

# North Clackamas School Board

Thursday, February 11, 2021 6:30 PM

Zoom/YouTube

## EXECUTIVE SESSION

Convened under Oregon Laws ORS 192.660 (2) (a) and 2(e)  
NOTICE TO MEDIA: In accordance with ORS 192.660(3) media representatives must be excluded when student matters are discussed and all other matters discussed in Executive Session must remain undisclosed.

This executive session will be held online.  
Members of the media may contact Sandra Henderson hendersons@nclack.k12.or.us for login information to access this meeting in accordance with ORS 192.660(4) and ORS 332.061(2)

5:45 Real Estate

6:00 New Superintendent

6:30 Adjourn Executive Session

## OPEN SESSION

6:30 Call to Order - Native Land Acknowledgement

### Minutes

January 14, 2021 - Regular Meeting

Executive Sessions on January 23, 25, 27, February 1, 4, 2021

January 28, 2021 - Regular Meeting

### Consent Agenda

A. Employment Changes

B. Utility Easement - Beatrice Morrow Cannady Elementary School

C. Right of Way - Beatrice Morrow Cannady Elementary School

6:35 Community Requests

6:55 1. New Superintendent Contract - Action

7:05 2. Classified Employee Week - Proclamation

7:10 3. Public Schools Week - Proclamation

7:15 4. Clackamas ESD Local Service Plan

7:25 5. Board Reports

7:35 6. Adrienne C. Nelson High School -  
Report

7:55 7. Quarterly Financials - Report

8:05 8. Policy Revisions - Discussion

8:15 9. Limited In-Person Instruction Health  
Metric Adjustment - Discussion/Action

8:25 10. Milwaukie Academy of the Arts Charter  
Renewal - Action

8:30 11. Real Estate - Action

8:35 Adjourn

**NORTH CLACKAMAS SCHOOL DISTRICT 12**  
**CLACKAMAS COUNTY, OREGON**  
**MINUTES — BOARD OF DIRECTORS REGULAR MEETING**  
**January 14, 2021**  
**Zoom/YouTube**

**Work Session**

With due notice having been given and a quorum present, Chair Libra Forde convened open session at 5:30 p.m. with the following members present:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Matt Utterback	–	Superintendent
Sandra Henderson	–	Board Secretary

Also present were Cindy Detchon, Derrick Brown, Gayellyn Jacobson, Khaliyah Williams-Rodriguez, Libby Miller, Mark Moser, Maureen Callahan, Petra Callin, Shay James, Shelly Reggiani, Tiffany Shireman, and Vivian Garrison. District employees and community members were provided a live stream on YouTube.

**Reopening Schools: Changes to State Health Metrics** – Superintendent Matt Utterback shared the following recommendations with the Board.

- Once all state health metrics have been met for two consecutive weeks, transition to an elementary hybrid model (partially in-person and partially online) for grades K-1. The earliest this transition would happen is February 16.
- As long as the state health metrics continue to be met, approximately two weeks after implementing the K-1 elementary hybrid, grades 2-3 will transition to the hybrid model.
- All other grades will remain in comprehensive distance learning.
- At the same time NCS D starts offering hybrid learning for K-1 students, the district will begin to provide Limited In-Person Instruction (LIPI) for small cohorts of students from all grade levels who need additional on-site academic and/or social-emotional support. LIPI does not replace comprehensive distance learning.
- Allow high schools to participate in Oregon School Activities Association (OSAA) approved and designated high school activities

following all safety and health protocols for athletes, coaches, and spectators as outlined by the Oregon Health Authority and OSAA.

The Board discussed the recommendations and many commented on staff needing to be vaccinated. Questions were addressed.

The work session recessed at 6:34 p.m. Board Chair Libra Forde convened open session at 6:40 p.m.

Vice Chair Mitzi Bauer read the Native Land Acknowledgement.

### **Minutes**

R20/21-48 Steven Schroedl moved, Orlando Perez seconded the motion to approve the minutes of the regular Board meeting held December 10, 2020. Motion passed unanimously.

R20/21-49 Mitzi Bauer moved, Tory McVay seconded the motion to approve the minutes of the regular Board meeting held December 16, 2020. Motion passed unanimously.

R20/21-50 **Consent Agenda** – Kathy Wai moved, Orlando Perez seconded the motion to adopt the consent agenda as recommended:

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

*Administrative* – appointment

*Licensed* – appointments, termination

**Policy Revisions** - Approve revisions to the following policies as recommended by the Policy Review Committee.

GBL – Personnel Records

GBLA – Disclosure of Information

**New Course Proposals** - Approve new courses for Advanced Placement (AP) Capstone Courses AP Seminar and AP Research.

Motion passed unanimously.

### **Community Requests**

- Kathleen Jonson, Oregon City, spoke in support of the boundary appeal regarding the area south of Carver.
- Kerry Patlan, Milwaukie, spoke in support of youth sports accessing district fields for club sports.
- Melinda Ryan, NCEA President, advocated not returning to in person instruction until teachers and staff have been vaccinated.

- Deb Barnes, Milwaukie, spoke regarding staying in CDL to avoid possible danger to students and staff.
- Jon Simonson, Happy Valley, spoke in support of reopening schools due to the emotional harm students are experiencing.
- Nicole Nix, Happy Valley, spoke regarding consideration of online struggles, vaccinations, and childcare issues.

**NCEA Featured Educator** – North Clackamas Education Association (NCEA) Vice-President Andrea Anderson recognized Katie Ray, McKinney-Vento Liaison as the NCEA Featured Educator for January.

R20/21-51

**Black African American History Month Proclamation** – Mitzi Bauer moved, Steven Schroedl seconded the motion to adopt the proclamation recognizing February 2021 as Black African American History Month in the North Clackamas School District. Motion passed unanimously.

**National Merit Scholars - Board Recognition** – Executive Director of High School Programs Petra Callin recognized Clackamas High School students Sabrina Li and Ishaan Rao for being honored as National Merit Semifinalists by the National Merit Scholarship Corporation.

The students attended virtually where they shared future plans and what was important to them about high school. The Board complimented the students on their achievement.

Clackamas High students Jay Coi, Elise Kang, Anh Phan, Katherine Wardwell and Rex Putnam High student Amelia Pomazal were honored for being named as Commended Students, but did not attend.

**School Board Recognition** – Superintendent Matt Utterback announced that January is School Board Recognition month and thanked the Board for their work and dedication to the District.

**Milwaukie Academy of the Arts Charter Renewal Requests and School Presentation** – Chief of Staff Tiffany Shireman provided official notice and the timeline for the charter renewal process regarding Milwaukie Academy of the Arts (MAA).

Milwaukie High School Principal Carmen Gelman and MAA Director Kristi Weathers provided information regarding the school's program. Questions and comments from the Board were addressed.

**Hearing Milwaukie Academy of the Arts Charter Renewal** – Chair Libra Forde announced the hearing open and asked in there were any requests to speak

before the Board regarding the charter renewal. As there were none, the hearing was closed.

**2019-2020 District Financial Audit Report** – Chief Financial Officer Gayellyn Jacobson reported on the district’s annual audit. Jeremy Gingerich, from Wilcox Arrendondo & Co. was available to answer questions.

**Legislative Agenda (2021-2023 Biennium)** – Chief of Staff Tiffany Shireman presented the proposed legislative agenda for the 2021-2023 legislative biennium, which was developed by Board members and the Superintendent’s Parent and Community Leadership Alliance committee with public input through an online Thought Exchange. Questions and comments were addressed.

R20/21-52 Jena Benologa moved, Mitzi Bauer seconded the motion to move the agenda item from discussion to action. Motion passed unanimously.

R20/21-53 Orlando Perez moved, Jena Benologa seconded the motion to adopt the proposed legislative agenda. Motion passed unanimously.

R20/21-54 **School Boundary Modification** – Steven Schroedl moved, Jena Benologa seconded the motion to approve the appeal to change the boundaries for the area south of the Carver bridge to attend the following school feeder pattern: Verne Duncan Elementary, Happy Valley Middle School, and Adrienne C. Nelson High School beginning in the 2021-22 school year. Motion passed unanimously.

There being no further business to come before the Board, the meeting adjourned at 8:48 p.m.

**Unapproved**

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS SPECIAL MEETING  
January 23, 2021  
Online/Zoom**

***Executive  
Session***

With due notice having been given and a quorum present, Chair Libra Forde convened executive session under ORS 192.660 (2)(a) at 8:05 a.m. with the following members present online in a virtual meeting:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Matt Utterback	–	Superintendent
Sandra Henderson	–	Board Secretary

Also present was Mike Collins from Ray and Associates.

**Employment Discussion** – The Board reviewed applications for the superintendent position and selected the semifinalist candidates.

There being no further business to come before the Board, the meeting adjourned at 1:47 p.m.

**Unapproved**

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS SPECIAL MEETING  
January 25, 2021  
Online/Zoom**

***Executive  
Session***

With due notice having been given and a quorum present, Chair Libra Forde convened executive session under ORS 192.660 (2)(a) at 4:00 p.m. with the following members present online in a virtual meeting:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Sandra Henderson	–	Board Secretary

**Employment Discussion** – The Board interviewed semifinalist candidates.

There being no further business to come before the Board, the meeting adjourned at 8:20 p.m.

**Unapproved**

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS SPECIAL MEETING  
January 27, 2021  
Online/Zoom**

***Executive  
Session***

With due notice having been given and a quorum present, Chair Libra Forde convened executive session under ORS 192.660 (2)(a) at 5:30 p.m. with the following members present online in a virtual meeting:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Sandra Henderson	–	Board Secretary

**Employment Discussion** – The Board interviewed semifinalist candidates.

There being no further business to come before the Board, the meeting adjourned at 8:21 p.m.

**Unapproved**

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS SPECIAL MEETING  
February 1, 2021  
Online/Zoom**

***Executive  
Session***

With due notice having been given and a quorum present, Chair Libra Forde convened executive session under ORS 192.660 (2)(a) at 5:00 p.m. with the following members present online in a virtual meeting:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Sandra Henderson	–	Board Secretary

**Employment Discussion** – The Board interviewed finalist candidates.

There being no further business to come before the Board, the meeting adjourned at 8:25 p.m.

**Unapproved**

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS SPECIAL MEETING  
February 4, 2021  
Online/Zoom**

***Executive  
Session***

With due notice having been given and a quorum present, Chair Libra Forde convened executive session under ORS 192.660 (2)(a) at 5:02 p.m. with the following members present online in a virtual meeting:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Matt Utterback	–	Superintendent
Sandra Henderson	–	Board Secretary

Also present were Ray and Associates Consultant Mike Collins and District Legal Counsel Jollee Patterson

**Employment Discussion** – The Board discussed the candidates and reached unanimous consensus on a final candidate.

Board Chair Libra Forde adjourned the executive session at 6:36 p.m.

***Open Session***

Chair Libra Forde convened open session at 6:41 p.m. with the same attendees. District employees and community members were provided a live stream on YouTube.

**New Superintendent Search** – Chair Libra Forde announced that the Board had reached unanimous consensus on a final candidate and delegated authority to the Board Chair to enter into negotiations with the final candidate with the assistance of legal counsel.

There being no further business to come before the Board, the meeting adjourned at 6:43 p.m.

**Unapproved**

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS REGULAR MEETING  
January 28, 2021  
Zoom/YouTube**

***Open Session***

With due notice having been given and a quorum present, Chair Libra Forde convened open session at 5:04 p.m. with the following members present:

Libra Forde	–	Chair
Mitzi Bauer	–	Vice Chair
Jena Benologa	–	Director
Kathy Wai	–	Director
Orlando Perez	–	Director
Steven Schroedl	–	Director
Tory McVay	–	Director
Matt Utterback	–	Superintendent
Sandra Henderson	–	Board Secretary

Also present were Cindy Detchon, Derrick Brown, Gayellyn Jacobson, Khaliyah Williams-Rodriguez, Libby Miller, Mark Moser, Maureen Callahan, Petra Callin, Shay James, Shelly Reggiani, Tiffany Shireman, and Vivian Garrison. District employees and community members were provided a live stream on YouTube.

Vice Chair Mitzi Bauer read the Native Land Acknowledgement.

**Community Requests**

- Jesse Dobson, NCEA Educators of Color Affinity Group, spoke regarding the potential negative impact of reopening schools on communities of color.
- Julie Skarphol, Milwaukie, spoke in support of 4-12<sup>th</sup> grade students being able to return to school.
- Teresa Jaramillo, Milwaukie, expressed concern regarding the disruption for students that in person hybrid classrooms would cause.
- Rene Ormae-Jarmer, Milwaukie, requested that the Rex Putnam Kingsmen Drum Line be allowed to condition outside.

**Reopening Schools, Athletics and Facilities** – Superintendent Matt Utterback shared reopening recommendations and responded to questions. The Board discussed safety concerns regarding students and staff returning to schools in person.

R20/21-55 Steven Schroedl moved, Tory McVay seconded the motion to allow district high schools to participate in Oregon Schools Activities Association (OSAA) approved and designated high school activities following all safety and health protocols for athletes, coaches, and spectators as outlined by the Oregon Health Authority and OSAA. And open rental of NCS D fields to local youth-service nonprofit athletic groups for the spring season beginning March 22 while following all state health and safety protocols. Motion passed unanimously.

R20/21-56 Mitzi Bauer moved, Orlando Perez seconded the motion to begin the implementation of limited in-person instruction at all grades as long as the state Health Metrics for Returning to In-Person instruction continue to be met.

Steven Schroedl amended the motion, Tory McVay seconded the amendment to also include the following recommendations:

Implement a grades K-1 elementary hybrid delivery model when employees working with grade K-1 elementary school students have had the opportunity for both COVID-19 vaccine doses and after Clackamas County has met the state Health Metrics for Returning to In-Person Instruction for two consecutive weeks.

Expand the elementary hybrid model to grades 2-3 when employees working with grade 2-3 elementary school students have had the opportunity for both COVID-19 vaccine doses and with Clackamas County still meeting the state Health Metrics for Returning to In-Person Instruction and approximately two weeks after implementing the K-1 elementary hybrid delivery model. Grades 4-12 will remain in Comprehensive Distance Learning. The motion to amend the original motion passed unanimously.

Steven Schroedl moved, Orlando Perez seconded to amend the wording of the three paragraphs that reference "Clackamas County has met the state Health Metrics for Returning to In-Person Instruction for two consecutive weeks," would be changed to read, "The Clackamas County health metrics for returning to instruction shall be below 200 cases per 100,000 residents for two consecutive weeks."

Jena Benologa, Kathy Wai, Libra Forde, Mitzi Bauer, Orlando Perez, and Steven Schroedl voted to approve adding the amendment to the original motion. Tory McVay voted against the amendment. The amendment passed 6-1.

Steven Schroedl restated the amended motion as follows: Implement a grades K-1 elementary hybrid delivery model when employees working with grade K-1 elementary school students have had the opportunity for both COVID-19 vaccine doses, and after Clackamas County Health Metric for Returning to In-Person Instruction shall be below 200 cases per 100,000 residents for two consecutive weeks.

Expand the elementary hybrid model to grades 2-3 when employees working with grade 2-3 elementary school students have had the opportunity for both COVID-19 vaccine doses, and with Clackamas County still meeting the Health Metrics of below 200 cases per 100,000 residents for Returning to In-Person Instruction, and following approximately two weeks after implementing the K-1 elementary hybrid delivery model. Grades 4-12 will remain in Comprehensive Distance Learning.

Begin the implementation of limited in-person instruction to all grades as long as Clackamas County Health Metric for Returning to In-Person instruction continues to be below 200 cases per 100,000 residents for two consecutive weeks.

Steven Schroedl offered a friendly amendment, and Tory McVay agreed to add the following to the last paragraph: "This metric does not include outdoor activities or club sports."

The motion passed unanimously as amended.

Board Chair Libra Forde adjourned open session at 7:22 p.m. Board members, Matt Utterback, Mike Collins, and Sandra Henderson moved into Executive Session.

***Executive Session***

An executive session was called to order at 7:33 p.m.

**Employment Discussion** – The Board selected Superintendent finalist candidates.

Board Chair Libra Forde adjourned the executive session at 8:50 p.m.

***Open Session***

Chair Libra Forde convened open session at 8:51 p.m. with Mike Collins in attendance. District employees and community members were provided a live stream on YouTube.

R20/21-57

**Process for Finalist Interviews** – The Board discussed possible options for the process for conducting Board interviews of the finalist candidates on February 1, 2021.

Steven Schroedl moved, Tory McVay seconded the motion that all interviews would be conducted virtually. Motion passed unanimously.

There being no further business to come before the Board, the meeting adjourned at 9:01 p.m.

**Unapproved**

**UTILITY EASEMENT:**  
**BEATRICE MORROW CANNADY ELEMENTARY SCHOOL**

**CONSENT B**  
February 11, 2021

**SUPERINTENDENT'S RECOMMENDATION:**

Adopt resolution granting an approximate 8 feet wide by an approximate 279.92 feet long utility easement to the City of Happy Valley to serve Beatrice Morrow Cannady Elementary School.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no expense or revenue for the easement

**BACKGROUND:**

The voters approved a capital projects Bond measure in November 2016. The district has a bond commitment to construct a new elementary school, Beatrice Morrow Cannady Elementary School.

The granting of a utility easements is standard practice whenever the agency having jurisdiction owns and maintains the utilities and equipment serving the site. The easement will not affect the District's ability to use the overall property as intended.

The school district is required to grant the City of Happy Valley an approximate 8 feet wide by an approximate 279.92 feet long utility easement across the Beatrice Morrow Cannady Elementary School frontage along Vogel Road to allow the City to construct, install, operate, maintain, and upgrade any improvements.

**ATTACHMENTS:**

Board Resolution  
Exhibit A: Public Utility Easement Description  
Exhibit B: Public Utility Easement Map  
Site Plan of Utility Easement

**PRESENTER / STAFF CONTACT:**

Ron Stewart, Senior Director of Capital Projects

**RIGHT-OF-WAY DEDICATION**  
**BEATRICE MORROW CANNADY ELEMENTARY SCHOOL**

**CONSENT C**  
February 11, 2021

**SUPERINTENDENT'S RECOMMENDATION:**

Board approve resolution to dedicate an approximate 14.5 feet wide by 279.92 feet long right-of-way property to the City of Happy Valley.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no expense or revenue for the easement

**BACKGROUND:**

The voters approved a capital projects Bond measure in November 2016. The district has a bond commitment to construct a new elementary school, Beatrice Morrow Cannady Elementary School.

The school district is required to dedicate to the City of Happy Valley an approximate 14.5 feet wide by 279.92 feet long right-of-way property to the City of Happy Valley across the Beatrice Morrow Cannady Elementary School frontage along Vogel Road to allow the City to construct, improve, operate, maintain the public right-of-way.

The requirement to dedicate right-of-way property is standard practice whenever the agency having jurisdiction requires the dedication to provide a public right-of-way. The right-of-way will not affect the District's ability to use the overall property as intended.

**ATTACHMENTS:**

Board Resolution  
Exhibit A: Right of Way Description  
Exhibit B: Right of Way Map  
Site Plan of Right of Way

**PRESENTER / STAFF CONTACT:**

Ron Stewart, Senior Director of Capital Projects

## **NEW SUPERINTENDENT APPOINTMENT & CONTRACT**

**ACTION**  
Agenda Item #1  
February 11, 2021

### **RECOMMENDATION:**

Approve the appointment of \_\_\_\_\_ as Superintendent effective July 1, 2021 and authorize the Board Chair to execute an employment contract that will be maintained in the District office.

### **BACKGROUND:**

November 21, 2019, the Board declared the Superintendent position vacant due to the retirement of the current Superintendent and discussed the hiring process.

December 12, 2019, the Board approved the search process and timeline with the following caveat, "All dates and processes are subject to change based upon unforeseen circumstances and scheduling issues." A revised timeline is attached showing the changes in dates for reactivating the search.

January 3, 2020, in a special meeting the Board interviewed search consultants.

January 9, 2020, the consulting company of Ray and Associates, Inc. was selected to conduct a search for a new superintendent.

Prior to hiring a consultant, the Community Relations department initiated a ThoughtExchange Survey designed to collect the qualities and traits constituents desired in their next superintendent. The ThoughtExchange was open from January 2-14, 2020. There were 690 people who participated with 939 individual thoughts shared which received 28,878 ratings. Culturally specific parent groups; Spanish, Russian, Vietnamese speakers were contacted by liaisons to encourage their participation in the ThoughtExchange.

On January 13 and 14, 2020, Dr. Jim Hager from Ray and Associates, Inc. surveyed and received input from constituents and Board members regarding what qualities they would like to see in the district's next superintendent. During these two days, each Board member and various staff members were interviewed individually by Dr. Hager. A community stakeholder meeting was held with community members, government officials, district administrators, along with one high school student. A meeting with Executive Team members was also held.

January 21, 2020, in a special Board meeting, the Board reviewed results of the Thought-Exchange, stakeholder meetings, and Board member interviews. The Board reviewed the draft hiring criteria, hiring brochure, and position application.

January 23, 2020, the Board adopted the search hiring criteria.

March 23, 2020, the Board received a report regarding Covid-19 and the current Superintendent was asked to rescind his retirement for one year.

April 9, 2020, the Board approved suspending the Superintendent search and rescinded the previous action accepting the superintendent's retirement. The terms of the existing Superintendent's contract for the 2020-2021 school year was reinstated and will expire on June 30, 2021.

October 8, 2020, the Board adopted the attached revised timeline.

January 23, 2021, the Board met in an executive session to review applications and selected five semi-finalist candidates to be interviewed.

January 25 and 27, 2021, the Board met in executive sessions to interview the semi-finalist candidates.

January 28, 2021, the Board met in executive session to select three finalist candidates.

February 1, 2021, multiple candidate forums were held with students, administrators, employee association leadership, parent leadership groups, business partners, district staff and other community members. Videos from the community/staff evening forums were posted on the Board's webpage of the district's website. Participants have submitted 663 English and 11 Spanish candidate impression forms.

February 1, 2021, the Board met in executive session to interview the finalist candidates.

February 4, 2021, the Board met in executive session to review the results from the staff and community candidate impression forms. The Board reached unanimous consensus on a final candidate and delegated authority to the Board Chair to enter into negotiations with the final candidate with the assistance of legal counsel.

**ATTACHMENTS:**

New Superintendent Contract

Revised Superintendent Search Timeline

[Board Policy CBB - Recruitment and Appointment of the Superintendent](#)

**PRESENTER:**

Libra Forde, Board Chair

**DRAFT**  
**NORTH CLACKAMAS SCHOOL DISTRICT**  
**SUPERINTENDENT SEARCH PROCESS AND TIMELINE**  
**2019-2020 2021**

**DATE:**

- 11/01/19** Publicized Request for Information for executive leadership search firms.
- 11/04/19** Community Relations Department begins developing promotional materials.
- 11/21/19** BOARD MEETING: Declare superintendent position vacant effective July 1, 2020 (action item). Discuss Board Chair recommendation for search process and timeline.
- 12/12/19** BOARD MEETING: Public comment on proposed hiring process. Finalize hiring process and timeline (action item). Discuss which executive leadership search firms to interview.
- 12/16/19 - 01/08/20** Board interviews executive leadership search firms (public meeting).
- 12/16/20** District staff begins contacting constituents and stakeholders for input meetings the week of January 13. District staff initiates community Thought Exchange survey regarding superintendent hiring criteria.
- 01/09/20** BOARD MEETING: Award contract to executive leadership search firm (action item).
- 01/13/20- 01/14/20** Executive leadership search firm meetings with individual Board members regarding superintendent hiring criteria. Executive leadership search firm facilitates meetings with constituents and stakeholders regarding superintendent hiring criteria.
- 01/21/20** SPECIAL BOARD MEETING: Executive leadership search firm lead Board discussion on superintendent hiring criteria.
- 01/23/20** BOARD MEETING: Public comment on proposed hiring criteria. Adopt hiring criteria (action item). Review promotional flyer and application form.
- 3/23/20** SPECIAL MEETING: Discussed suspension of search process due to COVID-19.
- 4/9/20** REGULAR MEETING: Board voted to suspend search and rescind the Superintendent's retirement for the 2020-2021 school year.
- 10/8/20** BOARD MEETING: Declare superintendent position vacant effective July 1, 2021 and approve revised search timeline (2 action items). Review previous hiring criteria (discussion item).
- 10/22/20** BOARD MEETING: Public comment on proposed hiring criteria. Adopt hiring criteria (action item).

**01/24/20**

**11/19/20**

Promotional flyer and application form released and available to candidates.

**03/06/20**

**01/03/21**

Deadline for all application materials.

**Wk. 03/16/20**

**01/19/21**

SPECIAL BOARD MEETING in EXECUTIVE SESSION: Consultant presents the most qualified potential candidates that more closely match the hiring criteria to the Board and assists the Board in selecting candidates for interviews. Develop and finalize interview questions and procedures with the Board. Background checks completed on candidates to be interviewed.

**Wk. 03/30/20**

**Wk. 01/25/21**

SPECIAL BOARD MEETING in EXECUTIVE SESSION: Board interviews candidates and narrows candidates to finalists. Finalists publicly announced.

**Wk. 04/06/20**

**Wk. 02/01/21**

Constituents, community members, and staff interview finalists. Optional Board interview of finalists in executive session following public interviews.

**04/08/20**

**02/04/21**

BOARD MEETING in EXECUTIVE SESSION: Board reviews feedback from community and staff interviews and decides on preferred candidate, including first and second choice candidates.

**Wk. 04/13/20-**

**04/20/20**

**Wk. 02/08/21**

District Legal Counsel enters into contract negotiations with first choice candidate.

**04/09/20**

**02/11/21**

BOARD MEETING: Public comment on proposed superintendent. Board takes formal action to hire new superintendent and approve contract (action item).

**04/10/20**

**02/12/21**

Press release announcing the new superintendent.

**All dates and processes are subject to change based upon unforeseen circumstances and scheduling issues.**

Approved 12/12/2019, Revised 10/8/2020

**PROCLAMATION: CLASSIFIED EMPLOYEES' WEEK**

**ACTION**  
Agenda Item #2  
February 11, 2021

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board adopt the proclamation declaring March 1 - 5, 2021, as "Classified Employees' Week" in North Clackamas School District.

**ORIGINATED BY:**

This is the district's annual recognition and appreciation of classified employees.

**BACKGROUND:**

Classified Employees' Week in North Clackamas School District has been scheduled to coincide with the week announced by the Oregon School Employees Association. March 1 - 5, 2021, is this year's opportunity to honor the hard work that classified school employees do. The focus for this proclamation in the North Clackamas School District is to recognize that fact.

**ATTACHMENTS:**

Proclamation

**PRESENTER:**

Libra Forde, Board Chair

**OTHERS NOTIFIED OF ITEM:**

OSEA Leadership

# **Classified Employee Appreciation Week**

**in**

## **North Clackamas School District**

**WHEREAS**, the education of youth is essential to the future of our community, state, country and world; and

**WHEREAS**, classified employees are the backbone of our public education system; and

**WHEREAS**, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

**WHEREAS**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

**WHEREAS**, our community depends upon and trusts classified employees to serve students; and

**WHEREAS**, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

**NOW, THEREFORE, BE IT RESOLVED** that the North Clackamas Board of Directors proclaims March 1 - 5, 2021, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

**BE IT FURTHER RESOLVED** that the North Clackamas Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this 11th day of February, 2021

Signed:

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Chair, Libra Forde  
School District Board of Directors

**PROCLAMATION: PUBLIC SCHOOLS WEEK**

**ACTION**  
Agenda Item #3  
February 11, 2021

**SUPERINTENDENT’S RECOMMENDATION:**

That the Board adopt the proclamation declaring February 22-26, 2021, as “Public Schools Week” in North Clackamas School District.

**ORIGINATED BY:**

Affiliation with multiple national organizations that represent our employees

**BACKGROUND:**

“Public Schools Week” in North Clackamas School District has been scheduled for February 22-26, 2021, in cooperation with a national effort, supported by over 40 organizations including the AASA- The Schools Superintendent Association, National PTA, National Association of Elementary School Principals, The National Association of Secondary School Principals, National Education Association, National School Boards Association and the National School Public Relations Association. Public Schools Week is a national celebration to highlight the great things happening in our nation’s public schools as well as bring attention to the critical issues facing our schools, students and educators.

**ATTACHMENTS:**

Proclamation

**PRESENTER:**

Cindy Detchon, Assistant Superintendent of Operations

**Public Schools Week**  
**in the**  
**North Clackamas School District**

WHEREAS: Robust public schools are the bedrock of our nation's social well-being; by strengthening public education our nation is stronger;

WHEREAS: Over 17,300 students representing a diversity of demographics are enrolled in the North Clackamas School District;

WHEREAS: American public schools educate nine out of 10 students; consequently, high quality public schools are critical to the success of America's democracy, along with the success of state, national, and global economies;

WHEREAS: National Public Schools Week has been scheduled for February 22-26, 2021;

NOW, THEREFORE BE IT RESOLVED the North Clackamas School District Board of Directors proclaims February 22-26, 2021, as Public Schools Week in the North Clackamas School District.

Adopted this 11th day of February, 2021.

Signed:

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Libra Forde, School District Board of Directors

## **CLACKAMAS ESD LOCAL SERVICE PLAN**

**DISCUSSION**  
Agenda Item #4  
February 11, 2021

### **SUPERINTENDENT'S RECOMMENDATION:**

Review the Clackamas Education Service District Local Service Plan, authorizing services for 2021-2022.

### **ORIGINATED BY:**

Education Service Districts are required to seek school board approval of a Local Service Plan that includes resolution services, contracts and entrepreneurial initiatives.

### **BUDGET IMPACT/SOURCE OF FUNDS:**

Budget implications, if the plan is approved, would benefit North Clackamas Schools.

### **BACKGROUND:**

The Local Service Plan must be approved by two-thirds of the school district boards representing a majority of the students in Clackamas County each year. There are currently 10 school districts in the county; therefore, seven school district boards must approve the Local Service Plan in order for the Clackamas ESD to continue offering the services outlined in the Plan document.

The Plan may change if state funding for ESDs is reduced. Should this occur, this item may come back to the NCSB Board at a future date.

### **ATTACHMENTS:**

Local Service Plan for 2021-2022

### **STAFF CONTACT/ PRESENTERS:**

Superintendent, Matt Utterback  
Superintendent of the Clackamas ESD Jada Rupley  
Clackamas ESD Board Member Linda Brown  
Clackamas ESD Board Chair Jon Eyman  
Clackamas ESD Board Member Len Mills  
Clackamas ESD Strategic Communications Director Shirley Skidmore  
Clackamas ESD Executive Assistant Laurel Roth

[Click on this page to open document.](#)

# LOCAL SERVICE PLAN | 2021 – 22



**SCHOOL PRESENTATION**  
**ADRIENNE C. NELSON HIGH SCHOOL**

**PRESENTATION**  
Agenda Item #6  
February 11, 2021

**SUPERINTENDENT'S RECOMMENDATION:**

This item is presented for Board information.

**ORIGINATED BY:**

Board request.

**BACKGROUND:**

As the district looks forward to the opening of Adrienne C. Nelson High School (ANHS) in the fall of 2021, administrators from ANHS and Clackamas High School will provide an update on the planning progress. This presentation will include updates on construction, staffing, programming, and athletics. They will also discuss their ongoing partnership with Clackamas High School and their work to honor the school's namesake, Justice Adrienne C. Nelson.

**ATTACHMENTS:**

Powerpoint Presentation

**PRESENTER / STAFF CONTACT:**

Petra Callin, Executive Director of High School Programs  
Greg Harris, Principal of Adrienne C. Nelson High School  
Vicki Nelms, Athletic Director of Adrienne C. Nelson High School  
Nate Muñoz, Principal of Clackamas High School



# Adrienne C. Nelson High School

NCSD School Board Update: February 11, 2021



## Agenda

Construction Update

Student Engagement

Staffing Update

All In, All FAMILY

Athletics Update

Honoring Justice Nelson

“Tradition Starts Here”



### Presenters:

**Greg Harris:**

Principal, Adrienne C. Nelson High School

**Vicki Nelms:**

Athletic Director/AP, Adrienne C. Nelson High School

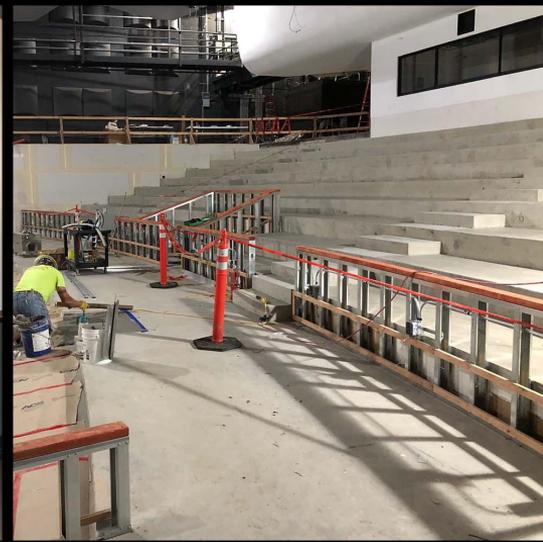
**Nate Munoz:**

Principal, Clackamas High School



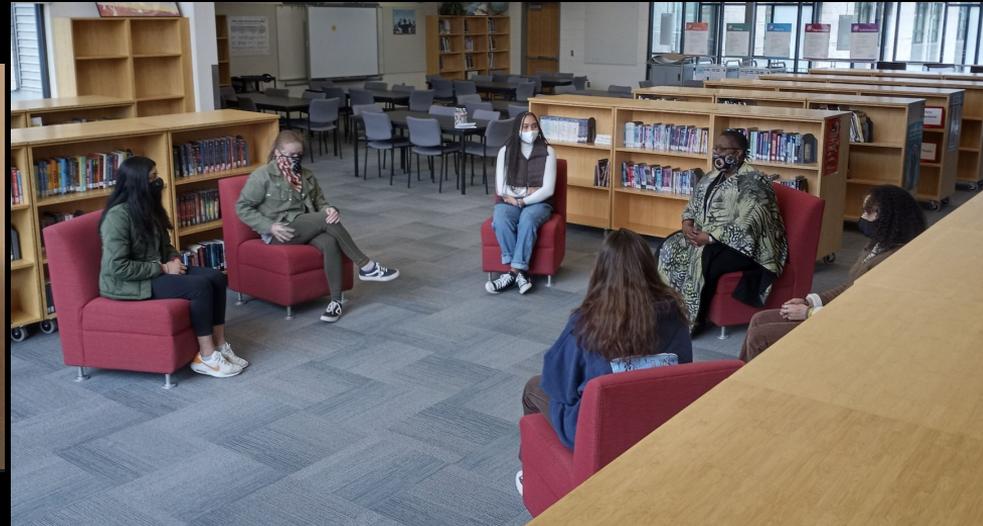
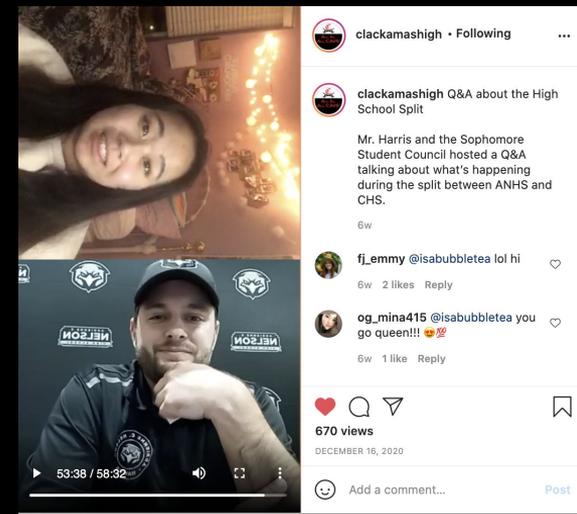
# Construction Update:

- Roughly 85% complete
- Virtually all work in new and existing areas to be completed by the end of March.
- Substantial Completion Date: 5/28/2021
- Sought teacher feedback regarding furniture and fixtures throughout the building.
- Furniture, fixtures, and moving to occur throughout the summer.



# Students

- Mascot/Logo Design
- Instagram Live Updates
- Adrienne C. Nelson Mural Project
- Student Outreach through Clubs
- Student Advisory Group
- Family Communication



CAVS & HAWKS = FAMILY

# STAFFING



Based on a process that:

- sought staff preference and feedback.
- committed to providing equal opportunities for students at both locations.
- looked to balance experience, leadership, and contributions.

Looking to the future:

- Supporting the emotions of change.
- ANHS/CHS visioning

**CAVS & HAWKS = FAMILY**

- Our School Year Motto is All In, All CAVS (FAMILY)
- We are ALL in this together!



**HAWK THURSDAY**

TRADITION STARTS HERE



**ALL IN, ALL FAMILY!**



**CAV FRIDAY**



**ALL IN, ALL CAVS**



## Athletics/Activities

**"Tradition Starts Here!"**



- Adrienne C. Nelson will play in the Mt. Hood Conference for 2021 (same as Clackamas)
- We will play in the 6A division
- We will participate at the Varsity level for all OSAA sports
- We will have Activities
- We will have Clubs
- We are working with the Clackamas Booster groups
- Coaching Positions

# Honoring Justice Nelson



## Artist: Sadé DuBoise

- More than a name.
- Built on a theme of community and unity.
- Celebrates identity, culture, and style.
- Includes amplifying student representation.

# “Tradition Starts Here!”

## Community Engagement:

- Staff, Parent, and Student Advisory Groups
- Intentional and Representational Feedback
- Amplification of Voices

## Content and Curriculum:

- AP Capstone
- Access to Sabin-Schellenberg and in-house electives

## Support:

- Freshman Success Academies
- Comprehensive CARE Team



# Questions



**HAWK  
THURSDAY**



TRADITION STARTS HERE 

**ALL IN, ALL FAMILY!**

**CAV  
FRIDAY**



 **ALL IN, ALL CAVS**

## QUARTERLY FINANCIAL REPORT

**REPORT**  
Agenda Item #7  
February 11, 2021

### **SUPERINTENDENT'S RECOMMENDATION:**

Information presented for review and discussion.

### **BACKGROUND:**

#### **Financial Highlights:**

The 2020-21 General Fund ending balance is projected to be approximately \$25.0 million, or 10.70% of revenues and \$1.5 million more than the prior year. The district is in a solid financial position this year due to increased state funding, our tremendous community support with the local option levy and savings due to the pandemic.

The beginning fund balance on the attached Quarterly Financial Report (line 6) has been adjusted to reflect the fund balance changes between the **Budget**, which was the best estimate during the budget development process in the spring, and the **Activity** columns. The projected ending fund balance for 2020-21 (line 32) continues to be within the Board approved amount.

#### **Notes:**

Revenues have been adjusted downward in several categories: 1) Property taxes were initially estimated too high and have been reduced by \$1M, 2) The State School Fund has been reduced by \$2M due to the loss of funding in the Transportation Grant since we are not transporting students daily, 3) The High Cost Disability Grant will be less by \$1M due to lack of outside placement of Special Education Students, 4) Fees, Rentals and Indirect costs for grants are all reduced significantly.

Expenditures have been adjusted to reflect less salary and benefits associated with Transportation and Substitutes during CDL. There will be an increase in salaries and benefits when the district moves to Hybrid Learning and Limited In Person Instruction (LIPI).

Activities not reflected in this report that may impact the Budget in the next few months are: 1) changes in student enrollment. 2) savings and costs associated with Comprehensive Distance Learning and the change to Hybrid Learning and LIPI.

#### **Investment Report:**

Investment of Funds is outlined in NCSD Policy DFA, requiring quarterly investment information reporting to the Board. The Local Government Investment Pool (LGIP) is one of the primary institutions used for district investments, producing the highest interest rate for short-term investments at this time. The current interest rate is 0.75% as of November, 2020 which is a decrease from last quarter.

In accordance with NCSD Policy DFA and DFA-AR Investment of Funds, attached is the quarterly report containing information about the investment portfolio as of December 31, 2020.

The Investment Portfolio Summary report is a summary of all fixed income investments, the LGIP, bank checking accounts and bank “money market” account balances. The combined portfolio contained \$261.1 million at a weighted average nominal rate of return of 0.67%. This report recaps the percentage of the portfolio invested in each category (i.e. US Government Treasury investments, US Government Agency investments, Corporate Notes) and compares to policy percentage restrictions. As of December 31, 2020 all categories were in compliance with Board Policy. This report also provides the weighted average yield by issuer.

The Investments by Fund and Maturity Date attachment lists the details on each fixed income investment subtotaled by Fund as required by Board Policy.

**ATTACHMENTS:**

Quarterly Financial Report  
Investment Portfolio Summary  
Investments by Fund and Maturity Date

**PRESENTER / STAFF CONTACT:**

Gayellyn Jacobson, Chief Financial Officer

**North Clackamas School District No. 12**  
**Quarterly Financial Report**  
**General Fund**  
**For the Period Ended December 31, 2020**

	Budget	2020 - 2021 Activity			
	Adopted Budget 2020-21	YTD Actuals Through 12-31-2020	Encumbrances Through 12-31-2020	Actuals Including Encumbrances	Forecast Through 6-30-2021
<b>REVENUES:</b>					
Beginning Fund Balance (BFB)	\$ 21,956,908	\$ 23,554,298	\$ -	\$ 23,554,298	\$ 23,554,298
State School Fund:					
State Funds	111,638,700	46,208,272	-	46,208,272	109,638,700
Property Taxes	72,995,000	64,825,970	-	64,825,970	71,995,000
Local Option Levy	19,340,000	17,490,511	-	17,490,511	19,340,000
Federal Forest Fees	40,000	-	-	-	40,000
Common School Fund	1,641,767	-	-	-	1,641,767
County School Fund	15,000	-	-	-	15,000
High Cost Disability Grant	2,000,000	-	-	-	1,000,000
Investment Earnings	800,000	107,756	-	107,756	800,000
Intermediate Sources-CESD	2,525,500	-	-	-	2,525,500
Other Services and Fees	4,042,000	61,148	-	61,148	3,330,000
Transfers-in	500,000	-	-	-	-
Subtotal Revenues excluding BFB	\$ 215,537,967	\$ 128,693,656	\$ -	\$ 128,693,656	\$ 210,325,967
Total Revenues including BFB	\$ 237,494,875	\$ 152,247,954	\$ -	\$ 152,247,954	\$ 233,880,265
<b>EXPENDITURES:</b>					
Salaries	\$ 108,035,864	\$ 37,371,689	\$ 60,716,542	\$ 98,088,230	\$ 102,194,784
Benefits	74,629,618	23,409,638	37,855,850	61,265,488	69,169,470
Purchased Services	24,479,996	8,349,685	6,472,076	14,821,762	25,330,621
Supplies & Materials	7,267,966	2,698,852	2,486,759	5,185,611	6,867,966
Capital Outlay	220,000	-	20,000	20,000	220,000
Dues and Fees	1,402,449	198,702	962,476	1,161,177	1,402,449
Transfers-out	3,659,214	-	-	-	3,659,214
Subtotal Expenditures	\$ 219,695,107	\$ 72,028,566	\$ 108,513,703	\$ 180,542,269	\$ 208,844,504
<b>CONTINGENCY:</b>	\$ 17,799,768	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 237,494,875	\$ 72,028,566	\$ 108,513,703	\$ 180,542,269	\$ 208,844,504
<b>*Projected Ending Fund Balance on 6-30-20</b>					\$ 25,035,761
<b>Projected Ending Fund Balance as a Percentage of Forecasted Revenue at 6-30-2020</b>					<b>10.70%</b>



12/31/2020	Issuer	Book Value	Percentage of Portfolio	Maximum allowed per Policy	Over	Weighted Ave Yield
<b>US Gov't Treasuries</b>						
	US Gov't Treasury	\$ 17,002,295.82	6.51%	100%		1.37%
	Sub Total	<u>\$ 17,002,295.82</u>	<u>6.51%</u>	100%		
<b>Municipalities</b>						
	Deschutes County Hospital	\$ 699,995.20	0.27%	25%		2.02%
	Sub Total	<u>\$ 699,995.20</u>	<u>0.27%</u>	25%		
<b>US Gov't Agencies</b>						
	Federal Home Loan Bank	\$ 3,005,313.97	1.15%	25%	N/A	2.64%
	Federal Home Loan Mortgage	\$ 9,744,876.88	3.73%	25%	N/A	1.70%
	Federal National Mortgage	\$ 5,000,577.68	1.92%	25%	N/A	2.64%
	Federal Agriculture Mortgage	\$ 10,000,000.00	3.83%	25%	N/A	2.65%
	Resolution Funding Corp	\$ 3,996,660.80	1.53%	25%	N/A	2.63%
	Farmer Mac	\$ 9,992,432.93	3.83%	25%	N/A	0.12%
	Sub Total	<u>\$ 41,739,862.26</u>	<u>15.99%</u>	100%	N/A	<u>1.79%</u>
<b>Corporate Notes</b>						
	Bank of America	\$ 3,000,925.60	1.15%	5%	N/A	2.04%
	Sub Total	<u>\$ 3,000,925.60</u>	<u>1.15%</u>	35%	N/A	<u>2.04%</u>
<b>Total Investment Portfolio</b>		\$ 62,443,078.88	23.92%			<u>1.67%</u>
<b>Banks/Money Market</b>						
	US Bank - Bond Checking	\$ 10,236,985.27				
	Umpqua Bank MMKT - Fund 420	\$ 15,702,138.46	6.01%			0.25%
	Washington Federal MMKT - Fund 420	\$ 10,588,723.25	4.06%			0.15%
	Washington Federal MMKT - Fund 100	\$ 20,351,964.89	7.80%			0.15%
	US Bank - General Checking	\$ 59,564,499.19				
	Sub Total - banks	<u>\$ 116,444,311.06</u>				
	LGIP 3581 Bond Fund 420	\$ 8,361,062.12	3.20%	51,177,000	42,815,938	0.75%
	LGIP 4904 General Fund 100	\$ 73,812,238.40	28.27%	51,177,000	(22,635,238)	0.75%
	Total Cash and Equivalents	<u>\$ 82,173,300.52</u>	31.48%			
<b>Grand Total</b>		\$ 261,060,690.46				0.67%



Investment By Fund and Maturity Date  
12/31/2020

Fund	Type	Settlement	Maturity Date	Total days held	Yield	Par Amount	Amortized Cost
100	DESMED	11/1/2019	1/1/2021	427	2.020%	700,000.00	699,995.20
100	FHLMC	12/13/2019	9/2/2021	629	1.700%	9,750,000.00	9,744,876.88
				Total General Fund		<u>10,450,000.00</u>	<u>10,444,872.08</u>
420	Bank of America	9/26/2019	1/5/2021	467	2.039%	3,000,000.00	3,000,925.60
				Total 2017 Bond		<u>3,000,000.00</u>	<u>3,000,925.60</u>
421	FNMA	12/31/2018	12/30/2020	730	2.640%	5,000,000.00	5,000,577.68
421	RFCO	12/28/2018	1/15/2021	749	2.630%	4,000,000.00	3,996,660.80
421	US Treas	12/28/2018	2/15/2021	780	2.550%	5,000,000.00	4,998,289.97
421	FHLB	12/28/2018	3/12/2021	805	2.638%	3,000,000.00	3,005,313.97
421	US Treas	12/20/2018	4/15/2021	847	2.647%	4,000,000.00	3,997,066.20
421	US Treas	12/20/2018	5/15/2021	877	2.632%	4,000,000.00	4,006,857.25
421	FAMCA	1/4/2019	6/1/2021	879	2.650%	10,000,000.00	10,000,000.00
421	US Treas	12/20/2018	6/15/2021	908	2.620%	4,000,000.00	4,000,082.40
421	FRMC	9/2/2020	8/16/2021	348	0.120%	10,000,000.00	9,992,432.93
				Total 2018 Bond		<u>49,000,000.00</u>	<u>48,997,281.20</u>
				Grand Total		<u>62,450,000.00</u>	<u>62,443,078.88</u>

**POLICY REVISIONS**

**DISCUSSION**  
Agenda Item #8  
February 11, 2021

**REASON FOR BOARD CONSIDERATION:**

First reading of the attached revised policies.

**COMMITTEE RECOMMENDATION:**

The Policy Review Committee, with membership of both staff and Board, reviewed and recommends the following policy revisions.

**BUDGET IMPACT/SOURCE OF FUNDS:**

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

**ATTACHMENTS:**

Drafts of the following policies to review:

<b>Policy</b>	<b>Title</b>	<b>Reason</b>
IJ	Guidance Program and Counseling Program	Delete current and adopt new version due to changes in ODE rules per OSBA November Update
IKFB	Graduation Exercises	Updated due to ORS 329.451 regarding military uniforms and OSBA adding an equity lens per OSBA November Update

**PRESENTER / STAFF CONTACT:**

Tiffany Shireman, Chief of Staff

## School Counseling Program

The district's coordinated comprehensive school counseling program supports the academic, career, social-emotional, and community involvement development of all students. Each school will have a comprehensive counseling program for students in grades K-12, which will be based on the Oregon Department of Education's *Oregon's Framework for Comprehensive School Counseling Programs*.<sup>1</sup>

The district will adopt program goals, which will assist students to:

1. Understand and utilize the educational opportunities and alternatives available to them;
2. Meet academic standards;
3. Establish tentative career and educational goals;
4. Create and maintain an education plan and education portfolio;
5. Demonstrate the ability to utilize personal qualities, education and training, in the world of work;
6. Develop decision-making skills;
7. Obtain information about self;
8. Accept increasing responsibility for their own actions, including the development of self-advocacy skills;
9. Develop skills in interpersonal relations, including the use of effective and receptive communication;
10. Utilize school and community resources;
11. Demonstrate and discuss personal contributions to the larger community; and
12. Know how to utilize personal skills in making contributions to the community.

Materials used in the counseling program will be free of content that may discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, age, disability, or marital status, or that which permits or requires different treatment of students on such basis unless such differences cover the same occupation and interest areas and the use of such different material is shown to be essential to the elimination of discrimination.

Consistent with individual rights and the counselor's obligations as a professional, the counseling

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<sup>1</sup> Oregon Department of Education - [Comprehensive School Counseling](#)

relationship and resulting information may be protected as privileged communications by Oregon law.<sup>2</sup>

END OF POLICY

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**Legal Reference(s):**

[ORS 40.245](#)

[ORS 326.565](#)

[ORS 326.575](#)

[ORS 329.603](#)

[ORS 336.187](#)

[OAR 581-021-0013](#)

[OAR 581-021-0046\(7\)](#)

[OAR 581-022-2030](#)

[OAR 581-022-2055](#)

[OAR 581-022-2060](#)

[OAR 581-022-2250](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2019).

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<sup>2</sup> See ORS 40.245.

## **Guidance Program and Counseling Program**

The district's guidance and counseling program focuses on the developmental needs of all students, K-12, based on the Oregon Department of Education's *Framework for Comprehensive Guidance and Counseling Programs for Pre-kindergarten through Twelfth Grade*.

Counselors/child development specialists demonstrate respect for each individual's dignity and worth and encourage each student to develop individual responsibility and decision-making skills. Counselors coordinate the school guidance program and involve all staff members in designing and implementing plans to meet four major goals:

1. Educational Development – Students will develop an education plan and portfolio that utilizes educational opportunities and alternatives consistent with academic standards and their career aspirations;
2. Personal/Social Development – Students will develop appropriate interpersonal and communication skills for a variety of social and work settings; students will develop self-advocacy and decision-making skills, and confidence in their own abilities;
3. Career Development – Students in grades K-12 will develop career options consistent with their interests, abilities and values. Career development includes focus on vocation, avocation, family life, and citizenship.
4. Community involvement – Students will demonstrate the importance of making an individual contribution to the community.

Counselors of students in grades 6-12 will develop and annually review an educational plan which creates education, career and life goals, identifies learning goals and activities.

Within the framework of the counseling and guidance goals, specific student and curricular objectives will be developed.

Within the areas of guidance and counseling responsibility, the counselor enters into professional relationships with three segments of the school community: students, school personnel and parents. Consistent with individual rights and the counselor's obligations as a professional, the counseling

relationship and resulting information is, in most instances, protected as privileged communications by Oregon law. When appropriate, counselors will be responsible for explaining the ramifications of confidentiality to students.

END OF POLICY

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**Legal Reference(s):**

[ORS 40.245](#)  
[ORS 326.565](#)  
[ORS 326.575](#)  
[ORS 336.187](#)

[OAR 581-021-0046\(7\)](#)  
[OAR 581-022-0405](#)  
[OAR 581-022-0606](#)  
[OAR 581-022-0610](#)

[OAR 581-022-1020](#)  
[OAR 581-022-1510](#)  
[OAR 581-022-1512](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2011); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2011).  
Protection of Pupil Rights, 20 U.S.C. § 1232h (2006); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2006).





Code: **IKFB**  
Adopted: 6/04/87  
Readopted: 9/20/12

## Graduation Exercises

~~Appropriate graduation programs will be approved by the district on the date(s) selected by the Board.~~

~~Students in good standing and who meet the guidelines for graduation as set forth in administrative regulation IKF AR – Graduation Requirements, may participate in graduation exercises.~~

The Board believes that completion of the requirements for a diploma, a modified diploma, an extended diploma or an alternative certificate from public schools is an achievement that improves the community as well as the individual. The Board wishes to recognize this achievement in a publicly, celebrated graduation exercise.

Accordingly, appropriate graduation programs may be planned by the school on the dates selected.

The school's valedictorian(s), salutatorian(s) or others, at the discretion of the principal or designee, may be permitted to speak as part of the district's planned graduation program. All speeches will be reviewed and approved in advance by the building principal or designee.

All students in good standing<sup>1</sup> who have successfully completed the requirements for a high school diploma, or qualifies to receive or receives a modified diploma, an extended diploma or an alternative certificate, including a student participating in a district-sponsored alternative education program and a student with disabilities receiving a document certifying successful completion of program requirements, shall have the option to participate in graduation exercises.

A student shall be allowed to wear a dress uniform issued to the student by a branch of the U.S. Armed Forces if the student:

1. Qualifies to receive a high school diploma, a modified diploma, an extended diploma or an alternative certificate; and
2. Has completed basic training for, and is an active member of, a branch of the U.S. Armed Forces.

Graduating students will be allowed to wear items of cultural significance, in accordance with consistently-enforced rules established by the principal or designee.<sup>2</sup>

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<sup>1</sup> A student may be denied participation in graduation exercises for conduct that violates board policy, administrative regulation and/or code of conduct provisions.

<sup>2</sup> See [letter from ODE regarding Graduation Ceremonies](#) (click on Year Graduation Ceremonies).

## END OF POLICY

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### Legal Reference(s):

[ORS 329.451](#)

~~[ORS 332.105](#)~~

[ORS 332.107](#)

~~[ORS 332.114](#)~~

~~[ORS 339.115](#)~~

[ORS 339.505](#)

[ORS 343.295](#)

[OAR 581-021-0050](#)

[OAR 581-021-0055](#)

[OAR 581-021-0060](#)

~~[OAR 581-021-0071](#)~~

[OAR 581-022-2000](#)

[OAR 581-022-2010](#)

[OAR 581-022-2015](#)

[OAR 581-022-2020](#)

[OAR 581-022-2505](#)

31 OR. ATTY. GEN. OP. 428 (1964)

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

Kay v. David Douglas Sch. Dist. No. 40, 1987); cert. den., 484 U.S. 1032 (1988).

Doe v. Madison Sch. Dist. No. 321, 177 F.3d 789 (9th Cir. 1999).

Lee v. Weisman, 505 U.S. 577 (1992).

Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988).

### Cross Reference(s):

IKC - Valedictorian/Salutatorian

## **LIMITED IN-PERSON INSTRUCTION**

## **DISCUSSION/ACTION**

Agenda Item #9  
February 11, 2021

### **BOARD CHAIRS RECOMMENDATION:**

Authorize the superintendent to implement limited in-person instruction.

### **BACKGROUND:**

#### **PREVIOUS BOARD ACTIONS REGARDING LIMITED IN-PERSON INSTRUCTION:**

On October 22, 2020 the board to action to pilot small group instruction/services on-site according to state guidelines and safety protocols. The pilot was never implemented due to escalating virus infections in the county.

On January 28, 2021 the board to action to begin the implementation of limited in-person instruction to all grades as long as Clackamas County Health Metric for Returning to In-Person Instruction is below 200 cases per 100,000 residents for two consecutive weeks.

#### **LIMITED IN-PERSON INSTRUCTION (LIPI):**

According to the Oregon Department of Education (ODE), schools operating in the Comprehensive Distance Learning (CDL) instructional model are able to bring a limited number of students for limited hours and with specific conditions on-site. LIPI is not tied to the State Health Metrics for Returning to In-Person Instruction.

For schools operating in CDL and wanting to implement Limited In-Person Instruction (LIPI) they are required to complete Section 1-3 of the Operational Blueprint and submit that blueprint to their local board, local public health authority, and ODE. North Clackamas meets this requirement.

Schools may offer the opportunity for limited in-person instruction based on need, including to:

- Address connectivity issues, including a focus on students with limited or no internet access
- Provide academic support
- Access assessment
- Provide social, emotional, or mental health support
- Build educator-to-student relationships
- Support live peer-to-peer interaction
- Support ongoing engagement and attendance
- Build school community and culture
- Ensure culturally relevant and sustaining pedagogy
- Prepare for a return to in-person instruction
- Provide voluntary supplemental supports

The following are state requirements regarding the implementation of Limited In-Person Instruction:

- Cohort groups are limited to no more than 20 students at a given time in a cohort. Students cannot be part of more than two cohorts in any given week.
- The time a single student or student cohort of any size can spend in a school building on a given day is limited to two consecutive hours and cannot be intermittent.
- Limited in-person instruction cannot replace the requirements of CDL for any learner. Districts under CDL must adhere to the requirements of CDL while bringing students onsite under exceptions.
- For students who experience disability, offers of Free Appropriate Public Education (FAPE) cannot require students to come on-site during limited in-person instruction to satisfy requirements of Specifically Designed Instruction (SDI) or related services. Students must continue to have full provisions of FAPE under CDL.
- For students who require language instruction, schools cannot require students to come on-site during limited in-person instruction as the sole means of providing instructional services under Title III.
- Schools cannot require students to participate in limited in-person instruction. Students who choose not to participate in limited in-person instruction remain entitled to a full educational experience, including provision of FAPE, as applicable, through CDL.

**ATTACHMENTS:**

- [ODE Guidance for Limited In-Person Instruction During Comprehensive Distance Learning](#)
- [Ready Schools, Safe Learners Guidance](#)

**PRESENTER:**

Libra Forde, Board Chair

**CHARTER SCHOOL RENEWAL:**  
**MILWAUKIE ACADEMY OF THE ARTS**

**ACTION**  
Agenda Item #10  
February 11, 2021

**SUPERINTENDENT'S RECOMMENDATION:**

Recommend approval of the request for renewal of charter school sponsorship from Milwaukie Academy of the Arts.

**REASON FOR BOARD CONSIDERATION:**

Pursuant to ORS 338.065, charter schools must request renewal from the sponsor prior to the expiration of the current charter. The renewal process is addressed in NCSD LBE and LBE-AR (Attachment 1) and requires NCSD Board approval of the request for renewal by charter schools.

**BACKGROUND:**

North Clackamas School District serves as the sponsor for Milwaukie Academy of the Arts (MAA). The current charter for the school expires on June 30, 2021.

On December 11, 2020, Milwaukie Academy of the Arts provided North Clackamas School District with a request for charter renewal (Attachment 2).

This request for charter renewal begins a two-phase timeline (Attachment 3) during which the NCSD Board first considers whether or not to renew the school's charter sponsorship (January 2021). If the NCSD Board renews the charter sponsorship, NCSD staff will work together with MAA to develop a contract for the duration of the renewal and the contract will be presented to the NCSD Board for approval or non-approval (March-April 2021).

North Clackamas School District Staff has conducted a thorough review of Milwaukie Academy of the Arts, in alignment with the renewal features expressed in NCSD LBE-AR. This review included analysis of:

- An external review conducted in the spring of 2020, which included a summary of findings (Attachment 4)
- School improvement efforts
- Academic achievement and other relevant data
- Financial review

Based on all information reviewed, Milwaukie Academy of the Arts is operating in accordance with applicable state and federal law, in compliance with the existing charter agreement, maintaining financial stability, and sound financial management.

In alignment with district guidelines LBE-AR 8(b)2, a public hearing related to this charter renewal request was held January 14, 2021.

**ATTACHMENT:**

NCSD Policy [LBE – Public Charter Schools](#) and [LBE-AR](#)

**PRESENTER / STAFF CONTACT:**

Tiffany Shireman, Chief of Staff, North Clackamas School District

## **SALE OF SURPLUS REAL PROPERTY**

**ACTION**  
Agenda Item #11  
February 11, 2021

### **SUPERINTENDENT'S RECOMMENDATION:**

Staff recommends the Board find the change not material and authorize the extension to March 15, 2021 with a closing date of no later than March 25, 2021 of the Buyer's due diligence Amendment 2 to the Purchase and Sale Agreement ("PSA") for the surplus property located at 14721 SE 172<sup>nd</sup> Ave, Happy Valley, Oregon.

### **BUDGET IMPACT/SOURCE OF FUNDS:**

If the transaction is completed, proceeds would be returned to the Bond Fund.

### **BACKGROUND:**

The surplus property (approximately 9.75 acres) is located at 14721 SE 172<sup>nd</sup> Ave in Happy Valley, just north of Verne Duncan Elementary and Rock Creek Middle School.

On September 12, 2019, the Board was presented with information regarding the possible sale of the 172<sup>nd</sup> Ave property.

On September 26, 2019, the Board declared the 172<sup>nd</sup> Ave property surplus and directed staff to market, work to maximize the value of the property through land-use process, and sell the property subject to Board final approval.

Macadam Forbes Commercial Real Estate Services marketed the property and solicited proposals.

On October 24, 2019, the Board reviewed current offers and directed staff and Macadam Forbes to look into researching other criteria to be considered.

On November 21, 2019, the Board reviewed the existing and new offers and directed staff and Macadam Forbes to follow up with their top choice.

On December 12, 2019, the Board reviewed their top choice and allowed staff to secure a purchase and sale agreement.

Between December 12, 2019 and August 12, 2020, the Board engaged in negotiations with a potential buyer which did not transpire into a final sale.

On October 8, 2020, the Board reviewed new offers and directed staff and Macadam Forbes to follow up with their top choice.

On October 22, 2020, the Board approved a resolution to sell surplus property located at 14721 SE 172<sup>nd</sup> Ave, Happy Valley (AKA 172<sup>nd</sup> Ave) to Cobalt Development, LLC for \$4,225,000. Under the conditions of the sales resolution, Cobalt Development, LLC was expected to close on the 172<sup>nd</sup> Ave property no later than January 4, 2021 subject to the rights of Cobalt Development, to conduct due diligence during the 64-day contingency period in the Purchase and Sale Agreement.

As part of their due diligence process, Cobalt Development, LLC continues to run into a timeline roadblock with the gas company that is necessitating extending their due diligence period and closing date. Cobalt Development, LLC needs the gas company's permission to build a parking lot on top of their gas line. While Cobalt has completed their application with the gas company, they do not expect to gain approval prior to the February deadline in Amendment 1.

**ATTACHMENTS:**

Sale Resolution

Sales Resolution Amendment #1

Sales Resolution Amendment #2

**PRESENTER / STAFF CONTACT:**

Cindy Detchon, Assistant Superintendent of Operations