V	TBD – Virtual/ In Person Estacada High School, Room 35 355 NE 6 th Ave Estacada, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Wednesday	1/12/2022	6:30 PM	Gladstone Zone I	TBD – Virtual/In Person District Office 17789 Webster Rd Gladstone, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Tuesday	2/22/2022	6:00 PM	Lake Oswego Zone III	TBD – Virtual/In Person District Office 2455 Country Club Rd Lake Oswego, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Thursday	1/13/2022	7:00 PM	Molalla River Zone IV	TBD – Virtual/In Person District Office 412 W Sweigle Ave Molalla, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Thursday	2/10/2022	6:00 PM	North Clackamas Zones I and II	TBD – Virtual/In Person District Office 12400 SE Freeman Way Milwaukie, OR	1. Larry Didway 2. 3. 4.	CONFIRMED 2/10/2022 LSP Approval Date: 2/24/2022
Monday	2/14/2022	8:00 PM	Oregon City Zone I and V	In Person District Office 1306 12 th St Oregon City, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Tuesday	1/11/2022	7:00 PM	Oregon Trail Zone V	TBD – Virtual/In Person Sandy High School 37400 Bell St Sandy, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:
Monday	2/07/2022	6:00 PM	West Linn- Wilsonville Zones III and IV	TBD – Virtual/In Person District Office 22210 SW Stafford Rd Tualatin, OR	1. Larry Didway 2. 3. 4.	CONFIRMED LSP Approval Date:

Clackamas ESD Board Representation by Zone:

Zone I: Wade Byers	Zone V: Susan Trone
Zone II: Len Mills	At Large: Linda Brown
Zone III: Greg McKenzie	At Large: Nadene Duffield
Zone IV: Jon Eyman	



CLACKAMAS ESD DEPARTMENT UPDATES TO THE BOARD OF DIRECTORS

November 2021

In the following department updates, Clackamas ESD directors respond to the questions:

- What action did your team take this month to advance our strategic priorities?
- How has your team modeled our mission (lead, serve, innovate) and/or our values (collaboration, integrity, respect, excellence)?
- Do you have anything coming up that the board should know about or put on their calendars?

SUPERINTENDENT LARRY DIDWAY



- November is traditionally a season of gratitude. This month, managers are visiting classrooms to deliver small tokens of appreciation. It has been a joy to be a part of this effort and witness the outstanding efforts of our educators and support staff. Their flexibility, innovation and dedication to student learning is inspiring.
- Employee wellness continues to be a focus due to the sustained and increased level of stress on all employees due to staffing shortages, the pandemic and a political division. I want to recognize the extraordinary efforts made by all employees to maintain service delivery, but adapt and respond in a dynamic environment.
- I continue to collaborate with several regional community partners on key issues. This month, I attended a town hall hosted by the Clackamas County Board of Commissioners to discuss public safety. The Early Learning Hub, Clackamas Workforce Partnership and CESD co-founded and hosted a Childcare Task Force to begin developing a comprehensive community plan for universal child care access. Ewan and I also met with leaders of the Children, Family and Community Connections Division (CFCC) of Clackamas County to discuss several partnerships in early learning and workforce development.
- Executive leadership (Cabinet) engaged in sessions with Studer Education to learn more about their framework for organizational excellence and improvement science. CESD joins Estacada and North Clackamas school districts as Studer Education partners.

**ASSISTANT
SUPERINTENDENT
EWAN BRAWLEY**



- We continue to work with program directors and managers to mitigate the impacts of staffing shortages on both students and staff. We have seen great flexibility, innovation, and dedication to students in this challenging period.
- Visited LEEP classrooms in Gladstone and Canby on October 27th (with Jared) and ECSE classrooms in Oregon City and Gladstone on November 9 (with Larry). Much gratitude to our hardworking licensed and classified teams in both programs for all of their efforts to support students. We saw so many great things and met some amazing kids!
- Together with Information Technology, kicked off the first data leaders network meeting. This group will explore problems of practice common to both instructional leaders and technology staff charged with interpreting/supporting/deploying data systems.
- Attended part of the Head Start to Success professional development day on October 29th, focused on supporting students' emotional and behavioral needs as well as inclusive practices.
- Through the OAESD Program Cabinet, engaged with ODE staff on the design of additional grant opportunities to reduce the negative impacts of the pandemic on students served directly by ESDs and supporting small districts.

**COMMUNICATIONS
DIRECTOR
SHIRLEY
SKIDMORE**



- I'm continuing to spend a lot of time developing our local service plan, annual report and individual district reports, all of which will be presented for your review at your December board meeting.
- I'm partnering with Michele Zenick of our HR team to produce a short video on one of our LEEP staff members this month that can be used for multiple purposes, including recruitment.
- My extensive review of the West Linn-Wilsonville School District communications efforts continues to move along, and I am pleased to be partnering with Schay Esparza of our Technology and Teaching & Learning teams on an online survey that is now in progress with the district's internal and external audiences.

**SPECIAL EDUCATION
DIRECTOR
JARED HAYES**



- LEEP implemented the 4/1 Model (4 days in-person instruction and 1 day of virtual instruction) to best support our students in a safe and sustainable way. We will continue with this instructional model as we diligently recruit and hire permanent staff members for numerous open vacancies.
- At Heron Creek we are collaborating with the staff of Sisters of the Holy Names at Marylhurst to create new classroom spaces to best serve students. Staff recruitment moves forward as we look to build more capacity for the program. In the meantime, we are providing creative ways to meet specific student needs.
- Tenneal Wetherell, ODE Assistant Superintendent at the Office of Enhancing Student Opportunities, joined our October advisory meeting for an engaging town hall Q&A. We appreciate her willingness to participate.
- Kriss Rita, our Transition Network Facilitator, will be presenting at our November advisory meeting. She will be reviewing House Bill 2105 regarding supported decision making and transition services for students with special education needs.

**HUMAN
RESOURCES
DIRECTOR
JEFF FISH**



- Recruiting new employees continues in an environment where all districts are experiencing staff shortages and a lack of applicants, particularly for entry level classified positions. CESD and other districts are also experiencing a higher rate of mid-year retirements and resignations than usual.
- In a collaboration with the classified employees union, CESD has agreed to hire new instructional classified employees at a higher step in the applicable pay range. This agreement also takes the lowest paid instructional classified staff, like newer educational assistants, and raises their pay rate by two 'steps' on the applicable pay range schedule. The union and CESD management believe this will aid in improved recruitment and retention for those classroom positions that we are experiencing the greatest challenges in filling.

**CHIEF INFO. OFFICER
MAKOA JACOBSEN**



- Daniel Hunter, our district technology manager, will now be serving Colton SD in addition to Molalla River SD, which fully funds the position supporting the contract service.
- Kicked off our web filtering workgroup from advisory to explore web filtering options for the upcoming school year.
- Continued working with Tyler and Edupoint on implementing single sign-on, which will assist with getting multi-factor authentication on our enterprise applications.
- Held the first regional data leaders network meeting, which gathers the data experts among the county, charged with solving common data problems with a goal towards elevating district data to look at the county as a whole.
- Scheduled the first meeting for next month of the rebooted regional cybersecurity task force, which will focus on meeting the upcoming requirements for cyber insurance.

**CHIEF FINANCIAL
OFFICER TIM
WITCHER**



- Facilities continue to push forward with surplus real estate sales. We will share our progress, the major tasks we have to fulfill and to identify the resources needed to accomplish what's left.
- There are significant discussions being had with program leadership and our technical support staff for the North building. Additionally, Energy Trust of Oregon (ETO) and their consultants are being engaged to maximize ETO incentives.
- Fiscal services is in the process of hiring to fill out staffing. We are also assisting with LSP Annual Report prep and finalizing audit/ODE reports.
- Fiscal is beginning the process on Board redistricting efforts to align with legal requirements for rebalancing every 10 years. We are working with PSU to complete the work.

**EQUITY AND
INCLUSION
COORDINATOR
DAWNESHA W.
LASUNCET**



- CESD Culturally & Linguistically Responsive Educator Cohort had its first session with Dr. Sharroky Hollie on 11/4. Two of our component districts plus CESD T & L staff will engage through June with professional learning and action research.
- Sunnybrook-based Wellness Committee is preparing for the 2022 calendar year. Grant proposal to OEA Trust was completed. Staff "pick me ups" continue to be distributed to site- and itinerant-based staff over the coming weeks.
- Component district consultation and support is ongoing with North Clackamas SD, Estacada SD, and Canby SD.
- Cascade Alliance for Equity (CAFE) co-leads have decided on biweekly planning sessions focused on reimagining offerings and structure of professional learning opportunities in the region.

**STUDENT SUCCESS
ACT UPDATE BY
ANGIE KAUTZ**



- The Regional Crisis Response work began with the first meeting of the design team of leaders from each of the districts and county community partners, as well as an initial training for district level teams around regional crisis response. Grant funds are being used to create a Grab-N-Go Safe Room supply backpack for every school in our ten districts to have available as part of their crisis response planning. A Safe Room is a designated space in the school where students and staff can receive support during or following a crisis situation.
- Ongoing collaboration opportunities for key stakeholders in SIA implementation work continue to be offered by CESD through the School Counselor Community of Practice, the School Nurse Community of Practice, and SIA Advisory.

**SAFETY UPDATE
BY PAM BONNER**

- We conducted the first quarterly Joint Safety Committee meeting of the year. This is an opportunity for the Executive Safety Committee and External Experts to listen to and share information with representatives of Department Safety Committees as we work together on safety initiatives.
- CESD held its first vaccination clinic on Friday, November 12. In partnership with Alberstons-Safeway Pharmacies, this clinic offered COVID boosters and flu shots to CESD employees and dependents.
- Superintendent Didway and Pam Bonner are part of a regional group strategizing to bring vaccination clinics to the community - with a focus on students and their families.