

North Clackamas School Board

Thursday, April 22, 2021 6:30 PM

Board Room/Zoom, 12400 SE Freeman Way, Milwaukie, OR 97222

EXECUTIVE SESSION

Convened under Oregon Laws ORS 192.660 (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.

6:00 Real Estate

6:25 Adjourn Executive Session

OPEN SESSION

6:30 Call to Order - Native Land
Acknowledgement

Minutes - April 8, 2021

Consent Agenda

A. Employment Changes

B. 2021-2022 Board Meeting Schedule

C. Interdistrict Transfers 2021-2022

D. Middle and High School Fees 2021-
2022

E. Milwaukie Academy of the Arts
Contract Extension

F. NCEA Memo of Understanding

6:35 Community Requests

6:50 1. Licensed and Certified Staff
Appreciation Week - Proclamation

6:55 2. Asian Pacific American Heritage
Month - Proclamation

7:00 3. NCEA Featured Educator

7:05 4. Mount Scott Elementary School -
Presentation

7:35 5. Superintendent's Report

7:55 6. Board Reports

8:05 7. Quarterly Financials - Report

8:15 8. Native American/Alaskan Native Title
VI Grant - Action

8:20 9. Real Estate - Action

8:25 10. Bid Award: Ardenwald Elementary
School Upgrades - Action

8:30 11. Bid Award: Campbell Center Upgrades -
Action

8:35 12. Bid Award: Riverside Elementary Fire
Sprinklers - Action

8:40 Adjourn



Native Land Acknowledgment

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

**NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS REGULAR MEETING
April 8, 2021
Zoom/YouTube**

Executive Session With due notice having been given and a quorum present, Chair Libra Forde convened executive session under ORS 192.660 (2)(i) at 6:04 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

Superintendent’s Evaluation – Superintendent Matt Utterback was presented with his annual evaluation and Board members discussed the evaluation with him.

Executive session recessed at 6:21 p.m.

Open Session Chair Libra Forde convened open session at 6:32 p.m.

Present, in addition to those at the executive session, 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.

R20/21-81 **Minutes** – Tory McVay moved, Steven Schroedl seconded the motion to approve the minutes of the regular Board meeting held March 11, 2021. Motion passed unanimously.

R20/21-82 **Consent Agenda** – Steven Schroedl moved, Kathy Wai 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, termination

Policy Revisions – Approve revisions to the following policies and delete GCBDAAG/GDBDAA – COVID-19 Related Leave as recommended by the Policy Review Committee.

JB – Equal Educational Opportunity

JFCM – Threats of Violence

Motion passed unanimously.

Community Request

- Julie Skarphol, Milwaukie, requested that the District return to full time in person instruction.
- Leah Hinkle, Oregon Ravens General Manager, requested access to the Milwaukie High School Stadium field for use by a nonprofit women’s tackle football team.

NCEA Presentation – Asian Pacific Islander (API) educators presented a statement to the Board regarding the sharp increase of hate crimes targeting the Asian community and asked for additional support from the district.

Superintendent’s Report – Superintendent Matt Utterback provided reports on the following topics:

- Reviewed health metrics and state guidance.
- Shared results from the secondary instructional model survey of families.
- Discussed instructional models for the rest of the 2020-2021 school year.
- Reported health and safety measures that have been implemented.
- Announced that NCSd is planning to be back in school full-time, in-person this fall as state vaccination rates climb and as physical distancing requirements ease.
- Provided an update on the status of state assessment requirements.
- Recognized Deborah Barnes, Sabin-Schellenberg Broadcasting and Social Media/Journalism Teacher, on receiving the Oregon Association of Career and Technical Educators Lifetime Achievement Award.

Questions and comments from the Board were addressed.

Interdistrict Transfers – Chief of Staff Tiffany Shireman presented recommendations on the number of outgoing interdistrict transfer slots to make available and for determining incoming interdistrict transfer slots into North Clackamas for the 2021-2022 school year.

Middle and High School Fee Schedules 2021-2022 – Executive Director of High Schools Petra Callin, Executive Director of Middle Schools Libby Miller, and Executive Director of Technology and Information Services Derrick Brown presented information regarding changes to fees for students in middle and high school. Questions from the Board were addressed.

2021-2022 Board Meeting Calendar – Chair Libra Forde presented the proposed Board meeting schedule for the 2021-2022 school year for Board review and discussion.

Superintendent's Evaluation – Board members commented on accomplishments made by Superintendent Matt Utterback over the course of his career and thanked him for postponing his retirement an additional year to lead the District during the pandemic.

R20/21-83 Steven Schroedl moved, Tory McVay seconded the motion to approve the North Clackamas Schools Superintendent Evaluation for 2020-2021. Motion passed unanimously.

Virtual Online Program 2021-2022 – Chief of Staff Tiffany Shireman, Assistant Superintendent of Education Shay James, and Virtual Online Program Director Joe Bridgeman presented a proposal to extend the North Clackamas Virtual Online Program through June 30, 2022. The proposal includes 990 enrollment slots for 2021-2022 school year with the potential to expand slots to meet demand. Questions and comments from the Board were addressed.

R20/21-84 Orlando Perez moved, Mitzi Bauer seconded the motion to move the agenda item to action. Motion passed unanimously.

R20/21-85 Orlando Perez moved, Mitzi Bauer seconded the motion to extend the North Clackamas Virtual Online Program through June 30, 2022. Motion passed unanimously.

R20/21-86 **Bid Award: Technology Network Equipment** – Tory McVay moved, Kathy Wai seconded the motion to approve E-Rate Award for network equipment to Cache Valley Electric (CVE) Technologies Group, Inc. for a total award not to exceed an amount of \$479,913.84. Motion passed unanimously.

R20/21-87 **Technology Display Project** – Mitzi Bauer moved, Tory McVay seconded the motion to approve awarding the Technology Display Project to Organization for Educational Technology and Curriculum (OETC) for a total award not to exceed amount of \$2,000,000. Motion passed unanimously.

R20/21-88 **Bid Award: Clackamas High School West** – Jena Benologa moved, Tory McVay seconded the motion to approve the North Clackamas School District's Clackamas High School-West Remodel Project contract to 2KG Contractors, Inc. for a total award not to exceed amount of \$3,000,000. Motion passed unanimously.

R20/21-89 **Bid Award: Happy Valley Middle School** – Tory McVay moved, Mitzi Bauer seconded the motion to approve awarding Happy Valley Middle School Improvements contract to ASA Construction LLC for a total award not to exceed amount of \$541,669. Motion passed unanimously.

R20/21-90 **Bid Award: Rock Creek Middle School Conversion at Clackamas High School East** – Orlando Perez moved, Tory McVay seconded the motion to approve awarding Rock Creek Middle School Conversion at Clackamas High School - East contract to Brockamp and Jaeger, Inc. for a total award not to exceed amount of \$1,953,929. Motion passed unanimously.

R20/21-91

Bid Award: Spring Mountain Elementary School – Tory McVay moved, Steven Schroedl seconded the motion to approve awarding the North Clackamas School District’s Spring Mountain Elementary School Project contract to Par-Tech Construction, Inc. for a total award not to exceed amount of \$876,945. Motion passed unanimously.

There being no further business to come before the Board, the meeting adjourned at 9:30 p.m.

Unapproved

DRAFT

2021-2022 BOARD MEETING CALENDAR

CONSENT B
April 22, 2021

RECOMMENDATION:

Approve attached Board Meeting Calendar for 2021-2022.

ORIGINATED BY:

This is an annual agenda item.

BACKGROUND:

Oregon law, ORS 332.045, requires that the Board establish the dates, time, and locations for regular meetings.

It is recommended that regular Board meetings for 2021-2022 continue to be held in the district boardroom or online (if necessary) on the second and fourth Thursdays of each month, with the exceptions of July, November, December and March due to school break schedules.

Board Governance meetings have been proposed for August 12, 2021, October 16, 2021, February 19, 2022, and May 5, 2022.

ATTACHMENTS:

Draft of the proposed 2021-2022 Board meeting schedule

PRESENTER:

Libra Forde, Board Chair

North Clackamas School Board

2021-2022 Meeting Calendar

July 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



Regular Board Meeting



School Closed/ Holidays



Governance Meeting



Hold for Special Meeting



Governance/Regular Meeting



OSBA Conferences



NSBA Conferences

2021-2022 INTERDISTRICT TRANSFERS

CONSENT C
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

For the 2021-2022 school year, approve the following interdistrict transfer slots:

- 291 interdistrict transfer slots into North Clackamas as shown in Attachment B.
- An unlimited number of interdistrict transfer slots out of North Clackamas.

ORIGINATED BY:

This item originated due to annual school choice transfer cycle.

BUDGET IMPACT/SOURCE OF FUNDS:

The district budget is based upon number of students enrolled, Average Daily Membership (ADM). Allowing interdistrict transfers affects the number of students attending schools in the school district, which in turn, affects the revenue received by the school district. In the past seven years, Interdistrict Transfers have generated a net of approximately 200 additional students to the school district.

BACKGROUND:

North Clackamas School District has historically been a school district comprised of neighborhood schools. Over time, magnet programs and charter schools have offered families public educational options outside of their resident neighborhoods.

Oregon law allows additional options for families seeking to attend a public school outside of their neighborhood or school district. Specifically, "Open Enrollment and Interdistrict Transfer" are two methods of school choice that have historically been available. Open enrollment was not a school choice method in Oregon for the 2019-2020 or 2020-2021 school years and is not an option for the 2021-2022 school year.

For the 2020-2021 school year, North Clackamas opened 281 slots for interdistrict transfer.

In November 2020, school board members received a written report outlining the results of the 2020-2021 interdistrict transfer process (Attachment A).

ANALYSIS:

The interdistrict transfer slots proposed for 2021-2022 in Attachment B were derived using similar criteria to previous years:

- to approve opening slots at schools where the five-year projected enrollment is less than 95% of the physical capacity of the school, and
- to approve no slots in the Clackamas High School or Adrienne C. Nelson High School feeder patterns prior to 12th grade due to boundary changes planned for the 2021-2022 school year.

Schools feeding into Clackamas High School, Rock Creek Middle School and Happy Valley Middle School will undergo boundary changes in fall 2021 due to the construction of Adrienne C. Nelson High School. Establishing new school enrollment patterns, balancing enrollment numbers and re-assigning staff throughout the feeder will be significant stressors on the system. Opening

new interdistrict transfers in these same schools would add unnecessary complication to that process and could limit options for families living within the North Clackamas School District boundaries. Additionally, interdistrict transfer slot determinations have historically relied on five-year enrollment projections, which are influx for these schools throughout the boundary change process and due to unusual enrollment patterns during the COVID-19 pandemic.

Further complicating this is that NCSd middle schools are large and elementary students who would be granted interdistrict transfers would matriculate to middle school in the next few years. The current five-year enrollment projection for Happy Valley Middle School and Rock Creek Middle School combined is 2,125 students. Adding additional elementary students through interdistrict transfer who will soon become middle school students is ill advised in feeder areas already lacking space to optimally meet the needs of its resident students.

- Restrict slots at Riverside, Milwaukie El Puente, and Lot Whitcomb to the neighborhood English program.

North Clackamas School District Dual Immersion Programs receive sufficient interest from resident families. The elementary Dual Immersion Program is at capacity annually based on applications from resident families.

- Beginning on August 14, 2021 interdistrict transfer slots open at any school or grade level where the school's total enrollment or grade level enrollment exceeds the projected enrollment or staffing ratio provided for the school year will be closed for the duration of the school year.

For a number of years schools have struggled to accommodate students who have received interdistrict transfer slots when over the course of the summer the school's enrollment has unexpectedly grown. NCSd now closes slots at schools when the school's enrollment has unexpectedly exceeded its projected enrollment and its staffing allocation ratios.

- Hardship interdistrict transfer requests (as allowed in OAR 581-021-0019) will be reviewed by the Superintendent approximately three weeks before the beginning of the school year and periodically throughout the school year.

ATTACHMENTS:

- Attachment A: 2020-2021 Interdistrict Transfer Report, 10-1-2020 data
- Attachment B: 2021-2022 Proposed Interdistrict Transfer Slots

PRESENTER / STAFF CONTACT:

Tiffany Shireman
Chief of Staff



INTERDISTRICT TRANSFERS 2020-2021

BACKGROUND

North Clackamas School District has historically been a school district comprised of neighborhood schools. Over time, magnet programs and charter schools have offered families educational options outside of their resident neighborhoods. Additionally,

- Intradistrict transfers (between two schools within North Clackamas School District) have been offered based on school board approved criteria and subject to school capacity.
- Interdistrict transfers (between a school within North Clackamas School District and a school outside of North Clackamas School District) have been offered, in alignment with Oregon regulations, based on board approved slots and hardship requests.
- For a brief time, between 2012 and 2018, Open Enrollment was an option in Oregon for students to enroll in non-resident schools within and outside their resident school district. With continuous enrollment, students enrolled under the Open Enrollment option can remain in North Clackamas Schools through high school graduation.

2020-2021 DATA

For the 2020-2021 school year, North Clackamas opened 281 slots for Interdistrict Transfers. In addition, North Clackamas opened an unlimited number of interdistrict transfer slots out of the school district. Below is a breakdown of how those slots were utilized and how many hardship requests were met as of October 1, 2020.

Interdistrict transfers out:

102 students residing in North Clackamas School District applied for and received an interdistrict transfer out of the North Clackamas School District. 63 were elementary students, 19 were middle school students and 20 were high school students. Most transferred to Gladstone School District, Portland Public School District, and Oregon City School District. Of the 102, 55 did not attend North Clackamas in 2019-2020. Of the 102, 26 were kindergarten students. In total, 21 students who had most previously attended in North Clackamas School District left for another district.

Interdistrict transfer in (slot-based):

32 students residing outside of North Clackamas School District have received slot-based interdistrict transfers into North Clackamas. Of the 32, 12 were elementary students, 6 were middle school students and 14 were high school students. Of the 32, 10 are residents of Oregon City School District, 5 are residents of Gladstone School District, 3 are residents of Centennial School District, and the remaining 14 reside in other metro area school districts. Of the 32, 15 attended North Clackamas in 2019-2020. In total, 17 new students entered North Clackamas School District via slot-based interdistrict transfer.

Interdistrict transfer in (hardship):

4 students residing outside of North Clackamas School District have received hardship interdistrict transfers into North Clackamas. These students reside in David Douglas, Gresham-Barlow, Oregon City and Woodburn School Districts. One of the four attended North Clackamas Schools in the previous school year. In total, 3 new students entered North Clackamas School District via hardship interdistrict transfer.

CONCLUSIONS

An analysis of 2020-2021 student transfer data shows:

- As school choice options become more commonplace in the state, we notice that less than 1% of North Clackamas School District's total enrollment first exercised school choice via Interdistrict Transfer in 2020-2021.
- Of the students leaving the school district through Interdistrict Transfers, roughly 54% were not attending North Clackamas School District in the last year.
- In order to determine the financial implications of Interdistrict Transfer for 2020-2021, we have compared the loss of North Clackamas School District students who left the school district with the gain of students who previously did not attend in North Clackamas School District.

	Gain	Loss*	Net
Interdistrict Transfer	+17 (slot-based) & 3 (hardship)	-21	-1

* Based on registered North Clackamas students.

This net loss of 1 student represents an approximate \$8,000 decrease in district state school support. This accounting is an estimate because the exact amount of revenue for each specific student and the cost to educate due to unique learning needs are unknown.

An analysis of the 2020-2021 student transfer data in comparison to 2019-2020 shows:

- About 40 less students applied for and received interdistrict transfers into NCSD than in the previous year.
- Although interdistrict transfers out are now unlimited, fewer families applied for a transfer out. Consistently over four years, these families are leaving to attend Gladstone, Portland Public and Oregon City.
- The net gain/loss of students due to Interdistrict Transfer decreased from +23 last year to -1 this year.

Note: While not part of the interdistrict transfer process, there was a large increase of families enrolling in online public charter schools not sponsored by NCSD.

SURVEY INFORMATION

Families who participated in Interdistrict Transfer were surveyed. Twenty-seven responses were received. Reasons expressed for accessing Interdistrict Transfer to come into the school district or to leave the school district are as follows:

The most common reasons for leaving NCSD were:

- Smaller school or classroom size
- To attend school with peers or family members
- Desired program not available in North Clackamas School District

The most common reasons for transferring into NCSD were:

- Family recently moved away from NCSD and wanted to maintain student's school enrollment
- To attend a school with peers or family members
- Other or further explanation of reasons listed

LOOKING FORWARD to 2021-2022

It is anticipated that NCSD staff will seek approval of the timeline and number of slots into and out of North Clackamas School District from the School Board prior to the end of February 2021.

2021-2022 Proposed Interdistrict Transfer Slots

- 5 year projected enrollment less than 95% of capacity.
- No slots in Clackamas/Adrienne C. Nelson High School Feeders prior to grade 12 due to boundary changes implemented for the 2021-2022 school year.
- Restrict slots at Riverside, Milwaukie El Puente and Lot Whitcomb to the neighborhood English program.
- Beginning on August 14, 2021 interdistrict transfer slots open at any school or grade level where the school's total enrollment or grade level enrollment exceeds the projected enrollment or staffing ratio provided for the school year will be closed for the duration of the school year.
- Hardship interdistrict transfer requests (as allowed in OAR 581-021-0019) will be reviewed by the Superintendent approximately three weeks before the beginning of the school year and periodically throughout the school year.

<i>School</i>	<i>Number of Slots</i>
Ardenwald Elementary	10 (grades K-5)
Bilquist Elementary	10 (grades K-5)
Seth Lewelling Elementary	10 (grades K-5)
Linwood Elementary	10 (grades K-5)
Milwaukie El Puente Elementary*	10 (grades K-5)
Oak Grove Elementary	10 (grades K-5)
Riverside Elementary*	10 (grades K-5)
View Acres Elementary	10 (grades K-5)
Lot Whitcomb Elementary*	10 (grades K-5)
Alder Creek Middle School	
	20 (grades 6, 7, and 8)
Wilbur Rowe Middle School	
	20 (grades 6, 7, and 8)
Clackamas High School	
	0 @ 9 th , 0 @ 10 th , 0 @ 11 th , and 5 @ 12 th
Milwaukie High School	
	20 @ 9 th , 20 @ 10 th , 20 @ 11 th , and 5 @ 12 th
Adrienne C. Nelson High School	
	0 @ 9 th , 0 @ 10 th , 0 @ 11 th , and 5 @ 12 th
Rex Putnam High School	
	20 @ 9 th , 20 @ 10 th , 20 @ 11 th , and 5 @ 12 th
New Urban High School	
	10 @ 9 th , 7 @ 10 th , 2 @ 11 th , and 2 @ 12 th
Total slots to open	291 slots total

*Slots for neighborhood, English program

**2021-2022 MIDDLE SCHOOL AND
HIGH SCHOOL STUDENT FEE SCHEDULES**

CONSENT D
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

Approval of the 2021-2022 Middle School and High School fee schedules.

REASON FOR BOARD CONSIDERATION:

Per [Board Policy JN: Student Fees, Fines, and Charges](#), the Board must review and approve student fees annually.

BACKGROUND:

NCSD strives to keep school-associated costs and fees as low for students and families as possible. Over the last 2 years, we have actively worked to reduce fees where possible. For 2021-2022 both the middle and high schools are maintaining their existing school-based fee structures at the current 2020-2021 rates.

PROPOSED CHANGES:

The proposed 2021-2022 fee schedule reflects the following changes:

- Remove the 4.25% online service fee at the Middle School and High School levels.
- Include a Technology Deposit Fee of \$20 per year, refundable at the end of eight grade and again at the end of high school, in order to support damaged or lost student Chromebook.

ATTACHMENTS:

- Attachment A: 2021-2022 North Clackamas Middle School Fee Schedule proposed draft
- Attachment B: 2021-2022 North Clackamas High School Fee Schedule proposed draft

STAFF CONTACT:

Shay James, Assistant Superintendent of Education

**NORTH CLACKAMAS SCHOOL DISTRICT
2021-22 MIDDLE SCHOOL FEE SCHEDULE DRAFT**

All student fees and charges will be published annually per Policy JN: Student Fees, Fines, and Charges. Students who are unable to pay may consult with the appropriate teacher or advisor for scholarships. Fees for athletics and classes will continue to be waived for students who qualify for Free and Reduced Meals.

Art classes *	\$20 per semester
After School Athletics (Cross Country &/or Track)	\$50 per sport
Drama/Theater	\$20 per semester
FACS/Foods (all classes) *	\$20 per semester
Technology/Engineering Arts *	\$20 per semester
Intramurals	\$15 per sport
Music (Band, Choir, Orchestra) rental fee	Cost varies depending on instrument rental
PE/Music – Uniforms (shirt/short)	\$15-\$30
Planner/Binder Materials	\$5
Student Body Activity Fee	\$5
Student Body Card Replacement	\$5
Yearbook	\$20
Field Trips	Actual Cost
Technology 1:1 Chromebook Deposit	\$20

*Class fees may be charged for products produced in class that students take home.

~~There will be a 4.25% charge for paying fees online.~~

**NORTH CLACKAMAS SCHOOL DISTRICT
2021-22 HIGH SCHOOL FEE SCHEDULE - DRAFT**

All student fees and charges will be published annually per Policy JN: Student Fees, Fines and Charges. Students who are unable to pay may consult with the appropriate teacher or advisor for scholarships. Fees for athletics and classes will continue to be waived for students who qualify for Free and Reduced Meals.

North Clackamas High Schools Preparing graduates who are inspired and empowered to strengthen the quality of life in our local and global communities			Sabin Schellenberg Educating passionate leaders through creative and relevant professional experiences		
Courses	Semester Course Fees	Year Long Fees	Courses	Semester Course Fees	Year Long Fees
Drama <i>Play Participation with after-school requirement</i>		\$25	Agriculture <i>Animal Science: 1,2,3, Adv & Research</i>		\$15
Field Trips	Actual Cost		Automotives Services: 1, 2, & 3	\$20	\$40
Home High School Parking	\$35	\$70	Architecture & Design	\$5	
Photography, Ceramics & Art	\$20		Business Construction 2		\$25
Speech and Debate- Team		\$25	Cosmetology: Concepts, 1, 2, & 3	\$15	\$40
Student Body Activity Fee		\$30	Crime Scene Investigation	\$30	
Student Body Card-replacement		\$5	Culinary Arts: Intro, 1, 2, & 3	\$15	\$30
Textbook Deposit <i>refundable at graduation</i>		\$20	DECA: <i>Association for Marketing</i>		\$30
Yearbook		\$55	Diesel Technology & Maintenance		\$40
Athletics (Per sport- \$425 ind/\$700 family max)		\$175	Digital Design: Basic & Development	\$10	
Technology 1:1 Chromebook deposit		\$20	Electronics: Intro, Exploring 1, 2, & 3	\$15	\$30
			Engineering Robotics 1		\$20
			Engineering Robotics 2		\$30
			Fire Science & Protection: 1 & 2		\$20
			Forestry: 1, 2,& 3		\$15
			Food Handler's Card <i>Required for some courses</i>		\$10
			Health Services: CareTrends, Survey, 1 & 2	\$10	\$20
			Japanese National Honor Society		\$8
			SSC Parking <i>District Transportation provided , parking optional</i>	\$25	\$50
			Manufacturing & Engineering: Intro,1 ,2, 3, & 4	\$20	\$40
			SkillsUSA-state and national dues		\$20
			SkillsUSA-state competition		\$50

There will be a 4.25% charge for paying fees online.

CHARTER CONTRACT
MILWAUKIE ACADEMY OF THE ARTS

CONSENT E
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

Approve the proposed five-year contract for Milwaukie Academy of the Arts

REASON FOR BOARD CONSIDERATION:

Pursuant to ORS 338.065, charter schools and school districts must develop a new charter (contract) upon approval of a charter renewal by the school district's Board of Directors.

BACKGROUND:

North Clackamas School District (NCS D) serves as the sponsor for Milwaukie Academy of the Arts (MAA), grades 9-12. On February 11, 2021 the NCS D Board of Directors renewed charter sponsorship of MAA. The next step in the process of renewal is to negotiate a new contract.

The current contract expires June 30, 2021. In consultation with district legal counsel, district staff and representation from Milwaukie Academy of the Arts, the following list shows the substantial changes made in the proposed 2021-2026 contract (Attachment A):

- Aligned language to meet the changes in Oregon Revised Statutes (ORS).
- Added reporting requirements regarding sexual contact.
- Added language requiring sound financial management practices as a condition to the continuation of the charter school. (Note: no concern was raised about current financial management practices, rather this is a language recommendation by legal counsel as the contract did not previously note this requirement in the contract section regarding grounds for termination.)
- Clarified language regarding educational programming offered by MAA.
- Provided flexibility for the MAA Board to consist of at least five members and no more than seven members.
- Revised MAA's annual discretionary fund allocation to \$30,000 from \$15,000. These funds pay for insurance, external audit, and other activities at the discretion of the MAA Board of Directors and MAA administration.
- Revised insurance liability coverage minimum amounts and moved insurance requirements from an exhibit to the body of the contract.

The MAA Board of Directors approved the proposed contract at its April 13, 2021 meeting.

ATTACHMENTS:

- Attachment A: Proposed 2021-2026 contract between North Clackamas School District and Milwaukie Academy of the Arts

PRESENTER / STAFF CONTACT:

Tiffany Shireman, NCS D Chief of Staff

Click on Page to Open Document

Charter Renewal Contract

Milwaukie Academy of the Arts

Submitted by the
Milwaukie Academy of the Arts
To the North Clackamas School District

July 1, 2021- June 30, 2026

NORTH CLACKAMAS EDUCATION ASSOCIATION
MEMORANDUM OF UNDERSTANDING

CONSENT F
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

Approve the NCEA memorandum of understanding which addresses the changes in working conditions for licensed staff and allows the district to implement a hybrid instructional model at the secondary level April 26, 2021. This memorandum of understanding would be in effect from April 26, 2021-June 21, 2021.

BUDGET IMPACT/SOURCE OF FUNDS:

The new memorandum of understanding does not increase costs to the district. Instead, allowing staff to work from home for portions of the week will reduce substitute costs as a result of fewer leaves being taken for purposes of child care.

BACKGROUND

On March 31, 2021, the district received a demand to bargain from NCEA as a result of the changes to working conditions brought on by the need to change teacher work schedules at the secondary level beginning April 26 with the implementation of a hybrid instructional model. The district and NCEA began negotiations on April 1. Additional bargaining sessions were held on April 7 and April 13. Tentative agreement was reached April 13.

STAFF CONTACT:

Matt Utterback, Superintendent
Mark Moser, Executive Director Human Resources

OTHERS NOTIFIED OF ITEM:

Melinda Ryan, President of NCEA
Andrea Anderson, Vice President, NCEA

MEMO OF UNDERSTANDING

Between

NORTH CLACKAMAS EDUCATION ASSOCIATION

And

NORTH CLACKAMAS SCHOOL DISTRICT

North Clackamas Schools and North Clackamas Education Association stand united in:

- *valuing a high-quality education and the academic progress of each student*
- *low rates of COVID-19 transmission in our community.*
- *coordinating actions that underscore the safety and care for all people and provide reassurance for students, staff, and parents.*
- *standing ready with multiple education delivery models that are responsive to current health and community needs.*

Due to extenuating circumstances as a result of the pandemic, NCS D recognizes the unique and challenging circumstances our employees, students, and families are facing. As result, the NCS D and NCEA enter into this Memorandum of Understanding (MOU) and agree to the following terms:

1. Teacher Schedules:

- a. NCEA and NCS D have agreed to the three attached elementary, middle school, and high school schedules.
- b. These work schedules may be modified based on county metrics, new orders from the Governor, or Ready Schools, Safe Learners.
- c. The elementary schedule began on March 29, 2021. The middle school and high school schedules will begin on April 26, 2021. All the level schedules end on June 21.

2. Working From Home:

The North Clackamas School District (NCS D) and the North Clackamas Education Association (NCEA) acknowledge the District is a public service agency dependent upon in-person engagement with students given the social, emotional, and intellectual needs of the children we serve. That being said, we recognize the unique circumstances our employees are facing in navigating working conditions as a result of the pandemic. Therefore, we agree to the following:

- a. NCSD agrees to allow employees to work from home with the following exceptions:
 - 1. Classroom Teaching Positions: When the position’s responsibilities require the employee to be in-person providing direct instruction and support services to students.
 - 2. Non-Teaching Positions: When the position’s responsibilities require the employee to be in-person with students, staff, families, or members of the community.
- b. The expectations and information included in the Work From Home Agreement completed by employees in August 2020 are in effect through June 21, 2021.
- c. The District is responsible for the workstation needs at the unit site only.
- d. All employees will work from their school or building site on the last workday as listed in their 2020-2021 work calendar.
- e. Excluding lunch, breaks, and prep time employees will work their daily work schedule and not use scheduled work time to travel between their school/building and their work from home location.
- f. If an employee chooses to work from home, there will be no mileage reimbursement for travel between their school/building and their work from home location.
- g. The entirety of an employee’s scheduled work time is meant to fulfill the duties, responsibilities, and expectations of each person’s job description.

The parties agree this MOU does not set a binding precedent. The aforementioned changes to the work from home criteria become effective April 26 for all three levels. This agreement expires at the end of June 21, 2021.

NCSD and NCEA will continue to commit to ongoing problem-solving discussions surrounding topics related to the pandemic and the impact it has on our staff and students. Should a future order by Governor Brown, Oregon Health Authority, and/or Oregon Department of Education update the RSSL guidance and these changes are in conflict with any portion of this MOU, NCSD and NCEA agree to comply with the new requirements.

For NCEA _____
Date

For NCSD _____
Date



Code: **BDDH**
Adopted: 6/19/86
Revised/Readopted: 1/20/11; 2/24/18
Orig. Code(s): BDDH

Public Comment at Board Meetings

All meetings of the Board, with the exception of executive sessions, will be open to the public. The Board invites community members of the district to attend Board meetings so that they may become acquainted with the program and operation of the district. Members of the public are also encouraged to share their ideas and opinions with the Board when appropriate.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids¹ and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with at least 48 hour notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternative, equally effective means of communication will be used as determined by the district.

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

1. Anyone wishing to speak before the Board, either as an individual or as a member of a group, may do so by following the district's guidelines for public comment. These printed guidelines are available at each Board meeting;
2. Any individual desiring to speak will submit their name, address and the group, if any, that is represented; and
3. A speaker should give their name, and the group, if any, that is represented and should limit his/her presentation to three minutes. Time may be extended at the discretion of the Board chair.

Comments

Speakers may offer objective criticisms of district operations and programs that are of a concern to them. The Board is restricted from hearing, and will not consider complaints regarding any individual district staff member or any person connected with the district.

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

The Board vests in its chair or other presiding officer authority to terminate the remarks of any individual when those remarks do not adhere to the rules established in this policy.

Petitions

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

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 to -192.690](#)

[ORS 332.057](#)

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

Americans with Disabilities Act Amendments Act of 2008.

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

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

Cross Reference(s):

KC - Community Involvement in Decision Making

LICENSED AND CERTIFIED STAFF APPRECIATION WEEK

PROCLAMATION

Agenda Item #1
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

That the Board adopt the proclamation recognizing licensed and certified staff for their contributions to the district by declaring May 3-7, 2021, as the Licensed and Certified Staff Appreciation Week in North Clackamas School District.

ORIGINATED BY:

This is the district's annual recognition and appreciation of school licensed and certified staff.

BACKGROUND:

National Teacher Appreciation Week has been scheduled for May 3-7, 2021, to recognize the continuing efforts and contributions of teachers. National School Nurses Day is May 12, 2021. The district will use these observances to focus attention on the excellent job being done by our North Clackamas licensed and certified staff.

ATTACHMENTS:

Proclamation

PRESENTER:

Libra Forde, Board Chair



Licensed and Certified Staff Appreciation Week

in
North Clackamas School District

WHEREAS: Licensed and Certified Staff, including teachers, counselors and social workers, nurses, psychologists, instructional coaches, media specialists, therapists, and speech pathologists are vital to the education of students and who continually strive to promote high expectations, cultural understanding, to prepare graduates who are inspired and empowered to strengthen the quality of life in our local and global communities; and

WHEREAS: Licensed and Certified Staff are professionals that advance the well-being, academic success, and life-long achievements of all students; and

WHEREAS: Licensed and Certified Staff continually strive for improvement and progress in education with the understanding of the need for commitment to excellence in the district's school system; and

NOW, THEREFORE BE IT RESOLVED: that the North Clackamas School District Board of Directors proclaims May 3-7, 2021, as Licensed and Certified Staff Appreciation Week in North Clackamas School District.

Adopted this 22nd day of April, 2021.

Signed:

Chair, Libra Forde, School District Board of Directors

PROCLAMATION:
ASIAN PACIFIC AMERICAN HERITAGE MONTH

ACTION
Agenda Item #2
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

That the Board adopt the proclamation recognizing May as Asian Pacific American Heritage Month in North Clackamas School District.

ORIGINATED BY:

Board Chairs request.

BACKGROUND:

The month of May is nationally recognized as a time to honor and celebrate the contributions of Asian and Pacific Americans in our society and collective history.

ATTACHMENTS:

Proclamation

PRESENTER:

Libra Forde, Board Chair



Asian Pacific American Heritage Month

in

North Clackamas School District

WHEREAS: Asian and Pacific Americans have lived and worked in Oregon for more than 200 years, contributing to the state's rich history, economy, and culture; and

WHEREAS: Asian and Pacific Americans have helped advance our community's prosperity through their contributions to all fields of education, business, the arts, economic development, science, and technology; and

WHEREAS: Asian and Pacific American history is marked by a struggle for freedom, equality, and justice, prevailing over the adversity of exclusion, persecution, incarceration, and disparities; and

WHEREAS: The vibrant history and diverse cultures of Oregon's Asian and Pacific Americans are here to be honored as a central part of our state's story and shared across all Oregon communities; and

WHEREAS: The month of May is nationally recognized as a time to celebrate contributions of Asian and Pacific Americans to our society and collective history.

THEREFORE: The North Clackamas School Board hereby proclaims May 2021 to be ASIAN PACIFIC AMERICAN HERITAGE MONTH in North Clackamas School District.

Adopted this 22nd day of April, 2021.

Signed:

Chair, Libra Forde, School District Board of Directors

SCHOOL PRESENTATION:
Mount Scott Elementary School

PRESENTATION
Agenda Item #4
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:
This item is presented for Board Information.

ORIGINATED BY:
Board request.

BACKGROUND:
This year a school will be highlighted each month and will make a presentation to the School Board to engage in a discussion on student achievement.

Mount Scott Elementary School is featured this month and will present the following:

- Welcome
- Mount Scott Culture and Values
- Celebrations of 2019-20 and 2020-21 School Year (staff share outs)
- All school celebration "Mount Scott Strong" video
- CDL and Hybrid student voices video
- One family's experiences
- Thank You - Q&A

ATTACHMENTS:

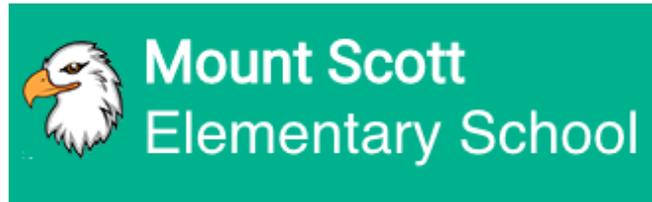
- A. Mount Scott Elementary Data Summary Sheet
- B. 2019-20 Oregon At-A-Glance School Profile
- C. Mount Scott Elementary School Board Presenting Slides

PRESENTER / STAFF CONTACT:

Khaliyah Williams-Rodriguez, Executive Director of Elementary Programs
Cam Kitchen, Principal of Mount Scott Elementary School

OTHERS NOTIFIED OF ITEM:

Mount Scott Elementary Staff
Mount Scott Elementary PTO and Parents



Principal: Cam Kitchen

Program & Enrollment Information			Race & Ethnicity Information		
	Number	Percent		Number	Percent
Total Number of Students	404	100%	Hispanic/Non-Hispanic	64/340	16%/84%
English Learners	80	20%	Multi-Racial	40	10%
Students with Disabilities	71	18%	American Indian/ Alaska Native	12	3%
Economically Disadvantaged Students	87	22%	Asian	104	26%
Male	215	53%	Black/African American	27	7%
Female	188	47%	Hawaiian/Pacific Islander	14	3%
Non-Binary	1	0.2%	White	300	74%

*This race/ethnicity data includes duplicated numbers recognizing students' multiple identifications.

Number of students attending North Clackamas Virtual Online Program (VOP):

Kindergarten – 1
 First Grade – 2
 Second Grade – 3
 Third Grade – 3
 Fourth Grade – 4
 Fifth Grade – 2

Total: 15

Total Mount Scott Students including VOP - 419



STUDENTS WE SERVE[^]

376 Student Enrollment

[^]Student enrollment as of October 1, 2019

DEMOGRAPHICS

American Indian/Alaska Native

Students: **1%**

Teachers: **0%**

Asian

Students: **17%**

Teachers: **0%**

Black/African American

Students: **2%**

Teachers: **4%**

Hispanic/Latino

Students: **13%**

Teachers: **4%**

Multiracial

Students: **11%**

Teachers: **0%**

Native Hawaiian/Pacific Islander

Students: **2%**

Teachers: **0%**

White

Students: **55%**

Teachers: **91%**

INTRODUCTION

The At-A-Glance School and District profiles tell a story about Oregon's schools and districts. This year's profiles do not include statewide assessments data, class size data, or attendance data as a result of the necessary statewide school closures and the implementation of Distance Learning for All. The profiles present all available data not impacted by the state's response to COVID-19.

REQUIRED VACCINATIONS

93%

OUR STAFF (ROUNDED FTE)

18 Teachers

8 Educational assistants

1 Counselors/Psychologists

88% Average Teacher retention rate

90% of licensed teachers with more than 3 years of experience

Yes: Same principal for the last 3 years?

Mount Scott Elementary

April 22, 2021

Presentation Outline:

- Culture and Values
- Celebrations from the past three years
 - Jen Goodrich and Amanda Hayhurst (5th grade teachers)
 - Darnell Williams (Learning Specialist | Structured Learning Center)
 - Alicia Kortes (School Psychologist)
 - Kathleen Egli (School Counselor)
- Student/Staff voices ~ celebration video
- CDL and Hybrid student/staff voices ~ student video
- One family's experiences
- Thank You - Q&A

- Is felt by others that enter the school “*The Mount Scott Way*”
- Is part of the school DNA that drives each choice and decision.
- Is something that is lived not learned.
- Provides the momentum to carry us through difficult times (like a worldwide pandemic!)
- Is seldom out front but always doing the lifting from behind.

School culture can be used to encompass all the attitudes, expected behaviors and values that impact how the school operates.

M. Fullan

What we value...



Mount Scott students, staff and families are valued for who they are, what they do and how they are growing academically and socially. We want each student to feel a sense of belonging in our learning community.

Celebrations at Mount Scott (pre/post COVID)

- Successfully transitioned to a robust and rigorous CDL learning model via collaborative planning, hours of hard work, and increasing staff capacity with technology - especially our classified staff!
- An active and caring PTO that leads with both equity and community as drivers.
- Consistent and extremely steep learning gains by creating flexible math groups each day in 5th grade. (Jen Goodrich/Amanda Hayhurst)
- Parent meetings with families of color that asked us to provide opportunities to listen, hear, and act on behalf of their children which prompted staff members to lead infinity/alliance groups providing 30 plus meetings for students of color (in-person pre-COVID). (Darnell Williams)

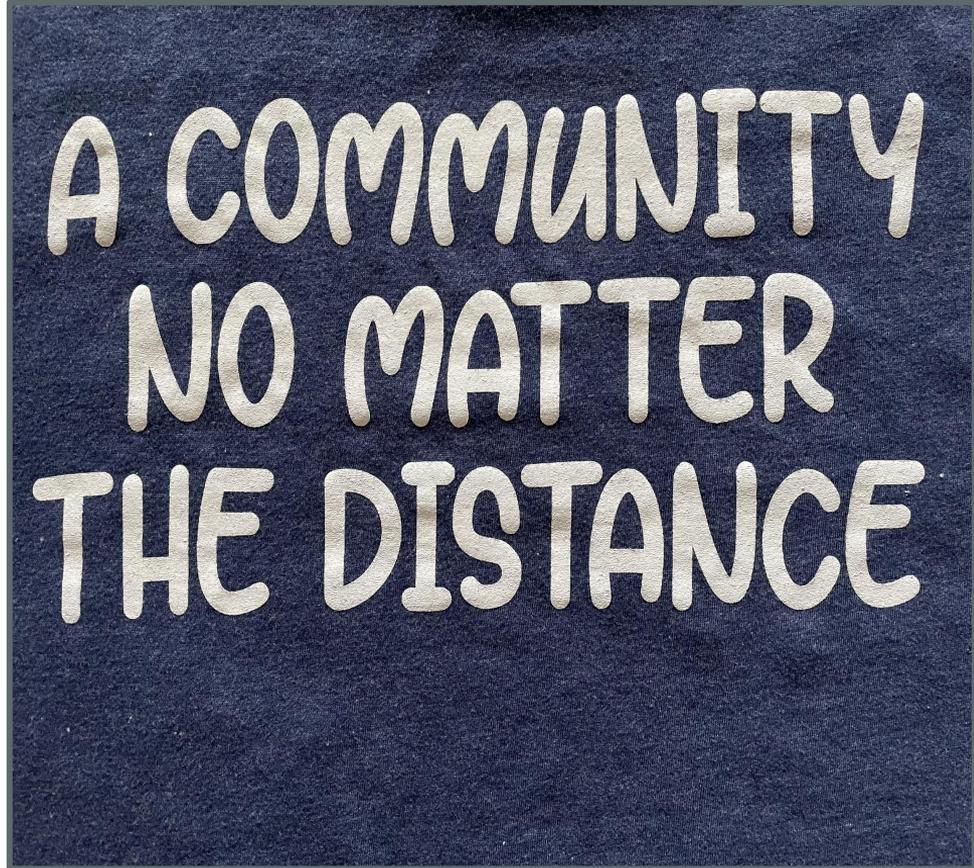
Celebrations at Mount Scott (pre/post COVID)

- Developed, funded, trained staff and opened a K-5 sensory room as a proactive way to increase self-regulation. (in-person pre-COVID). (Alicia Kortés)
- Three day drop-off canned food drive collecting 38 boxes of food for the Wichita Center.
- Utilized a collaborative outreach process in CDL including "porch visits" to better connect with families. (Kathleen Egli)
- Whole school community building and celebrations in CDL—"Mount Scott Strong"
- Successful restart to in-person learning.
- 2021-22 The excitement of using all we have learned to get back to an improved "routine"

Mount Scott Strong!

Ongoing PTO Support and Events

- Yearly community themed T-shirts (at no cost to students)
- PTO Eagle Run Fundraiser
- PTO Yearbook (at low/no cost to families)
- PTO Themed Carnival and Auction
- PTO MSE Swim-Night (at no cost to extended families)
- Yearly teacher materials stipend
- Staff Appreciation
- Multiple School Technology Purchases



Mount Scott Strong!

“In a time that could feel so uncertain and unsettling, the Mount Scott staff and student community came together in unflinching unity to learn, sing and sign, and to share a message of peace.” Rachel Panni (Music Teacher)

*“It means that we are united together”
Maddison*

*“It’s a safe place to talk about feelings”
Kenzie*

“Mount Scott is special because there are lots of friends and we learn a lot” Ashley

*“I’ve seen a lot more help in language variety. It’s helped me find my community”
Student*

“Mount Scott is like a family. We (support staff, teachers, and administrators) --are all working together to support each student. And that collective work is what makes Mount Scott such a special place. “ MSE Teacher



“Seeing a student meaningfully engage in school for the first time in a year has been my favorite part of students returning to school.” MSE Learning Specialist

“No matter if we are online or in person the staff at Mount Scott always make every day of school fun!” Student

“I learn better in person, so it's hard in CDL. And lots of times my computer doesn't work” Student

“When you are working and it is quiet you can think and have peace” Jaiden

“A challenge during Hybrid is waking up early and going on the bus” Student

CDL and Hybrid



Mount Scott Strong..

Dear All,

We are just a few days from hitting the road and I wanted to take one more opportunity to express our gratitude as a family for your very good care for Reuben and Theo. As parents, the visceral desire to see your children well cared for is strong. The fact that we had no concerns every day our boys went to MSE is a blessing far beyond what we deserve. Thank you.

Under your tutelage and guidance, not only did our boys grow intellectually, they grew in character. Which, ultimately, we believe will carry them the furthest in life. Much of that kind of growth is caught not taught. In other words, it was your character that has contributed to the shaping of our sons' hearts and souls. How fortunate we are to be able to say that we don't regret that at all. Thank you.

We love the culture and vibe you have created at MSE. We love that we were able to be part of it for almost six years. We love that our boys have very positive memories of their classrooms and a lot of fondness for their teachers. You have done well by us. Thank you.

Finally, we want you to hear once again that your work really, really matters. We know you know that, but we also know that you are not recognized for that enough. In a season like our present one, you have persevered and created value for children when it was more than a little difficult. And you are about to go through another major and abrupt transition. Our family applauds - standing ovation! - your efforts. Thank you.

Theo, Reuben, Beth, & Devon

Questions?

QUARTERLY FINANCIALS

REPORT
Agenda Item # 7
April 22, 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 \$29.4 million, or 12.52% of revenues and \$5.9 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 above the Board approved amount.

Notes:

Revenues have been adjusted upward in only one category, the State School Fund has been increased by \$1M from the last projection due to the return of many Transportation staff for Hybrid Learning which will increase funding in the Transportation Grant.

Expenditures have been adjusted to reflect the movement of salaries for the Virtual Online Program from the General Fund to the ESSER II grant. We have also adjusted salaries and benefits for the return of staff for the move 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) the May State School Fund adjustment for the 2019-20 school year. 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 NCS D 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 the same as last quarter.

In accordance with NCS D Policy DFA and DFA-AR Investment of Funds, attached is the quarterly report containing information about the investment portfolio as of March 31, 2021.

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 \$228.1 million at a weighted average nominal rate of return of 0.56%. 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 March 31, 2021 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:

Attachment A: Quarterly Financial Report

Attachment B: Investment Portfolio Summary

Attachment C: 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 March 31, 2021

	Budget	2020 - 2021 Activity			
	Adopted Budget 2020-21	YTD Actuals Through 03-31-2021	Encumbrances Through 03-31-2021	Actuals Including Encumbrances	Forecast Through 6-30-2021
REVENUES:					
Beginning Fund Balance (BFB)	\$ 21,956,908	\$ 23,554,298	\$ -	\$ 23,554,298	\$ 23,554,298
State School Fund:					
State Funds	111,638,700	92,391,606	-	92,391,606	110,638,700
Property Taxes	72,995,000	69,391,518	-	69,391,518	71,995,000
Local Option Levy	19,340,000	18,676,914	-	18,676,914	19,340,000
Federal Forest Fees	40,000	-	-	-	40,000
Common School Fund	1,641,767	838,460	-	838,460	1,641,767
County School Fund	15,000	-	-	-	15,000
High Cost Disability Grant	2,000,000	-	-	-	1,000,000
Investment Earnings	800,000	130,566	-	130,566	800,000
Intermediate Sources-CESD	2,525,500	-	-	-	2,525,500
Other Services and Fees	4,042,000	428,258	-	428,258	3,330,000
Transfers-in	500,000	-	-	-	-
Subtotal Revenues excluding BFB	\$ 215,537,967	\$ 181,857,322	\$ -	\$ 181,857,322	\$ 211,325,967
Total Revenues including BFB	\$ 237,494,875	\$ 205,411,620	\$ -	\$ 205,411,620	\$ 234,880,265
EXPENDITURES:					
Salaries	\$ 108,035,864	\$ 61,908,861	\$ 37,458,024	\$ 99,366,886	\$ 100,747,049
Benefits	74,629,618	39,160,632	24,169,226	63,329,859	67,239,199
Purchased Services	24,479,996	16,310,335	5,314,243	21,624,578	25,330,621
Supplies & Materials	7,267,966	4,216,264	1,817,759	6,034,023	6,867,966
Capital Outlay	220,000	-	20,000	20,000	220,000
Dues and Fees	1,402,449	1,340,285	30,526	1,370,810	1,402,449
Transfers-out	3,659,214	-	-	-	3,659,214
Subtotal Expenditures	\$ 219,695,107	\$ 122,936,377	\$ 68,809,778	\$ 191,746,155	\$ 205,466,498
CONTINGENCY:	\$ 17,799,768	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 237,494,875	\$ 122,936,377	\$ 68,809,778	\$ 191,746,155	\$ 205,466,498
*Projected Ending Fund Balance on 6-30-20					\$ 29,413,767
Projected Ending Fund Balance as a Percentage of Forecasted Revenue at 6-30-2020					12.52%



3/31/2021	Issuer	Book Value	Percentage of Portfolio	Maximum allowed per Policy	Over	Weighted Ave Yield
US Gov't Treasuries						
	US Gov't Treasury	\$ 11,999,337.24	5.26%	100%		2.63%
	Sub Total	\$ 11,999,337.24	5.26%	100%		
Municipalities						
	Sub Total	\$ -	0.00%	25%	N/A	
US Gov't Agencies						
	Federal Home Loan Bank	\$ 2,999,296.29	1.31%	25%	N/A	2.64%
	Federal Home Loan Mortgage	\$ 9,750,590.24	4.27%	25%	N/A	1.70%
	Federal Agriculture Mortgage	\$ 10,000,000.00	4.38%	25%	N/A	2.65%
	Farmer Mac	\$ 10,000,933.24	4.38%	25%	N/A	0.12%
	Sub Total	\$ 32,750,819.77	14.36%	100%	N/A	1.59%
Corporate Notes						
	Sub Total	\$ -	0.00%	5%	N/A	0.00%
	Sub Total	\$ -	0.00%	35%	N/A	0.00%
Total Investment Portfolio		\$ 44,750,157.01	19.62%			1.87%
Banks/Money Market						
	US Bank - Bond Checking	\$ 4,404,567.89				
	Umpqua Bank MMKT - Fund 420	\$ 15,707,936.83	6.89%			0.25%
	Washington Federal MMKT - Fund 420	\$ 10,592,637.16	4.64%			0.15%
	Washington Federal MMKT - Fund 100	\$ 20,359,486.17	8.92%			0.15%
	US Bank - General Checking	\$ 70,637,359.12				
	Sub Total - banks	\$ 121,701,987.17				
	LGIP 3581 Bond Fund 420	\$ 4,369,645.07	1.92%	LGIP Limit 51,177,000	Under/Over 46,807,355	0.75%
	LGIP 4904 General Fund 100	\$ 57,298,152.15	25.12%	51,177,000	(6,121,152)	0.75%
	Total Cash and Equivalents	\$ 61,667,797.22	27.03%			
Grand Total		\$ 228,119,941.40				0.61%



Investment By Fund and Maturity Date
3/31/2021

Fund	Type	Settlement	Maturity Date	Total days held	Yield	Par Amount	Amortized Cost
100	FHLMC	12/13/2019	9/2/2021	629	1.700%	9,750,000.00	9,750,590.24
Total General Fund						9,750,000.00	9,750,590.24
420						-	-
Total 2017 Bond						-	-
421	FHLB	12/28/2018	3/12/2021	805	2.638%	3,000,000.00	2,999,296.29
421	US Treas	12/20/2018	4/15/2021	847	2.647%	4,000,000.00	4,000,805.28
421	US Treas	12/20/2018	5/15/2021	877	2.632%	4,000,000.00	3,998,545.40
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	3,999,986.56
421	FRMC	9/2/2020	8/16/2021	348	0.120%	10,000,000.00	10,000,933.24
Total 2018 Bond						35,000,000.00	34,999,566.77
Grand Total						44,750,000.00	44,750,157.01

GRANT APPROVAL:

Native American/Alaskan Native (Title VI)

ACTION

Agenda Item #8

April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

That the Board approve the request to apply for, appropriate, and expend the Indian Education (Title VI) Grant.

BUDGET IMPACT/SOURCE OF FUNDS:

Amount requested: \$32,005.

BACKGROUND:

North Clackamas School District is applying for an Indian Education Formula Grant to Local Education Agencies from the United States Department of Education.

This one-year grant will provide support for Native American and Alaskan Native students in the North Clackamas School District. The purpose of the grant is to address the academic needs of Native American and Alaskan Native students and raise awareness of Native cultures and history. 2021-2022 will be the third year of the district's participation in the grant. It is anticipated that there will be an opportunity to apply for continued funding each subsequent year.

PRESENTER / STAFF CONTACT:

Shelly Reggiani

Executive Director of Equity and Instructional Services

**SURPLUS REAL PROPERTY DECLARATION AND
AUTHORIZATION TO SELL**

ACTION
Agenda Item #9
April 22, 2021

SUPERINTENDENT RECOMMENDATION:

Declare approximately 23,160 square feet of property located within Tax Lot 23E07B-00591 (the “Surplus Property”), shown as on Exhibit A, as surplus, direct staff to sell or lease, and place revenue from the sale or lease of the property in the Capital Construction Bond Fund.

Lease the Surplus Property to Cobalt Development, LLC, or successors and assigns, for a period of three years, with an option to extend for an additional 97 years, for the purpose of providing a parking area, stormwater detention, and other services to serve the adjacent property located at 14721 SE 172nd Ave. The amount of rent due shall be \$70,000, payable upon commencement of the lease term.

Execute an option agreement with Cobalt, Development, LLC, or successors and assigns, providing Cobalt the right to purchase the Surplus Property for the sum of SEVENTY-FIVE THOUSAND DOLLARS (**\$75,000.00**) (the “**Purchase Price**”). All payments of rent pursuant to the lease agreement will be applied towards the Purchase Price.

ORIGINATED BY:

The need to sell surplus district property.

BUDGET IMPACT/SOURCE OF FUNDS:

Some Capital Projects Funds may be used for services or improvements needed to sell the property.

BACKGROUND:

1. In 2013, the Board approved the use of Macadam Forbes Commercial Real Estate to assist the district with selling and acquiring properties.
2. In September 2019, the Board declared the 9.76 acre property located at 14721 SE 172nd Ave., Happy Valley, as surplus and authorized staff to market and sell.
3. In October 2020, the Board entered a sales agreement with Cobalt Development, LLC in the amount of \$4,225,000 for the 9.76 acre property located at 14721 SE 172nd Ave., Happy Valley.
4. As part of the due diligence period of the 9.76 acre property, Cobalt Development, LLC has expressed a need for additional parcel of approximately 23,160 square feet for storm water retention development and potential parking due to some easement requirements of an existing gas line.
5. As part of the due diligence period, the district has already reached agreeable terms for an easement to the stormwater retention pond that includes the requirement for Cobalt Development, LLC to develop the pond to a level that meets both the district’s and the development’s needs. This additional 23,160 square feet will help facilitate that development.
6. The Surplus Property described on Exhibit A is not yet a legal lot of record. However, as part of a sales or lease agreement, the district and Cobalt Development, LLC intend to effectuate a

boundary line adjustment with the City of Happy Valley in order to create a legal lot of record prior to any sale.

7. The district has no other purpose for this parcel of land due to its landlocked location and it has no real marketable value other than a lease or sale to the purchaser and developer of the 9.76 acre property.
8. The Board must declare properties as surplus prior to selling and the Board must approve the final sale of any real property.

The attached resolution declares the property surplus and unneeded for school district purposes.

ATTACHMENTS:

Resolution

Exhibit A: Map of Surplus Property

PRESENTER / STAFF CONTACT:

Matt Utterback, Superintendent

CONSTRUCTION BID AWARD:
ARDENWALD ELEMENTARY SCHOOL UPGRADES

ACTION
Agenda Item #12
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

Approve awarding Ardenwald Elementary School Upgrades contract to First Cascade Corporation for a total award not to exceed amount of \$154,902.

BUDGET IMPACT/SOURCE OF FUNDS:

The source of the funds will be the 2016 Bond Funds

BACKGROUND:

The voters approved a capital projects Bond measure in November 2016. Improvements at Ardenwald Elementary School were part of the bond commitments. The work of the contract consists of a new secure entry door and new walking path.

In March 2021, staff solicited bids for construction services for the project.

The following bids were received on April 7, 2021:

First Cascade Corporation:	\$154,902
Todd Hess Builders Corp.:	\$178,351
Par-Tech Construction:	\$187,927
Russell Construction:	\$207,022

Work may begin around June of 2021 and is scheduled to be completed around August, 2021. While First Cascade Corporation has not worked with NCS D in the past, they have completed the similar projects of size and scope.

In alignment with North Clackamas School District Equity Policy, the District desires to increase the percentage of North Clackamas School District contract dollars paid to firms that are certified by the State of Oregon Certification Office for Business Inclusion and Diversity ("COBID") as Minority Business Enterprise Program (MBE); Women Business Enterprise Program (WBE); Emerging Small Business Program (ESB); Service Disabled Veteran Business Enterprise (SDVBE); Disadvantaged Business Enterprise (DBE), or that self-identify as qualifying to be certified as COBID. North Clackamas School District promotes and strongly encourages the utilization of COBID firm or firms that self-identify as qualifying to be a COBID firm. First Cascade Corporation is not a COBID Certified firm, but they will provide a list of COBID subcontractors to the district.

As with all contracts, additional costs may be incurred for added or changed scope (e.g. change orders for unknowns, unforeseen, or agency requirements).

PRESENTER / STAFF CONTACT:

Ron Stewart, Senior Director of Capital Projects

CONSTRUCTION BID AWARD:
CAMPBELL CENTER UPGRADES

ACTION
Agenda Item #13
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

Approve awarding Campbell Center Upgrades contract to Par-Tech Construction for a total award not to exceed amount of \$596,600.

BUDGET IMPACT/SOURCE OF FUNDS:

The source of the funds will be the 2016 Bond Funds

BACKGROUND:

The voters approved a capital projects Bond measure in November 2016. Improvements at the Campbell Center were part of the bond commitments. The work of the contract consists of roofing, painting, domestic water re-piping and asphalt repairs.

In March 2021, staff solicited bids for construction services for the project.

The following bids were received on April 14, 2021:

Par-Tech Construction:	\$596,600
First Cascade Corporation:	\$608,443
2KG Contractors:	\$618,000

Work may begin around June of 2021 and is scheduled to be completed around August, 2021.

Par-Tech Construction, Inc. has worked with the district in the past. In 2018, Par-Tech was awarded a contract for the Mount Scott Elementary School Improvements Project and in 2020, they were awarded a contract for the Oregon Trail Elementary School Improvement Project. They are also approved for the Spring Mountain Elementary School Project scheduled for this summer.

In alignment with North Clackamas School District Equity Policy, the District desires to increase the percentage of North Clackamas School District contract dollars paid to firms that are certified by the State of Oregon Certification Office for Business Inclusion and Diversity ("COBID") as Minority Business Enterprise Program (MBE); Women Business Enterprise Program (WBE); Emerging Small Business Program (ESB); Service Disabled Veteran Business Enterprise (SDVBE); Disadvantaged Business Enterprise (DBE), or that self-identify as qualifying to be certified as COBID. North Clackamas School District promotes and strongly encourages the utilization of COBID firm or firms that self-identify as qualifying to be a COBID firm. Par-Tech Construction is not a COBID Certified firm, but they will provide a list of COBID subcontractors to the district.

As with all contracts, additional costs may be incurred for added or changed scope (e.g. change orders for unknowns, unforeseen, or agency requirements).

PRESENTER / STAFF CONTACT:

Ron Stewart, Senior Director of Capital Projects

CONSTRUCTION BID AWARD:
RIVERSIDE ELEMENTARY SCHOOL IMPROVEMENTS

ACTION
Agenda Item #14
April 22, 2021

SUPERINTENDENT'S RECOMMENDATION:

Approve awarding Riverside Elementary School North Wing Improvements contract to First Cascade Corporation for a total award not to exceed amount of \$550,457.

BUDGET IMPACT/SOURCE OF FUNDS:

The source of the funds will be the 2016 Bond Funds

BACKGROUND:

The voters approved a capital projects Bond measure in November 2016. Improvements at Riverside Elementary School were part of the bond commitments. The work of this contract consists of an extension of the fire sprinkler system, associated drywall and paint repairs, floor covering replacements, fire alarm system modifications, and sheet metal cover panels.

In April 2021, staff solicited bids for construction services for the project.

The following bids were received on April 8, 2021:

First Cascade Corporation:	\$550,457
Brockamp and Jaeger:	\$561,363

Work may begin around June of 2021 and is scheduled to be completed around August, 2021.

While First Cascade Corporation has not worked with NCS D in the past, they have completed similar projects of size and scope.

In alignment with North Clackamas School District Equity Policy, the District desires to increase the percentage of North Clackamas School District contract dollars paid to firms that are certified by the State of Oregon Certification Office for Business Inclusion and Diversity ("COBID") as Minority Business Enterprise Program (MBE); Women Business Enterprise Program (WBE); Emerging Small Business Program (ESB); Service Disabled Veteran Business Enterprise (SDVBE); Disadvantaged Business Enterprise (DBE), or that self-identify as qualifying to be certified as COBID. North Clackamas School District promotes and strongly encourages the utilization of COBID firm or firms that self-identify as qualifying to be a COBID firm. First Cascade Corporation is not a COBID Certified firm, but they will provide a list of COBID subcontractors to the district.

As with all contracts, additional costs may be incurred for added or changed scope (e.g. change orders for unknowns, unforeseen, or agency requirements).

PRESENTER / STAFF CONTACT:

Ron Stewart, Senior Director of Capital Projects