



Board of Directors
North Clackamas School District 12
12400 SE Freeman Way
Milwaukie, Oregon 97222

Agenda

North Clackamas School Board
Thursday, January 11, 2024 - 6:30 PM
Board Room/YouTube
12400 SE Freeman Way
Milwaukie, OR 97222

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

OPEN SESSION

6:30	Call to Order	
	Community Comments	
	Native Land Acknowledgement	3
	Flag Salute	4
	Minutes - December 7, 2023	5
	Consent Agenda	
	A. Employment Changes	
	B. Policy Revisions	8
	C. Travel Request - Adrienne C. Nelson High School Cheer	20
	D. Travel Request - Rex Putnam High School Band and Orchestra	28
7:05	1. Youth Equity Advisory Committee - Report	34
	Presenter: Khaliyah Williams-Rodriguez	
7:45	2. School Board Recognition Month - Presentation	59
	Presenter: Shay James	
7:55	3. North Clackamas Education Association (NCEA) Featured Educator	
8:05	4. Policy Revisions - Discussion	61
	Presenter: Tiffany Shireman	
8:10	5. Electrical Utility Easement Linwood Elementary - Discussion/Action	71
	Presenter: Cindy Detchon	
8:15	6. Elementary School Playground Purchases - Discussion/Action	74
	Presenter: Cindy Detchon	

8:20 7. Contract Award: Kitchen Equipment - Discussion/Action
Presenter: Matt Makara

75

8:25 Adjourn



Native Land Acknowledgment

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



Flag Salute

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

**NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
December 7, 2023
Board Room/YouTube**

Open Session

With due notice having been given and a quorum present, Chair Jena Benologa convened open session at 6:30 p.m. with the following members present:

Jena Benologa	–	Chair
Mitzi Bauer	–	Director
Tory McVay	–	Director
Glenn Wachter	–	Director
Shay James	–	Superintendent
Donna Collingwood	–	Board Secretary

Also present were Ivonne Dibblee, Cindy Detchon, Patricia Ahrens, Matt Makara, Petra Callin, Khaliyah Williams-Rodriguez, and Tammy O’Neill.

Community Comments -

- Michael Corbus, (on behalf of their daughter Kylie Corbus), Oak Grove, spoke regarding school culture.
- Michael Corbus, Oak Grove, spoke regarding school culture.

Mitzi Bauer read the Native Land Acknowledgement. Glenn Wachter led the Pledge of Allegiance.

R23/24-33

Minutes – Glenn Wachter moved, Mitzi Bauer seconded the motion to approve the minutes of the regular Board Meeting held November 9, 2023.

Motion passed unanimously, 4-0.

R23/24-34

Consent Agenda – Mitzi Bauer moved, Tory McVay seconded the motion to adopt the consent agenda as recommended:

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

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

Oregon School Boards Association Election Board of Directors Position 8

- Approve OSBA Board Position 8 - Chrissy Reitz

Oregon School Boards Association Election Resolution 1

- Creates the Oregon Rural Board Members Caucus and designates a seat on the OSBA Board of Directors and Legislative Policy Committee

Oregon School Boards Association Election Resolution 2

- Adopts the proposed amendments to the OSBA Bylaws

Budget Committee Position Number Correction

- Corrects the Budget Committee vacancy action on September 21, 2023 and the Budget Committee appointment action on November 9, 2023 to correctly identify Ankur Doshi as being appointed to Position 13 of the North Clackamas School District Budget Committee.

Motion passed unanimously, 4-0.

North Clackamas Education Association (NCEA) Featured Educator – Linwood Elementary teacher Emma Goldsmith and NCEA Representative Michelle Arko, recognized Andrea Shanks from Linwood Elementary as the NCEA Featured Educator of December.

School Presentation: Linwood Elementary- Executive Director of Secondary Programs Patricia Ahrens, Principal of Linwood Elementary Nabil Zerizef, Assistant Principal of Linwood Elementary School Brian Cates, Title I Instructional Coach Vickie Beraka, and PTA President and volunteer Bobbie Reed gave a presentation on Linwood Elementary School. The presentation included school mission and vision, demographics, professional learning communities, Multi-Tiered System of Support, social and emotional wellbeing, and family engagement. Questions and comments from the Board were addressed.

Year End Financial Report – Executive Director of Finance and Business Services Matt Makara discussed the year end financial report.

Quarterly Financial Report – Executive Director of Finance and Business Services Matt Makara discussed the quarterly financial report.

Policy Revisions - Discussion - Chief of Staff Tiffany Shireman presented revisions to the following policies as recommended by the Policy Review Committee:

BDC – Executive Session

ECACB - Unmanned Aircraft System (UAS) a.k.a. Drone

IGDJ - Interscholastic Activities

KGB - Public Conduct on District Property

R23/24-35

Determining Election Results of Local Option Levy Measure - Discussion/Action – Chief of Staff Tiffany Shireman discussed the official voting results of Measure 3-599, Clackamas County.

Mitzi Bauer moved, Glenn Wachter seconded the motion to approve the voter results from the November 7, 2023 Local Option Levy measure election.

Motion passed unanimously, 4-0.

R23/24-36

Student Success Act: Student Investment Account Grant Agreement - Discussion/Action – Assistant Superintendent of Education Ivonne Dibblee and Director of Student & Family Services/Integrated Programs Jennifer Dove-Kiltow discussed the Student Investment Account grant agreement. Opportunity for public comment was made available. Questions and comments from the Board were addressed.

Tory McVay moved, Mitzi Bauer seconded the motion to approve the Student Investment Account grant agreement with the Oregon Department of Education.

Motion passed unanimously, 4-0.

R23/24-37

Superintendent Evaluation Process - Discussion/Action – The Superintendent evaluation timeline and process was discussed.

Mitzi Bauer moved, Tory McVay seconded the motion to adopt the evaluation process for the superintendent's evaluation.

Motion passed unanimously, 4-0.

Math Pathways - Report- Executive Director Teaching, Learning and Professional Development Tammy O'Neill, Associate Director of Teaching, Learning and Professional Development Dianna Ngai, and Mathematics Instruction Coach Luke Weinbrecht gave a report on math pathways. Questions and comments from the Board were addressed.

There being no further business to come before the Board, the meeting adjourned at 9:02 p.m.

Unapproved

POLICY REVISIONS

CONSENT B
January 11, 2024

REASON FOR BOARD CONSIDERATION:

Approval of the attached policy revisions of NCS D Board Policies BDC, ECACB, IGDJ, and KGB.

RECOMMENDATION:

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

BUDGET IMPACT/SOURCE OF FUNDS:

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

ATTACHMENTS:

Drafts of the following policies to review:

Policy	Title	Reason
BDC	Executive Session	OSBA August 2023 Update, House Bill 2805 and House Bill 2806 added new provisions to Public Meeting Laws and executive sessions, including allowing executive sessions for matters relating to the safety of the governing body and cyber security.
ECACB	Unmanned Aircraft System (UAS) a.k.a. Drone	The use of drones by NCS D district staff and third parties (for reasons including but not limited to instruction, extracurricular activity, footage for external communications, and facility status review) has increased since the pandemic. Adoption of a policy standardizing practices is recommended by OSBA, PACE (NCS D’s property and liability insurance) and the NCS D Risk Management Department.
IGDJ	Interscholastic Activities	OSBA August 2022 Update, to better align policy language with statute, including Division 22 requirements, and revise language to reflect current terms and practices.
KGB	Public Conduct on District Property	Relettering of Policy KGB to KD.

PRESENTER / STAFF CONTACT:

Tiffany Shireman, Chief of Staff



Code: BDC
Adopted: 6/19/86
Revised/Readopted: 1/20/11; 9/22/16; 2/27/20
Orig. Code: BDC

Executive Sessions

Executive sessions may be held during a regular, special or emergency meeting for any reason permitted by law. Final action on an item discussed in executive session will be accomplished in open session. The Board may meet in executive session to discuss subjects allowed by statute but may not take final action except for the expulsion of a student and matters pertaining to or examination of the confidential records of the student.

An executive session may be included as an agenda item of an existing meeting or held as its own meeting. Proper notice is required.

If open session is held prior to the executive session, the presiding officer will announce the executive session by identifying the authorization under Oregon Revised Statute (ORS) 192.660 or ORS 332.061 for holding such session and by noting the subject of the executive session.

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent.¹ (ORS 192.660(2)(a))
2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer², employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))
3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))
4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))
5. To consider information or records that are exempt by law from public inspection.

¹ This provision does not apply to the filling of a vacancy in elective office or on any public committee, commission or other advisory group; or for the consideration of general employment policies. Prior to holding an executive session under ORS 192.660(2)(a), the Board must ensure

- a. The vacancy has been advertised;
- b. Regular hiring procedures have been adopted;
- c. If hiring an officer, the public has had the opportunity to comment on the employment of the officer; and
- d. If hiring a chief executive officer, the Board has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

² To determine whether the individual involved is considered a public officer, consult with legal counsel.

(ORS 192.660(2)(f))

6. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))
7. To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (ORS 192.660(2)(i))
8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(2)(k))
9. To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))
10. To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))
11. To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))
12. To review matters pertaining to or examination of the confidential records of a student. (ORS 332.061(1)(b))

Members of the press may attend executive sessions except those matters pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;
2. Hearings on the expulsion of a minor student or examination of the confidential records of a student; and

Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including the student's confidential records; the discussion; and each Board member's vote on the issue.

Minutes shall be kept for all executive sessions.

Content discussed in executive sessions is confidential except as provided by law. Board members and the media are instructed not to disclose information obtained in executive session except when specifically authorized to do so or as required by law.

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)

[ORS 332.045](#)

[ORS 332.061](#)

OR. ATTY. GEN. Public Records and Meetings Manual.

Oregon Government Ethics Commission, [Staff Advisory Opinion](#) No. 22-106S
[House Bill 2806](#) (2023)

Cross Reference(s):

BD/BDA - Board Meetings

BDDG - Minutes of Board Meetings

CBG - Evaluation of the Superintendent



Code: ECACB

Adopted:

Unmanned Aircraft System (UAS) a.k.a. Drone

Any employee, or representative of the district operating an unmanned aircraft system (UAS) shall do so in accordance with this policy, all applicable Federal Aviation Administration (FAA) and Oregon Department of Aviation (ODA) regulations and local laws.

A small unmanned aircraft, as defined by law, may be operated by the district. A small unmanned aircraft must weigh less than 55 pounds, including the weight of anything attached to or carried by the aircraft and must be registered through the FAA and ODA. The district will register as a user of such with ODA.

Publicly supported kindergarten through grade 12 school programs and publicly-supported entities that support K-12 schools or after school K-12 programs are exempt from the requirement to pay the ODA registration fee.

Prior to operating a UAS, the district will review all airspace, certification, registration, and other requirements. When operating in the National Airspace System (NAS), the supervisor (instructor/teacher) of the educational UAS shall hold a current pilot certification described in 14 C.F.R. Part 107 or have a Certificate of Authorization as described in 49 U.S.C. § 44801, so any student(s) can fly under their direct supervision, and to be in compliance with current FAA regulations. District employees will not operate more than one UAS at a time. District employees will not supervise more than one student, or non-licensed employee, UAS operator at a time.

District employees shall work with their supervisor and the Risk Management Department to ensure that proper insurance, registration as required by FAA and ODA, reporting to FAA, and authorization from district administration are in place prior to use as a part of the district's curriculum.

A UAS shall be operated in accordance with the policies of the Oregon School Activities Association (OSAA) at OSAA-sanctioned events.

A student in violation of this policy may be subject to disciplinary action, up to and including suspension and/or expulsion.

An employee in violation of this policy may be subject to disciplinary action, up to and including dismissal.

All data gathered by the district as part of a UAS operation will belong to the district. The data gathering by the district will follow appropriate state and federal laws. Retention of such data will follow state and federal laws.

The District shall develop procedures for the implementation of this policy. The district shall post a copy of this policy, associated procedures, and a copy of Oregon Revised Statute (ORS) 192.345 on the district's website.

The district will report accidents involving a UAS to FAA no later than 10 calendar days after the accident when it involves:

1. Serious injury to any person or any loss of consciousness; or

2. Damage to any property, other than the small UAS, unless the cost of repair (including materials and labor) does not exceed \$500, or the fair market value of the property does not exceed \$500 in the event of total loss.

Third Party Use

Third party use of a UAS on district property or at district-sponsored events or activities on district property for any purpose is prohibited, unless granted permission from the Risk Management Department.

If permission is granted by the Risk Management Department, the third party operating a UAS will comply with all FAA and ODA registration and use regulations and shall provide the following to the district:

1. Proof of insurance that meets the liability limits established by the district;
2. Proof of UAS registration and authorization (including a certificate identified in 14 C.F.R. Part 107 or a Certificate of Authorization described in 49 U.S.C. § 44801) issued by FAA, and proof of user registration with ODA when required;
3. The proposed flight plan, including date, time, flight pattern and if spotters will be utilized to monitor the area below the flight pattern; and
4. A signed agreement holding the district harmless from any claims of harm to individuals or damage to property.

END OF POLICY

Legal Reference(s):

[ORS 164.885](#)
[ORS 174.109](#)
[ORS 192.345](#)

[ORS 837.300 - 837.390](#)
[ORS 837.995](#)

[OAR 738-080-0015 - 080-0045](#)
Senate Bill 581 (2019)

Federal Aviation Administration Reauthorization Act of 2018, 49 U.S.C. §§ 44801-44810 (2012).
Small Unmanned Aircraft Systems, 14 C.F.R. Part 107 (2018).
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).
OREGON SCHOOL ACTIVITIES ASSOCIATION HANDBOOK.



Code: IGDJ
Adopted: 5/17/12
Revised/Readopted: 7/03/18; 7/11/19; 1/27/22

Interscholastic Athletics/Activities**

The Board recognizes the integral role interscholastic activities¹ play in the character development and general enhancement of the education of its students. Accordingly, administrators, coaches, advisors, student participants, and others associated with the district's ~~high school~~ activities programs and events shall conduct themselves in a manner that is consistent with the letter and spirit of policies, rules, and regulations of the district and any associated voluntary organization². Each will be held accountable for their actions.

The district and its schools may only be members of and pay fees, if any, to a voluntary organization that administers interscholastic activities or that facilitates the scheduling and programming of interscholastic activities if the organization:

1. Implements and adheres to equity focused policies that:
 - a. Address the use of derogatory or inappropriate names, insults, verbal assaults, profanity, or ridicule that occurs at an interscholastic activity, including by spectators of the interscholastic activity;
 - b. Prohibit discrimination;
 - c. Permit a student to wear religious clothing in accordance with the student's sincerely held religious belief and consistent with any safety and health requirements; and
 - d. Balance the health, safety, and reasonable accommodation needs of participants on an activity-by-activity basis;
2. Maintains a transparent complaint process that:
 - a. Has a reporting system to allow participants of interscholastic activities or members of the public to make complaints about student, coach, or spectator behavior;
 - b. Responds to a complaint made within 48 hours of the complaint being received; and
 - c. Resolves a complaint within 30 days of the complaint being received unless the organization determines that there is good cause to extend the timeline for resolving the complaint;
3. Develops and implements a system of sanctions against schools, students, coaches, and spectators if a complaint is verified; and

¹ Interscholastic activities includes: for students any grade from kindergarten through grade 12, athletics, music, speech and other similar or related activities; for students in any grade from kindergarten through grade eight, activities that are offered only before or after regular school hours and that may, but are not required to, involve interaction among other schools.

² Includes a voluntary organization that administers interscholastic activities or that facilitates the scheduling and programming of interscholastic activities.

4. Performs an annual survey of students and their parents to understand and respond to potential violations of equity focused policies or other discrimination.

The district shall allow homeschooled students that reside in the district, students eligible to attend school and enrolled in a high school equivalency program³ that reside in the district, and students attending a public charter school that does not provide interscholastic activities that reside in the district, and students attending Milwaukie Academy of Arts the opportunity to participate in available interscholastic activities when the requirements found in Oregon law are met.

Interscholastic activities when provided by the district will comply with Title IX and other nondiscrimination laws.

District employees, students, parents, alumni, and activity volunteers are prohibited from inducing or attempting to induce a student to attend a district school for interscholastic activity eligibility or participation. The principal, activities director, advisors and coaches are each responsible for ensuring student participants meet all district eligibility requirements of participation and those of the associated voluntary organization. The principal or designee is responsible for ensuring accurate certification regarding the eligibility of participating students and for verifying that athletic directors, coaches of sports, and activity advisors have all required certifications prior to assuming their duties. The principal or designee shall ensure that a program is in place to effectively evaluate the performance of all coaches and activity advisors under their supervision.

Volunteers may be approved to assist with district activities with prior approval from the principal or designee.

The principal or designee shall investigate all allegations of district student ineligibility, staff recruitment violations or other student or staff conduct that may violate Board policies, administrative regulations, and/or the rules and regulations of the associated voluntary organization. The principal or designee shall notify the superintendent or designee of conduct that violates the terms of this policy and report to the associated voluntary organization if required.

An employee determined to have violated Board policies and/or rules and regulations of the associated voluntary organization may be subject to discipline, up to and including, dismissal. A student in violation of Board policies and/or the rules and regulations of the associated voluntary organization will be subject to discipline, up to and including, dismissal from an interscholastic activity or program, suspension and/or expulsion from school. Volunteers in violation of Board policies and/or the rules and regulations of the associated voluntary organization shall be subject to discipline, up to and including, removal from district programs and activities and such other sanctions as may be deemed appropriate by the district.

Employees, volunteers, or students in violation of such policies, rules and/or regulations may be required to remunerate the district in the event fines are assessed as a result of their actions.

The superintendent or designee will develop procedures, as necessary, to implement this policy, including a process to ensure that all district rules governing the conduct of students, staff, and volunteers engaged in district activities are regularly reviewed and updated.

³ “High school equivalency program” means a program provided to assist a student in earning a certificate for passing an approved high school equivalency test such as the General Educational Development (GED) test.

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

END OF POLICY

Legal Reference(s):

ORS 326.051	OAR 581-015-2255	OAR 581-026-0700
ORS 332.075(1)(e)	OAR 581-021-0045 – 0049	OAR 581-026-0705
ORS 332.107	OAR 581-022-2308(2)	OAR 581-026-0710
ORS 339.450 - 339.460	OAR 581-026-0005	

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 (2022).
Montgomery v. Bd. of Educ., 188 Or. App. 63 (2003).
Senate Bill 1522 (2022).

Cross Reference(s):

JHCA - Student Medical/Physical Examinations, Vision Screening/Eye Examinations and Dental Screenings



Code: KD
Adopted: 7/03/13
Revised/Readopted: 9/24/15; 9/22/16; 6/09/22

Public Conduct on District Property

Persons having no legitimate purpose or business on district property, or those violating or threatening to violate the following rules, may be ejected from the premises or issued a trespass citation, excluded from district-approved activities temporarily or permanently and/or referred to law enforcement officials.

No person on district property, including parking lots, shall:

1. Impede, delay or otherwise interfere with the orderly conduct of the district's educational program or any other activity taking place on district property which has been authorized by the district;
2. Bring, possess, conceal or use a weapon as prohibited by Board policy JFCJ - Weapons in the Schools and state and federal law;
3. Haze, harass, intimidate, bully, cyberbully or menace another, or engage in behavior deemed by the district to endanger the safety or well being of students, employees, self or others;
4. Possess, consume, sell, give or deliver unlawful drugs, drug paraphernalia and/or any alcoholic beverages;
5. Use, distribute or sell tobacco products or inhalant delivery systems, in any form, in accordance with the Pro-Children Act of 1994; ORS 433.835 to -433.990; and OAR 581-021-0110;
6. Use or engage in abusive verbal expression or physical conduct, especially if that conduct interferes with the performance of students, staff, event officials or sponsors of approved activities;
7. Damage the property of another or of the district;
8. Initiate or circulate a report, one knows to be false, concerning an alleged hazardous substance, impending fire, explosion, catastrophe or other emergency that will take place in or upon a school;
9. Construct or transport to district property for temporary or permanent purposes any structure not approved for construction on, or transportation, to district property;
10. Uproot, pick, cut, mutilate or remove plant life or other natural resources of any kind. Roots, tubers, flowers and stems may not be collected. Soil or rock may not be dug up or removed;
11. Dump or spill any sewage, waste water or other fluids from any person or vehicle;
12. Litter or use district waste containers or other district property for the deposit of waste or refuse generated from household, commercial, industrial, construction or other uses not related to approved use on district property;

13. Block, obstruct or interfere with vehicular or pedestrian traffic on any district road, parking area, walkway, pathway or common area. Occupying or impeding access to any district facility in a manner that interferes with the approved use of such facility by district employees, students or other authorized users, is prohibited;
14. Fly, launch or otherwise operate motorized model airplanes/helicopters/rockets/drones (unmanned aircraft system) or other similar devices unless granted permission by the superintendent or designee;
15. Distribute or post circulars, notices, leaflets, pamphlets or other written or printed material in violation of Board policy KJA - Materials Distribution;
16. Operate a concession, solicit, sell or offer for sale any goods, wares, merchandise, food, beverages or services without prior district approval. Public sales and solicitation on district property will be governed by Board policy KI/KJ - Commercial Advertising/Merchandise Sales;
17. Operate a motor vehicle in an area other than on roads and in parking areas constructed or designated for motor vehicle use without prior administrator approval. Vehicles shall be driven in a safe manner, at posted speeds and will only be appropriately parked in areas designated by the district. Motorized transportation devices such as minibikes, scooters, go-carts, all-terrain-vehicles, snowmobiles and other similar devices are prohibited on district grounds unless granted prior administrator approval. Bicyclists must comply with motor vehicle and bike regulatory signs;
18. Use a skateboard, rollerblades, scooter or similar device; unless the use is for supervised instructional or supervised extracurricular purposes and advance permission has been granted by the superintendent or designee.
19. Bring an animal into a district building without prior administrator approval and, where appropriate, only when proof of current rabies vaccination has been provided. Animals are prohibited on any synthetic turf surfaces. Animals are permitted on district grounds only when confined to a vehicle or on a leash and when kept under the physical control of the individual at all times. The owner is responsible for the animal's behavior and containment and for the removal of the animal's wastes while on district property. Animals serving persons with disabilities are permitted as provided by law;
20. Camp overnight, loiter or otherwise be present on district property after the conclusion of approved activities or as otherwise posted or authorized by the district. Individuals are prohibited from entering any portion of district premises at any other time for purposes other than those which are lawful and authorized by district officials;
21. Use or operate any noise-producing machine, vehicle, device or instrument in a manner that, in the judgment of district officials, is disturbing to, or interferes with, the orderly conduct of district programs or approved activities;
22. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other item that is evidence of membership or affiliation with any gang. Use speech or commit any act or omission in furtherance of the interests of any gang or gang activity. A "gang" is defined as a group that identifies itself through the use of a name, unique appearance or language including hand signs, claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity;

23. Violate posted regulatory signs; or
24. Willfully violate other district policies, administrative regulations or school rules designed to maintain public order on school property.

The superintendent will ensure that appropriate notice of these rules is provided.

END OF POLICY

Legal Reference(s):

ORS 161.015	ORS 166.210 to -166.370	ORS 433.835 to -433.990
ORS 164.245	ORS 332.172	ORS 806.060 to -806.080
ORS 164.255	ORS 336.109	OAR 333-015-0025 to -0090
ORS 166.025	ORS 339.883	OAR 581-021-0110
ORS 166.155 to -166.165	ORS 431.840	OAR 584-020-0040(4)(e),(g)

Gun-Free Schools Act, 20 U.S.C. § 7961 (2012).
 Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2012).
 Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2012).

Cross Reference(s):

ECAB - Vandalism/Malicious Mischief/Theft
 ECD - Traffic and Parking Controls
 KG - Community Use of District Facilities
 Policy re-lettered, January 11, 2024

TRAVEL REQUEST

Adrienne C. Nelson High School Cheer

CONSENT C

January 11, 2024

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Adrienne C. Nelson High School is requesting permission for 9 students and 4 chaperones to travel to Anaheim, California, February 15-19, 2024 for the USA Spirit National Cheer Competition. This trip will cost a total of \$1,487.43 per student. Students will pay \$885.00 out of pocket with the remainder of the cost being paid by fundraising, scholarships and school budget. No student will be denied participation due to lack of funds. Students will have the opportunity to compete in several career and leadership development events.

SOURCE OF FUNDS:

See attached Application for Permission to Travel

ATTACHMENTS:

Application for Permission to Travel and required attachments

STAFF CONTACT:

Petra Callin, Executive Director of Secondary Programs



2023-2024 Application for Permission to Travel

Section I – General Information (check all that apply)

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

School: Adrienne C. Nelson HS Name of group: Cheer Team
Dates of travel: Feb. 15th - 19th, 2024 Initiator: Alma Lopez
Destination: Anaheim, California Application date: Dec. 7th, 2023
Number of nights of overnight stay: 4 Time of departure: 1:00 PM, Feb. 15th, 2024
Number of school days students will miss: 2

Rationale for missed school days:

We will be traveling Thursday, 2/15/24, to arrive to Anaheim to check in and complete the registration paperwork. Students will compete on Friday, 2/16.

Number of students: 0 male 9 female Number of chaperones: 2 male 2 female

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

Person verifying background checks will be: Dana Cappelucci Initial here when completed: DC

Purpose of travel:

We will be traveling to compete in USA Spirit National Cheer competition. This will be our first time registering for the competition and we are excited to compete in this nationwide competition.

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

Students will need to be academically eligible in order to travel/compete. Students will communicate with teachers before leaving to pick up any work and assignments they will need to complete during the trip. Students will be responsible for submitting assignments electronically or in person the first day they return to school.

What specific responsibilities have been assigned to the chaperones?

All chaperones will travel with the students to ensure students are together throughout the travel process. Chaperones are responsible for monitoring students' behavior on the trip. The group will have breakfast, lunch, and dinner together each day. Chaperones will travel back with students at the end of the competition, making sure parents are at the airport to drive students home.

Section II – Budget Information – Cost per Student

Expenses (per student)

1. Transportation \$ 351.81
 2. Lodging (no home stays) \$ 466.08
 3. Meals \$ 100
 4. Fees/Event Expense \$ 144.54
 5. Other \$ 425
Description of other expenses: Disney tickets and apparel
 6. **Total cost per student (total lines 1 through 5):** \$ 1,487.43
 7. # of chaperones 4
 8. # of students 9
 9. **Total # of students + chaperones** 13
 10. **Total cost of participation (Line 6 x Line 9):** \$ 19,336.59
 11. Substitute Teachers: (rates are effective 2023-2024)
 - a. # Full-Day Substitute(s) x # of Days @ \$302.95 = \$ 0
 - b. # Half-Day Substitute(s) x # of Days @ \$151.48 = \$ 0
 - c. **Total Sub Cost** \$ 0
- TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.):** \$ 19,336.59

Funding

1. Current school account balance: \$ 11,000.00
2. Amount of fund balance allocated for this trip: \$ 1,273.20
3. Projected fundraising income*: \$ 9,085.00
4. Projected contributions (donations)*: \$ 1,013.39
5. OUT OF POCKET (per student): \$ 885.00

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 19,336.59

*Describe projected fund-raising activities and contributions:

The Nelson Cheer program held a sponsorship fundraiser and will hold a Bingo-style fundraising event to help individuals raise money and pay for their trip expenses and fees.

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

Section III – Transportation and Lodging Information

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

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

Name of minibus Driver(s): N/A

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

Number of miles round trip: N/A

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

Name of rental vehicle Driver(s): N/A

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

We will travel from PDX to LAX on Alaska Airlines. We will take public transportation directly from the airport to the hotel. Since the hotel is right next to Disneyland, there is transportation directly from the airport to the hotel. All chaperones and students will travel as a group.

Name and location of lodging and description of room arrangements (chaperones may not share rooms with students; see item #2 under Chaperone Guidelines). Students are not allowed to stay with host families without written permission from Superintendent or designee. This is in accordance with Volunteer Policy IICC-AR(1):

Portofino Inn & Suites in Anaheim, California
1831 South Harbor Blvd., Anaheim CA 92802

We will have 5 total rooms. There will be 3 rooms with 3 students in each room. The other two rooms will be for coaches. 1 room will be for the 2 male chaperones (2 Cheer assistant coaches) and 1 room will be for the 2 female chaperones (Cheer head coach and a chaperone).

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

I have read and understand all trip guidelines.

Alma Lopez
Alma Lopez (Doc # 2012 18.53 HST)
Trip Leader Signature

12/04/2023
Date

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

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

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

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

Section VI – Approval

Principal Level: Approved
 Denied

[Signature] 12.4.2023
Principal Date

District Level: Approved
 Denied

[Signature] 1/3/24
Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Nelson Cheer Nationals trip Itinerary 2024

Day 1 - Thursday February 15th 2024:

Whole team is flying on the same flight:

Coach Alma, Coach Ivan, Coach Monteen, Chaperone Kristin,

Athletes: Alizabeth Carroll, Astrid Keusey, Chloe Jablonski, Danica Cia, Isabelle

Walker, Mackenzie Madsen, Midory Lopez, Sadie Carson, Sophia Falaschetti, Zoe Cord.

Flying with Alaska airlines, flight Number: 1205

Arrive to PDX airport at 11:00 am

Flight will depart at 1:00 pm

Arrive to LAX airport at 3:29 pm

Transportation from airport: take Uber to Portofino Inn & Suite Hotel (arrive at 5:15pm)

*We will take 3 Uber XL's; 1 coach will ride in each Uber XL

Dinner at 7:30pm

Bed time at 10pm

Room arrangements:

Room #1: Midory L, Alizabeth C, Mackenzie M,

Room #2: Chloe J, Astrid K, Danica C, Zoe C.

Room #3: Sadie C, Sophia F, Isabelle W,

Room #4: Coach Alma, Chaperone Kristin

Room #5: Coach Ivan, Coach Monteen

What to wear Day 1:

Black leggings,

White Cheer shirt,

Team sweater,

Any shoes

Day 2 - Friday February 16th 2024 (Competition Day 1):

Competition times are TBD and will be determined after final video submission

8:00 am - Breakfast

8:30 am - Go over day schedule

9:00 am - Get ready

10:00 am - Walk to Anaheim Convention Center

10:15 am - Check in

1:00 pm - Lunch
TBD - Performance time
TBD - Award Time
7:00 - 8:00 pm - Dinner time
10:00 pm - Bed time

What to wear Day 2:

Competition Shell
Skirt
Black Spandex
Nationals shirt
White Nike Socks
Cheer Shoes
Team Jacket

Day 3 - Saturday February 17th 2024 (Competition Finals /Disney Day):

8:00 am - Breakfast
8:30 am - Go over day schedule
9:00 am - Get ready
10:00 am - Walk to Anaheim Convention Center
10:15 am - Check in
1:00 pm - Lunch
TBD - Performance time
TBD - Final Award time
TBD - Disney time *Depending on performance and award times*
7:00 - 8:00 pm - Dinner
10:00 pm - Bed Time

What to wear Day 3:

Competition Shell	White Nike Socks
Skirt	Cheer Shoes
Black Spandex	Team Jacket
Grey Cheer Shirt	

Day 4 - Sunday February 18th 2024 (Team bonding Disney Day):

8:00 am - Breakfast
8:30 am - Go over day schedule
9:00 am - Get ready
10:00 am - Walk to Disneyland
10:00 am - 1:00 pm Park time
1:00 - 2:00 pm Lunch

2:00 - 7:00 pm Park time
7:00 - 8:00 pm Dinner
8:00 - 10:00 pm Park time
10:00 pm - Walk back to Hotel
11:00 pm - Bedtime

What to wear Day 4:

Nationals Shirt
Leggings or Shorts (pending on weather)
Tennis Shoes
Team Sweater or Jacket (Pending on weather)

Day 5 - Monday February 19th 2024 (Travel day):

Whole team is flying on the same flight:
Coach Alma, Coach Ivan, Coach Monteen, Chaperone Kristin,
Athletes: Elizabeth Carroll, Astrid Keusey, Chloe Jablonski, Danica Cia, Isabelle Walker,
Mackenzie Madsen, Midory Lopez, Sadie Carson, Sophia Falaschetti, Zoe Cord.

Flying with Alaska airlines, flight Number: 1111
Arrive to LAX airport at 4:13 pm
Flight will depart at 6:45 pm
Arrive to PDX airport at 9:15 pm
*Parents will pick students up from PDX airport at 9:25pm

What to wear Day 5:

Grey Cheer Shirt
Leggings
Any Shoes
Team Sweater

TRAVEL REQUEST

Rex Putnam High School Band and Orchestra

CONSENT D

January 11, 2024

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Rex Putnam High School is requesting permission for 45 students and 8 chaperones to travel to Anaheim, California, May 17-20, 2024. This trip will cost a total of \$981.00 per student. Students will pay \$478.88 out of pocket with the remainder of the cost being paid by fundraising, scholarships and school budget. No student will be denied participation due to lack of funds. Students will have the opportunity to compete in several career and leadership development events.

SOURCE OF FUNDS:

See attached Application for Permission to Travel

ATTACHMENTS:

Application for Permission to Travel and required attachments

STAFF CONTACT:

Petra Callin, Executive Director of Secondary Programs



2023-2024 Application for Permission to Travel

Section I – General Information (check all that apply)

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

School: Rex Putnam High School Name of group: Band and Orchestra
Dates of travel: 5/17 - 5/20/24 Initiator: Jeff Wilson & Martin Kwon
Destination: Disneyland, CA Application date: 9/27/23
Number of nights of overnight stay: 3 Time of departure: 11:17 AM
Number of school days students will miss: 2

Rationale for missed school days: Travel for educational performance experience. Keeping the dates during spring break was not possible due to hotel availability and pricing.

Number of students: 19 male 26 female Number of chaperones: 4 male 4 female

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

Person verifying background checks will be: Danna Oxman Initial here when completed: [Signature]

Purpose of travel: Each group will perform for the public in Disneyland, and also have a music workshop in the recording studio.

What plans have been made for school make-up work when trip requires students miss school? Students will get assignments ahead of time and should complete them before departure, during travel, or upon arriving home.

What specific responsibilities have been assigned to the chaperones? Chaperones will be assigned between 5 and 10 students to supervise. They will oversee the activities of assigned students and make sure they adhere to standards set forth in the conduct agreement, and complete room checks.

Section II – Budget Information – Cost per Student

Expenses (per student)

- 1. Transportation \$ 250.00
- 2. Lodging (no home stays) \$ 136.00
- 3. Meals \$ 240.00
- 4. Fees/Event Expense \$ 355.00
- 5. Other \$ _____

Description of other expenses: _____

6. Total cost per student (total lines 1 through 5): \$ 981.00

7. # of chaperones 8

8. # of students 45

9. Total # of students + chaperones 53

10. Total cost of participation (Line 6 x Line 9): \$ 51,993.80

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

a. # Full-Day Substitute(s) x # of Days @ \$302.95 = \$ 1,211.80

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

c. **Total Sub Cost** \$ 1,211.80

TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.): \$ 53,204.80

Funding

1. Current school account balance: \$ 12,000.00

2. Amount of fund balance allocated for this trip: All

3. Projected fundraising income*: \$ 14,655.20

4. Projected contributions (donations)*: \$ 5,000.00

5. OUT OF POCKET (per student): 478.88

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 53,204.80

*Describe projected fund-raising activities and contributions:

Can/Bottle drives, wreath sales, mattress sales, benefit concert, Pizza Card sales, SnapRaise

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

Section III – Transportation and Lodging Information

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

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

Name of minibus Driver(s): n/a

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

Number of miles round trip: n/a

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

Name of rental vehicle Driver(s): n/a

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

Parents to drive students to and from airport, Alaska Airlines to and from California, Pacific Coachways Charter Services Inc for ground transportation in California.

Name and location of lodging and description of room arrangements (chaperones may not share rooms with students; see item #2 under Chaperone Guidelines). Students are not allowed to stay with host families without written permission from Superintendent or designee. This is in accordance with Volunteer Policy ICC-AR(1):

Sheraton Hotel 1855 S Harbor Blvd- Anaheim, CA 92802

4 students to a room, 1 room per director (2 directors), chaperones room by same gender separate from students.

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

I have read and understand all trip guidelines.

M. Johnson
Trip Leader Signature

9/27/23
Date

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

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

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

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

Section VI – Approval

Principal Level: Approved
 Denied

District Level: Approved
 Denied

[Signature] 11/02/23
Principal Date

[Signature] 1/3/24
Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Disneyland Itinerary

Rex Putnam Band and Orchestra

Friday, May 17

6:55am – Arrive at PDX Alaska Airlines terminal
 8:55am – Depart from PDX on Alaska Flight AS0317
 11:05am – Arrive in Burbank. Bus to hotel.
 12:00pm – Check into Sheraton Park Hotel
 12:30pm – Meeting about behavior and expectations.
 1:00pm – Lunch at McDonalds in parking lot of hotel (\$10-\$15) and then Disneyland time!!!!
 6:00pm - Dinner in Disneyland (\$15-\$25)
 12:00am – Disney closes. Return to hotel
 12:30pm – Lights Out

Saturday, May 18 – Clinic Day!!

9:00am – Students will prep sandwiches for lunch and get snacks for the day.
 10:00am – Breakfast consisting of Costco purchases (\$5)
 10:30 - California Adventure Time!!
 1:00pm – Lunch consisting of Costco purchases (\$5-\$10)
 2:45pm – Meet at Downtown Disney Studio
 3:30pm – Clinic
 5:00pm – Clinic Over
 5:30pm – Disney fun – check in at regular intervals
 6:00pm - Dinner in Disneyland (\$15-\$25)
 12:00am – Disney closes. Return to hotel
 12:30am – Room check
 1:00am – Lights out

Sunday, May 19 – Performance Day!!

9:00am – Make sandwiches for lunch and get snacks for the day.
 10:00am – Breakfast consisting of Costco purchases (\$5)
 11:00am – Wind Ensemble Performance
 11:45am – Performance Over
 12:00pm – Disney fun – check in at regular intervals
 1:00pm –Lunch consisting of Costco purchases (\$5-\$10)
 6:00pm - Dinner in Disneyland (\$15-\$25)
 12:00am – Disney closes. Return to hotel 12:30am – Lights Out

Monday, May 20

9:00am – Make sandwiches for lunch and get snacks for the day.

10:00am – Check out of hotel
 11:00pm – Huntington Beach Day!!!!
 1:00pm – Lunch at pier (\$10-\$15)
 4:00pm – Check in at Burbank Airport
 5:55pm – Flight Departs Burbank on Alaska AS0201
 8:13pm – Arrive at PDX – students will need their own rides home.

What to bring

- * Instrument
- * Music (warm ups, chorales, etc.)
- * Concert Dress/Tux
- * Black shoes and socks
- * Back pack
- * Sunscreen!
- * Clothes for warm weather
- * One outfit for cool weather
- * Money for food – 5 days
- * Picture id for the plane trip
- * Any other necessary items

We will be purchasing food from Costco in California to provide nutritious options for breakfast, lunches and snacks at a low price. This may include but not be limited to fruit (banana, apple, orange), bagels and cream cheese, cheese sticks, protein bars, granola bars, sandwich makings, chips, nuts, bottled water, and muffins. You should however still send money to cover dinners at Disneyland. Students may consider packing some food with your luggage. Careful not to pack foods that will rupture on the plane and get your clothes dirty.

***Allergies: Please indicate allergies on your permission slips. We will handle allergies accordingly. We welcome special requests to make sure all food restrictions are accommodated. Any perishable food items will be stored in hotel fridges (5 chaperone rooms and if needed, 12 student rooms)**

YOUTH EQUITY ADVISORY COMMITTEE

REPORT
Agenda Item #1
January 11, 2024

ORIGINATED BY:

This is an informational update presented to the School Board.

BACKGROUND:

At the direction of the School Board of Directors, the Superintendent initiated a Youth Equity Advisory Committee at the beginning of the 2022-2023 school year. The committee was developed to provide bi-directional communication and learning between students and school district leaders. This collaborative committee is meant to empower district leadership to move forward with decision-making from a place of deeper understanding of the student voice, experience and to ensure students know that they are having a substantial impact on a large organization designed to serve them and their peers.

The committee's specific goals include:

- Sharing insight, expertise, and lived experiences directly with district leaders.
- Balancing students' personal lived experiences with broader input from their peers.
- Understanding and utilizing improvement science to create opportunities for positive change.

Students from each middle school and each high school make up the Youth Equity Advisory Committee. Board of Directors Glenn Wachter and April Dobson currently serve as the Board's liaisons to the committee.

ATTACHMENTS:

- [Youth Equity Advisory School Board Presentation](#)

PRESENTER/STAFF CONTACT:

Khaliyah Williams-Rodríguez, PhD, Senior Director - Equity, Engagement, and Enrollment
Kim Amador, College and Career Teacher on Special Assignment

Youth Equity Advisory Committee



School Board Presentation
January ³⁵ 11, 2024

2022 - Present





What We Did

Youth Equity Advisory Committee

Mission and Purpose

- Share personal knowledge and lived experiences with educators.
- Provide opportunities for student voice and contributions to feel valued, heard, and seen.
- Allow for impactful decisions to be made at the school level, that will improve the overall quality of the student experience.
- Focus on the district's strategic plan that highlights **Student Experience and Success**.



- Discussed personal lived experiences with broader perspective and input from peers.
- Analyzed disaggregated *Youth Truth Survey* data about student experiences across the district.
- Learned and utilized the Improvement Science framework in order to create opportunities for positive change.
- Brainstormed narrative statements to come up with a problem of practice. Create action steps focused on addressing microaggressions.

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NCS Student Investment Account Spending

Student Investment Account Goals

- Meet students' mental or behavioral health needs.
- Increase academic achievement for students, including reducing academic disparities for student groups that have historically experienced academic disparities.

Total Allocation for 2021-2022:
\$12.588 million

Preliminary Projected Allocations:

- 2023-24 - \$12.759 million
- 2024-25 - \$13.280 million

1 Targeted Staffing to Reduce Class Sizes & Case Loads

\$5.5 million

- 16 Elementary Teachers
- 17 MS/HS Teachers
- 14 Special Education Staff
- 5 English Language Development Staff

2 Behavioral Health & Wellness

\$2.6 million

- 5 Counselors
- Contracted Mental Health Services
- 8 Elementary Wellness Teachers
- 5 Social Workers
- 3 Nurses

3 Partnerships with Families & Community Organizations

\$605,000

- 3 Community Outreach Facilitators
- Ready, Set, Go Funding (Wichita & Bilquist)
- 1 Equity & Student Connections Administrator
- Supported YouthTruth, ThoughtExchange, and ParentSquare Programs

4 Professional Learning / Relevant Practices / Effective Instructional Practices

\$2.5 million

- Transitional K-Primary Coordinator
- K-2 Literacy Support
- District Professional Development (Literacy, Grading Practices, Hiring, Equity)
- Administrator for Staff Retention /Recruitment
- I-Ready Platform for Special Education
- Social Emotional Learning Curriculum (K-5)

5 Reducing Barriers for Accessing Academic Interventions & Supports

\$520,000

- REAP/Academics Supports (MAA & MHS)
- 1 Multi-Systems of Support Coach
- Middle School After-school Program
- 2 Bilingual Help Desk Staff



North  Clackamas Schools

Strategic



Plan

2022-2027



Student Experience & Success



We prepare each student through engagement, effective instruction, empowerment, and skill development in order to succeed in life and career

Youth Equity Advisory Committee Details



- Schools Represented**
- Student Demographics**
- Membership of Students**
- Transportation of Students**
- Community and Themes**

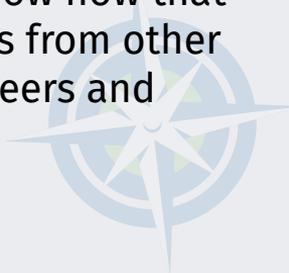


Student Voice

Why are you interested in serving on this committee?

“I think that I will have a valuable perspective for this committee. I want to help educate people on LGBTQ+ issues in our community and hopefully make this school a safer space for students as well as future generations of high schoolers.”

“As an Asian Pacific Islander student, I’ve learned that in order to see change, I have to be directly involved. Being a student in NCS D for almost 10 years, I have experienced and witnessed the many issues of racism, bullying, lack of accountability, and so much more making school an unsafe environment for me and those around me. My parents and grandparents have always told me how important education is and for me to feel unsafe and unwelcomed in an institution that historically was never meant for me, made me feel unworthy of an education. But, I know now that that is false. Through this committee I am hoping to connect with like minded students from other schools, hopefully gain new insight from these students, and make an impact on my peers and change how they view school.”



Microaggressions and Microaffirmations

“Brief and commonplace daily verbal, behavioral, and environmental indignities, whether intentional or unintentional, that communicate hostile, derogatory, or negative slights and insults.” - *Derald Wing Sue*

“As a positive strategy to prevent microaggressions, microaffirmations are small acts that foster inclusion, listening, comfort, and support for people who may feel isolated or invisible in an environment.” - *Powell, C., Demetriou, C., & Fisher, A.*

Youth Equity Student Video Interview (2022-23)



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What We Learned

We Heard Students Say -

- **Affinity groups are really important to us...**
 - We want them to be supported and structured.
- **Racism and microaggressions happen...**
 - We want our teachers, staff, and peers to interrupt them.
- **We appreciate more diverse representation in the curriculum and staffing...**
 - We want staff members to reflect our identities and listen to our stories and perspectives.
- **We are vocal advocates for social justice...**
 - Serious about supporting anti-racism, gender and sexual diversity, safety and inclusion.

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Topics Reviewed in the Youth Truth Survey

YouthTruth

— STUDENT SURVEY —

A NATIONAL NONPROFIT

1. I really feel like [a] part of my school's community.
(disaggregated by identification with LGBTQ+ community)
2. I really feel like [a] part of my school's community.
(disaggregated by race/ethnicity)
3. When talking to students from my school, I feel comfortable talking about my race or ethnicity.
4. When talking to adults from my school, I feel comfortable talking about my race or ethnicity.
5. My school encourages students to speak out against racism.

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Theory of Improvement

Problem of practice goal Statement:

Normalize and destigmatize conversations about race, gender, and identity in our schools

Priorities

Address
Microaggressions

Build
Relationships

Enhance School
Climate and
Culture

Action Steps

Design staff training through a collaborative process with students and equity specialists in order to increase awareness of microaggressions and their impact.

Provide staff training on how to identify and interrupt microaggressions, and how to build stronger connections and inclusivity through the intentional use of microaffirmations.

Hold school staff and educators accountable to addressing and interrupting microaggressions in order to cultivate a safer and more inclusive educational experience for all students.

What Students Found Most Inspiring about the Youth Equity Advisory Committee

“The thing I find most inspiring is the fact that adults are actually listening to students and taking into consideration those who are [historically marginalized] facing microaggressions.”

“I really liked the brainstorming of microaggressions that need to be addressed in order to help staff members understand and recognize any kind of disrespect in the community, as well as comforting the victim being bullied/harassed.”

“Having my ideas affirmed and relating to other student's experiences. It shows that we are not alone in this.”

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Where We Are Going

Moving Forward



- Meet monthly: in-person vs. online
- Continue our learning about microaggressions and microaffirmations
- Design professional learning for school communities about microaggressions and microaffirmations: ***disrupt, discuss, and dismantle***
 - Pilot with a small group of staff members
 - Make adjustments of our lesson and video planning
 - Implement at a larger scale

Moving Forward

- Video design and production
- Plan lesson(s)
- Compile information (*articles, resources, websites*)
- Script writing/role playing



Future Considerations

Solicit Feedback

- ❑ **Equity Response Framework**
- ❑ **Equity Observation Tool for Students**

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Our Time Together



2022-23

In-Person:

- September
- February
- June

Virtual:

- October
- January
- March
- April
- May

2023-24

October

November

December

January

February

March

April

May

**The support of our
School Board members
is needed and appreciated!**

Thank You



SCHOOL BOARD RECOGNITION MONTH

PRESENTATION

Agenda Item #2
January 11, 2024

SUPERINTENDENT'S RECOMMENDATION:

This time is set aside on the agenda to honor and appreciate "School Board Recognition Month" by recognizing the North Clackamas School Board.

BACKGROUND:

The Oregon School Boards Association (OSBA) has set aside the month of January to honor the unpaid elected volunteers who serve on Oregon's 197 local school boards, our 19 education service district boards, and our 17 community college boards. These dedicated local leaders give their personal time and energy to handling the critical tasks of budgeting and overseeing the management of Oregon's public education structure.

OSBA encourages school districts, education service districts, community colleges, mayors and other local officials to join them in celebrating "School Board Recognition Month" in January. By doing so, you can help educate community about the importance of public schools and the people who ensure that Oregon's children receive the education they need to prosper in today's global economy.

ATTACHMENTS:

School Board Recognition Proclamation

PRESENTER / STAFF CONTACT:

Shay James, Superintendent



School Board Recognition Month

in

North Clackamas School District

WHEREAS, school boards create a vision for what students should know and be able to do;

WHEREAS, school boards establish clear standards for student performance;

WHEREAS, school boards ensure that student assessments are tied to established standards;

WHEREAS, school boards are accountable to the community for operating schools that support student achievement;

WHEREAS, school boards align school district resources to ensure that students meet standards;

WHEREAS, school boards create a climate that supports the philosophy that all children can learn at high levels;

WHEREAS, school boards build collaborative relationships based on trust, teamwork and shared accountability; and

WHEREAS, school boards are committed to continuous education and training on issues related to student achievement;

NOW, THEREFORE, I hereby declare my appreciation to the members of the North Clackamas School Board and proclaim the month of January to be School Board Recognition Month.

I urge our community to join me in recognizing the dedication and hard work of local school board members in preparing today's students for tomorrow's world.

Signed:

Dr. Shay James, Superintendent

POLICY REVISIONS

DISCUSSION
Agenda Item #4
January 11, 2024

REASON FOR BOARD CONSIDERATION:

First reading of the attached revised policies.

RECOMMENDATION:

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

BUDGET IMPACT/SOURCE OF FUNDS:

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

ATTACHMENTS:

Drafts of the following policies to review:

Policy	Title	Reason
GCBDA/GDBDA	Family Medical Leave	OSBA August 2023 Update, During the 2023 Legislative Session multiple bills were passed amending Paid Family Medical Leave Insurance (PFMLI) and the Oregon Family Leave Act (OFLA).
GCBDF/GDBDF	Paid Family Medical Leave Insurance	OSBA August 2023 Update, During the 2023 Legislative Session multiple bills were passed amending Paid Family Medical Leave Insurance (PFMLI) and the Oregon Family Leave Act (OFLA). This is a new policy.
IGBB	Talented and Gifted Program	OSBA August 2022 Update, Legal review by OSBA policy staff encourages districts to reduce and consolidate policies and ARs regarding talented and gifted programs. Proposed policy changes align complaint policy to districts existing general complaint procedure (Policy KL)
IGBBA	Identification - Talented and Gifted Students	
IGBBC	Talented and Gifted - Program and Services	Deletion: Content now reflected in IGBB and IGBBA.

PRESENTER / STAFF CONTACT:

Tiffany Shireman, Chief of Staff



Code: GCBDA/GDBDA
Adopted: 12/06/12
Revised/Readopted: 6/22/17

Family Medical Leave

When applicable, the district will comply with the provisions of the Family and Medical Leave Act (FMLA), ~~of 1993~~, the Oregon Family Leave Act (OFLA) ~~of 1995~~, the Military Family Leave Act as part of the National Defense Authorization Acts of 2008 and for Fiscal Year 2010 (which expanded certain leave to military families and veterans for specific circumstances), the Oregon Military Family Leave Act (OMFLA), Paid Family Medical Leave Insurance (PFMLI) ~~of 2009~~ and other applicable provisions of state and federal law, Board policies and collective bargaining agreements regarding family medical leave.

~~FMLA applies to districts with 50 or more employees within 75 miles of the employee's worksite, based on employment during each working day during any of the 20 or more work weeks in the calendar year in which the leave is to be taken, or in the calendar year preceding the year in which the leave is to be taken. The 50 employee test does not apply to educational institutions for determining employee eligibility.~~

~~OFLA and OMFLA applies to districts that employ 25 or more part-time or full-time employees in Oregon, based on employment during each working day during any of the 20 or more work weeks in the calendar year in which the leave is to be taken, or in the calendar year immediately preceding the year in which the leave is to be taken.~~

In order for an employee to be eligible for the benefits under FMLA, ~~the employee~~he/she must have been employed by the district for at least 12 months, ~~and~~ have worked at least 1,250 hours during the past 12-month period ~~and worked at a worksite that employs 50 district employees within 75 miles of the worksite.~~

~~Generally, in~~ order for an employee to be eligible for the benefits under OFLA, ~~the employee~~he/she must work an average of 25 hours or more per week ~~during the~~and have been employed at least 180 calendar days ~~immediately~~ prior to the first day of the start of the requested family medical leave of absence. For parental leave purposes, an employee becomes eligible upon completing at least 180 calendar days immediately preceding the date on which the parental leave begins; ~~there~~. ~~There~~ is no minimum average number of hours worked per week. Special requirements apply during public health emergencies ~~when determining employee eligibility for parental leave.~~

OMFLA applies to employees who work an average of at least 20 hours per week; there is no minimum number of days worked when determining an employee's eligibility for OMFLA.

PMFLI is generally available to district employees who have earned \$1,000 in subject wages or taxable income during the alternate or base years¹, contributed to the PMFLI fund in the alternate or base years and are otherwise eligible.²

Federal and state leave entitlements generally run concurrently.

The superintendent or designee will develop administrative regulations as necessary for the implementation of the provisions of both federal and state law.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)

[ORS 659A.090](#)

[ORS 659A.093](#)

[ORS 659A.096](#)

[ORS 659A.099](#)

[ORS 659A.150 - 659A.186](#)

[ORS 659B.010](#)

[OAR 839-009-0200 - 0320](#)

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

Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654; 5 U.S.C. §§ 6381-6387 (2012); Family and Medical Leave Act, 29 C.F.R. Part 825 (2017).

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

Escriba v. Foster Poultry Farms, Inc. 743 F.3d 1236 (9th Cir. 2014).

Senate Bill 999 (2023).

¹ The wages are not required to have been earned for work in the district.

² See OAR 471-070-1010 for additional information.

Code: GCBDF/GDBDF
Adopted: (This is a new policy)

Paid Family Medical Leave Insurance

The district provides an equivalent plan for paid family and medical leave and does not participate in Paid Leave Oregon provided by the Employment Department. The paid family medical leave insurance plan has been approved by the Employment Department. The district will file the Oregon Quarterly Tax Report as required.

Application

Employees may submit applications for Paid Leave Oregon (PLO) to the equivalent plan through The Standard.

Employee Notice to District

If the leave is foreseeable, the employee must provide the district with written notice at least 30 calendar days prior to the leave. If the leave is not foreseeable the employee must give oral notice to the district within 24 hours of the start of the leave, and must provide written notice within three days after the start of leave. The district requests as much advanced notice as possible.

The notice must include:

1. The employee's first and last name;
2. Type of leave;
3. Explanation of the need for leave; and
4. Anticipated timing and duration of leave, including if it is continuous or intermittent.

Notice need only be given one time, but the employee shall notify the district as soon as practicable if dates of scheduled leave change, are extended, or were initially unknown. This notice does not need to mention PFMLI or PLO to satisfy the notice requirements. Notice may be provided by another party on behalf of the employee in accordance with state law.

Return to Work

Upon completion of leave, the employee is entitled to return to the position held in the district prior to the leave, if that position still exists and if the employee had been employed in the district for 90 days prior to taking leave. If the position no longer exists, the employee is entitled to a position equal to their previous position, with equal benefits, pay and other terms and conditions of employment.

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The district will make available a notice poster that outlines the requirements and procedures for the equivalent plan.¹ This poster will be displayed in each of the district’s buildings or worksites in an area that is accessible to and regularly frequented by employees. This poster will be provided² to remote employees upon hire or assignment to remote work.

END OF POLICY

Legal Reference(s):

[ORS 657B.210 – 657B.260](#)

[OAR 471-070-2200 - 2460](#)

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¹ For poster requirements, see OAR 471-070-2330.

² By hand delivery, regular mail, or through an electronic delivery method.



Code: IGBB
Adopted: 4/04/91
Readopted: 9/20/12; 6/09/22
Orig. Code: IGBB

Talented and Gifted Program

The district is committed to an educational program that recognizes, identifies and serves the unique strengths and needs of students identified as talented and gifted students. Students identified as talented and gifted demonstrate exceptional performance when compared to applicable developmental ~~are those who have been identified as academically talented and/or learning progressions,~~ with consideration given for variations in student's opportunity to learn and to culturally relevant indicators of ability ~~intellectually gifted.~~

The Board directs the superintendent or designee to develop a ~~process for~~ written identification of ~~process for identifying academically talented and intellectually gifted students in grades K through 12.~~ (See Board policy IGBBA – Talented and Gifted Students – Identification**)

The district will develop a

~~A written plan shall be developed that identifies programs or services needed to address the assessed levels of learning and accelerated rates of instruction for talented and gifted learning of identified students in accordance and provides an opportunity for the student's parents to discuss with law.~~ That:

1. Includes a statement of the district policy on the education of talented and gifted students (this policy);
2. Identifies and assesses special talented and gifted programs and services available in the district;
3. States goals related to providing such programs and services, including timelines for achievement;
4. Describes the programs and services intended to accomplish stated goals;
5. Describes how ~~available to the district~~ provides parents an opportunity to discuss ~~student~~ and to provide input on ~~the programs and services~~ for their child;
6. Describes how the district will evaluate progress of the plan; and
7. States the name and contact information for the district's talented and gifted coordinator.¹

The district shall submit such plan to the Oregon Department of Education (ODE) as directed.

The plan will be provided at the school or the district office, when requested, and will be published on the district's website. The district website shall ~~also~~ provide the name and contact information of the district's

¹ For the list of complete requirements of the plan, see ORS 343.397(1).

coordinator of special education and programs for talented and gifted. The district will annually report the name and contact information of the district’s TAG coordinator to ODE.;

Complaints regarding programs and/or services can be filed in accordance with Board Policy KL – Public Complaints, beginning at Step 1. The superintendent or designee may choose to convene a committee in making a decision.

END OF POLICY

Legal Reference(s):

[ORS 343.391 - 343.401](#)

[ORS 343.407 - 343.413](#)

[OAR 581-022-2325](#)

[OAR 581-022-2330](#)

[OAR 581-022-2370](#)

[OAR 581-022-2500](#)

Cross Reference(s):

IGBBA – Identification - Talented and Gifted Students

KL – Public Complaints



Code: IGBBA
Adopted: 9/20/12
Revised/Readopted: 8/25/16

Identification - Talented and Gifted Students**

In order to serve academically talented and intellectually gifted (“TAG”) students in grades K through -12, the district Board directs the superintendent or designee to will establish and continue to employ a written identification process.

This process of identification shall include at a minimum:

1. Use of evidence-based practices that include a variety of tools and procedures to determine if a student demonstrates a pattern of exceptional research-based best practices to identify talented and gifted students from under-represented populations such as ethnic minorities, students with disabilities, students who are culturally and/or linguistically diverse or economically disadvantaged.
2. Behavioral, learning and/or performance and/or achievement that is relevant to information.
- 3.1. A nationally standardized mental ability test for assistance in the identification of TAG intellectually gifted students under ORS 343.395.
- 4.2. Collection and use of multiple modes and methods of qualitative and quantitative evidence to allow appropriate members of a student’s identification team to make a determination about the identification and eligibility of the students for TAG services, supports and/or programs; with no single test or piece of evidence eliminating a student from eligibility.
- 5.3. Use of methods and practices that minimize or seek to eliminate the effects of bias in assessment and identification of students from historically underrepresented populations including, but not limited to:
 - a. Students who are racially/ethnically diverse;
 - b. Students experiencing disability;
 - c. Students who are culturally and/or linguistically diverse;
 - d. Students experiencing poverty; and
 - e. Students experiencing high mobility.
- 6.4. Incorporate assessments, tools and procedures that will inform the development of an appropriate plan of instruction for students who are identified as TAG and describe how information from the assessments, tools and procedures used in the identification for TAG students will be used to support development of the plan of instruction.

7.5. Identify how the educational record under ORS 326.565 of the student being considered will document and reflect the record of the team’s decision and the procedures and data used by the team to make the decision.

The district will provide professional development for staff assigned the responsibility for identification of TAG students.

When a student is identified for TAG, the district shall inform parents of the programs and services available to their student and provide an opportunity for parents to provide input to, and discuss TAG instruction proposed for their student. The instruction provided shall be designed to accommodate the student’s assessed levels of learning and accelerated rates of learning. Parents may request the withdrawal of their student from TAG at any time.

~~8. A nationally standardized academic achievement test of reading or mathematics(e.g., SBAC) for assistance in identifying academically talented students.~~

~~Identified students shall score at or above the 97th percentile on one of these tests. Other students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted, may be identified.~~

If a parent is dissatisfied with the identification process or placement of their student, they may submit an appeal through Board policy KL - Public Complaints and begin at Step 1.

After exhausting the district’s appeal procedure and receiving the district’s final decision, a parent may appeal the decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-002-0001 – 581-002-0023. The district shall provide a copy of the OARs upon request.

END OF POLICY

Legal Reference(s):

[ORS 343.395](#)
[ORS 343.407](#)
[ORS 343.409](#)

[ORS 343.411](#)
[OAR 581-021-0030](#)
[OAR 581-022-2325](#)

[OAR 581-022-2330](#)
[OAR 581-022-2370](#)
[OAR 581-022-2500](#)

Cross Reference(s):

~~IGBBB – Identification – Talented and Gifted Students among Under-represented Populations~~
~~IGBBC – Programs and Services – Talented and Gifted~~
~~KL – Public Complaints~~

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



Code: IGBBC
 Adopted: 9/20/12
 Revised/Readopted: 6/14/18; 2/13/20

Talented and Gifted – Programs and Services**

A district written plan will be developed for programs and services beyond those normally offered by the regular school program. All required written course statements shall identify the academic instructional programs and services to be provided which accommodate the assessed levels and accelerated rates of learning in identified talented and gifted students. The superintendent will remove any administrative barriers that may exist which restrict a student’s access to appropriate services and will develop program and service options.

The Board has established an appeal process for a parent to utilize if they are dissatisfied with the programs and services recommended for their student that has been identified as talented and gifted, and wish to request reconsideration. The appeal process is identified in administrative regulation IGBBA-AR - Appeal Procedure for Talented and Gifted Student Identification and Placement.

The Board has established a complaint procedure to utilize if a person who resides in the district, a student, or a parent of a student attending school in the district has a complaint regarding the appropriateness of programs and services provided for a student identified as talented and gifted. This complaint procedure, IGBBC-AR - Complaints Regarding the Talented and Gifted Program, is available at the district’s administrative office and on the home page of the district’s website. The complainant may file an appeal to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023. The district shall provide a copy of these OARs upon request.

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

END OF POLICY

Legal Reference(s):

- [OAR 581-022-2325](#)
- [OAR 581-022-2330](#)
- [OAR 581-022-2370](#)
- [OAR 581-022-2500](#)



ELECTRICAL UTILITY EASEMENT
LINWOOD ELEMENTARY

DISCUSSION/ACTION
Agenda Item #5
January 11, 2024

SUPERINTENDENT'S RECOMMENDATION:

Adopt resolution granting a non-exclusive easement over a strip of land approximately ten (10) feet in width, extending five (5) feet on each side of the centerline of PGE's systems on the Linwood Property to allow ingress and egress for maintenance, repair, and improvement (including new construction as needed) of PGE's systems as necessary to deliver services by PGE to the District's real property and improvements comprising the Linwood Property.

BACKGROUND:

As our utility provider, PGE installed a temporary overhead powerline to the school after a power outage inquiry discovered a damaged main powerline. The new powerline will provide a permanent resolution and provide a more sustainable and accessible line.

ATTACHMENTS:

PGE Utility Resolution

PRESENTER / STAFF CONTACT:

Cindy Detchon, Assistant Superintendent of Operations

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH CLACKAMAS SCHOOL DISTRICT NO. 12, DECLARING THE PUBLIC NECESSITY TO GRANT AN EASEMENT TO PORTLAND GENERAL ELECTRIC TO PROVIDE NECESSARY SERVICES TO REAL PROPERTY OWNED BY THE DISTRICT FOR THE LOCATION OF SCHOOL FACILITIES (11909 SE LINWOOD AVE, MILWAUKIE, OREGON) AND AUTHORIZING THE NEGOTIATION THEREFORE, AND APPROVING SAID TRANSACTIONS.

WHEREAS, the North Clackamas School District No. 12 (the “District”) is authorized and responsible for, without limitation, the student body, instructional delivery, staffing, safety, supply, and transportation services of a public school system, including the location, construction, occupancy, operation, and maintenance of facilities therefore; and

WHEREAS, the District owns the real property commonly known as 11909 SE Linwood., Milwaukie, Oregon 97222 (the “Linwood Property”) on which the District operates an elementary school.

WHEREAS, the District’s use of the Linwood Property requires services from Portland General Electric (“PGE”) and PGE requires an easement on the Linwood Property to repair existing utility improvements in order to continue providing such services to the District at the Linwood Property, on terms substantially as follows: A non-exclusive easement over a strip of land approximately ten (10) feet in width, extending five (5) feet on each side of the centerline of PGE’s systems on the Linwood Property to allow ingress and egress for maintenance, repair, and improvement (including new construction as needed) of PGE’s systems as necessary to deliver services by PGE to the District’s real property and improvements comprising the Linwood Property. The monetary consideration for this transaction is zero dollars; and

WHEREAS, the consideration and recommendation of the Superintendent and staff is that the grant of the easement in favor of PGE on the Linwood Property on the foregoing terms being negotiated is in the best interest of the District under the totality of the circumstances; and

WHEREAS, the Superintendent and staff, aided by appropriate consultants and professionals, are best suited to complete the agreement to grant the easement to PGE on the Linwood Property by the District; and

WHEREAS, the Board of Directors of the District, having considered and deliberated at a public meeting the public interest and necessity of entering the agreement to grant the easement to PGE on the Linwood Property on the foregoing terms;

BE IT RESOLVED:

1. The proposed grant of the easement to PGE on the Linwood Property, on final terms and conditions to be negotiated by the Superintendent and designees, is approved by this Board of Directors of the District, is ratified and approved as the intention of the District, and the Superintendent and designees are authorized and directed to take such actions as may be reasonable and necessary to negotiate for and grant the easement to PGE on the Linwood Property, including such full faith and credit as the Superintendent and staff shall determine to be in the best interest of the District.

DATED this 11th day of January, 2024.

North Clackamas School District Board of Directors

ATTEST:

ELEMENTARY SCHOOL PLAYGROUND PURCHASES

DISCUSSION/ACTION

Agenda Item #6
January 11, 2024

SUPERINTENDENT’S RECOMMENDATION:

Board approves the purchase from Buell Recreation for replacement playgrounds for the following schools:

Happy Valley Elementary School	\$141,559.00
Riverside Elementary School	\$163,915.00

ORIGINATED BY:

The need to maintain safe play structures for students.

BUDGET IMPACT/SOURCE OF FUNDS:

General Fund, 2024-25 Fiscal Year. Playgrounds are to be installed in the summer of 2024.

These procurements are covered under the NPPGov (National Purchasing Partners) cooperative contract. Under state law and NCSD Procurement Rules, the District is able to utilize cooperative contracts that provide time and cost savings to the District.

BACKGROUND:

Several years ago, the district conducted a study of the condition of school playgrounds and which ones needed to be updated/replaced. Some schools had playground replacements completed as part of the 2016 Capital Construction Bond. The District has replaced 1-2 playgrounds per year since that study.

The playgrounds at the proposed schools are 15 years old and have been determined to be the next highest priority based on the District’s assessment.

The District must implement a playground replacement program in order to maintain safe and reliable play structures for our students and to reduce maintenance costs.

Older playgrounds are more expensive to maintain and increase the risk of injury to students due to equipment failure or damaged parts. Some older structures become so damaged that the parts become impossible to repair or replace.

Input from students and staff has been solicited to determine the particular components of the playgrounds to be installed.

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

STAFF CONTACT:

Cindy Detchon, Assistant Superintendent of Operations

CONTRACT AWARD KITCHEN EQUIPMENT

DISCUSSION/ACTION

Agenda Item #7
January 11, 2024

SUPERINTENDENT’S RECOMMENDATION:

Award contract in the amount of \$748,476.00 to Curtis Restaurant Equipment.

BUDGET IMPACT/SOURCE OF FUNDS:

The source of funding will be the Nutrition Services (Special Revenue) Fund

BACKGROUND:

North Clackamas School District participates in the National School Lunch Program, which requires a limit of net cash resources to an amount that does not exceed three months’ average expenditures for nonprofit school food services. The district’s net cash resources as of June 30, 2023 were in excess of this limit. In response, the district has developed a plan for reducing its net cash resources in this fund to the required amount by replacing and modernizing kitchen equipment.

In 2022, McKinstry Essention, Inc. provided the District with a Facilities Conditions Assessment. This assessment identified kitchen equipment from around the district that was at, or past, its useful life expectancy. Annual repairs to keep equipment in working order is a significant cost to the district. Refrigerators and milk coolers are at an increased risk of losing perishable goods when these appliances stop working. It is crucial to keep all kitchen appliances in working condition to successfully provide student meals.

In November 2023, Curtis Restaurant Equipment provided a quote to replace equipment identified in the District’s Facilities Conditions Assessment. This procurement is for the purchase and installation of identified kitchen equipment from the Facilities Conditions Assessment.

This purchase is covered under the State of Oregon Cooperative Contract #9499. Under State law and NCSD Procurement Rules, the District is able to utilize State contracts which provide time and cost savings 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:

Matt Makara, Executive Director of Finance and Business Services