



# Agenda

North Clackamas School Board  
Thursday, March 7, 2024 - 5:30 PM  
Board Room/YouTube  
12400 SE Freeman Way  
Milwaukie, OR 97222

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

## EXECUTIVE SESSION

Convened under Oregon Laws ORS 192.660 (2)(a), (2)(e), (2)(f) and (2)(i).

NOTICE TO MEDIA: (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2). Representatives of the news media who are permitted to attend executive sessions are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.

**5:30 Superintendent Evaluation**

**5:55 Contract Extensions/Non-Renewals**

**6:05 Real Estate Transaction**

**6:30 Adjourn Executive Session**

## OPEN SESSION

**6:30 Call to Order**

**Community Comments**

**Native Land Acknowledgement**

**3**

**Flag Salute**

**4**

**Minutes - February 22, 2024**

**5**

### Consent Agenda

**A. Employment Changes**

**B. Contract Extensions/Non-Renewals**

**C. Clackamas Education Service District Local Service Plan**

**8**

**D. 2024-2025 School Calendars**

**9**

**E. Student Chromebook Lease Agreement**

**13**

**F. Travel Request - Rex Putnam High School Baseball**

**14**

**G. Travel Request - Rex Putnam High School Dance Team**

**22**

	<b>H. Travel Request - Sabin-Schellenberg Professional Technical Center FFA</b>	<b>30</b>
<b>7:05</b>	<b>1. Arab American Heritage Month - Proclamation</b> Presenter: Kathy Wai	<b>37</b>
<b>7:15</b>	<b>2. NCEA Featured Educator</b>	
<b>7:25</b>	<b>3. Board Reports</b>	
<b>7:35</b>	<b>4. Math Adoption Grades K-12 - Discussion</b> Presenter: Tammy O'Neill	<b>39</b>
<b>8:05</b>	<b>5. Quarterly Financial Report</b> Presenter: Matt Makara	<b>63</b>
<b>8:10</b>	<b>6. 2024-2025 Interdistrict Transfers - Discussion</b> Presenter: Khaliyah Williams-Rodriguez	<b>68</b>
<b>8:25</b>	<b>7. Construction Bid Award: SE 162nd Avenue Extension Project - Discussion/Action</b> Presenter: Cindy Detchon	<b>82</b>
<b>8:30</b>	<b>8. Construction Bid Award: Beatrice Morrow Cannady Elementary School Modular Classroom Installation - Discussion/Action</b> Presenter: Cindy Detchon	<b>83</b>
<b>8:35</b>	<b>9. Contract Award: Board Rooms &amp; Joe Krumm Community Room A/V Equipment Replacement - Discussion/Action</b> Presenter: Cindy Detchon	<b>84</b>
<b>8:40</b>	<b>Adjourn</b>	



## 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**  
**February 22, 2024**  
**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
April Dobson	–	Director
Paul Kemp	–	Director
Tory McVay	–	Director (virtual)
Glenn Wachter	–	Director
Shay James	–	Superintendent (virtual)
Donna Collingwood	–	Board Secretary

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

**Community Comments** -

- Michael Corbus, (on behalf of their daughter Kylie Corbus), Oak Grove, spoke regarding diversity.
- Brandon Germany, Damascus, spoke regarding inclusion and diversity.

April Dobson read the Native Land Acknowledgement. Glenn Wachter led the Pledge of Allegiance.

R23/24-47 **Minutes** – Mitzi Bauer moved, Glenn Wachter seconded the motion to approve the minutes of the regular Board Meeting held January 25, 2024.

Motion passed unanimously, 6-0.

R23/24-48 **Minutes** – Mitzi Bauer moved, Glenn Wachter seconded the motion to approve the minutes of the regular Board Meeting held February 8, 2024.

Motion passed unanimously, 6-0.

R23/24-49 **Consent Agenda** – Glenn Wachter 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 terminations
- Licensed appointments, leaves, and terminations

Motion passed unanimously, 6-0.

R23/24-50 **Classified Staff Appreciation Week Proclamation** - April Dobson moved, Tory McVay seconded the motion to adopt the proclamation recognizing March 4-8, 2024 as Classified Employee Appreciation Week in North Clackamas School District.

Motion passed unanimously, 6-0.

R23/24-51 **Women's History Month Proclamation** - Glenn Wachter moved, April Dobson seconded the motion to adopt the proclamation declaring March 2024 as Women's History Month in North Clackamas School District.

Motion passed unanimously, 6-0.

**Clackamas Education Service District Local Service Plan - Discussion** – Clackamas Education Service District Superintendent Larry Didway gave a review of the Clackamas Education Service District Local Service Plan, authorizing services for 2024-25. Questions and comments from the Board were addressed.

**Clackamas Community College (CCC) Bond Proposal - Presentation**- Clackamas Community College Vice President Jeff Shaffer gave a presentation on their Bond proposal coming up in November 2024. Questions and comments from the Board were addressed.

**2024-2025 School Calendar - Discussion** - Assistant Superintendent of Education Ivonne Dibblee discussed the 2024-2025 calendar for elementary and middle/high school levels, including approval to use recess, parent/teacher conferences and staff professional development hours toward the annual instructional hours calculation as allowed by Oregon Administrative Rule (OAR) 581-022-2320. Questions and comments from the Board were addressed.

**Student Chromebook Lease Agreement - Discussion** – Assistant Superintendent of Operations Cindy Detchon and Director of Technology & Information Services Leigh Anne Scherer discussed the contract in the amount of \$2,665,049.60 to Insight Financial Services for 5,500 student Chromebooks on a four-year lease. Questions and comments from the Board were addressed.

R23/24-52 **Procurement of Modular Classrooms Beatrice Morrow Cannady Elementary School - Discussion/Action** – Assistant Superintendent of Operations Cindy Detchon discussed the procurement of modular classrooms at Beatrice Morrow Cannady Elementary School.

Tory McVay moved, Mitzi Bauer seconded the motion to award contract in the amount of \$281,930.00 to Willscot Mobile Mini for the purchase and installation of one double-classroom unit at Beatrice Morrow Cannady Elementary.

Motion passed unanimously, 6-0.

R23/24-53

**Early Literacy Success Grant - Action** – Glenn Wachter moved, Mitzi Bauer seconded the motion to approve the 2023-2027 Early Literacy Success Grant for submission to the Oregon Department of Education.

Motion passed unanimously, 6-0.

There being no further business to come before the Board, the meeting adjourned at 8:08 p.m.

**Unapproved**

Draft

**CLACKAMAS EDUCATION SERVICE DISTRICT**  
**LOCAL SERVICE PLAN**

**CONSENT C**  
March 7, 2024

**SUPERINTENDENT'S RECOMMENDATION:**

Approve the Clackamas Education Service District Local Service Plan, authorizing services for 2024-2025.

**ORIGINATED BY:**

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

**BUDGET IMPACT/SOURCE OF FUNDS:**

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

**BACKGROUND:**

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

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

**STAFF CONTACT/ PRESENTERS:**

Superintendent, Shay James  
Superintendent of the Clackamas ESD, Larry Didway  
Clackamas ESD Board Chair, Greg McKenzie  
Clackamas ESD Board Member, Wade Byers  
Clackamas ESD Board Member, Len Mills

**2024-2025 SCHOOL CALENDAR**

**CONSENT D**  
March 7, 2024

**SUPERINTENDENT’S RECOMMENDATION:**

Approval of the 2024-2025 calendar for elementary and middle/high school levels, including approval to use recess, parent/teacher conferences and staff professional development hours toward the annual instructional hours calculation as allowed by Oregon Administrative Rule (OAR) 581-022-2320.

**ORIGINATED BY:**

Per Board Policy IC/ICA, the Board must approve the school year calendar. Under OAR 581-022-2320, each school district shall annually adopt and implement a school calendar which provides its students with a minimum number of instructional hours.

**BUDGET IMPACT:**

These proposed 2024-2025 calendars reflect a full school year, including 193 contract days for members of the North Clackamas Education Association.

**BACKGROUND:**

These proposed 2024-2025 calendars include the following number of days:

Level	Student Days	Conference Days	Inservice Days	Teacher Work Days		NCEA Contract Designated Holidays	Total Days
				Report Prep Days	General Work Days		
Elementary	169	2	4	4	8	6	193
Middle School	174	2	3	4	4	6	193
High School	174	2	4	4	3	6	193

**ATTACHMENTS:**

- Attachment A: 2024-2025 Proposed Certified Elementary Calendar
- Attachment B: 2024-2025 Proposed Certified Middle School and High School Calendar

**ANALYSIS:**

The following considerations were applied when developing these calendars and served as filters through which options were developed:

- The calendar is designed to align with District Goals and Objectives related to quality educational services for all students.
- Whenever possible, there is a K-12 alignment of non-contact days for students. Therefore, whenever possible, a family will have children from all levels out of school at the same time and district transportation/nutritional services will be maximized by a minimal number of days with only one or two levels attending school.
- Apply NCS D Equity Lens and consider perspectives of all stakeholders.

- Awareness of other school districts’ and higher educational institutions’ vacations.
- Consider information regarding cultural and religious holidays and observances that individual schools will use when establishing specific events and communicating.
- Whenever possible, the placement of teacher work days and in-service days maintain as many full, 5-day weeks of instruction as possible.
- At high school and middle school levels, each grading period includes as close to the same number of days as possible.
- Whenever possible, middle school and high school aligns day 1 and day 2.
- Whenever possible, the placement of teacher work days and in-service days align to the end of grading periods.
- Whenever possible, elementary non-student days will stagger throughout the week to ensure students are not routinely missing the same area of instruction (e.g. PE, music, media/library or wellness).
- Provision of instructional hours that meet or exceed state requirements.

Prior to the presentation of these proposed calendars to the Board, representatives from each employee group (North Clackamas Education Association, Oregon School Employee Association, North Clackamas Administrators’ Associations and North Clackamas Confidential Employees) provided feedback on an initial draft. This meeting also included a review of the considerations above, neighboring school districts’ 2024-2025 school calendars, university 2024-2025 calendars, and a multicultural holiday/observances calendar. Additionally, the proposed calendars were reviewed for alignment to the certified collective bargaining agreement.

Upon approval by the school district Board of Directors, the 2024-2025 calendars will be shared broadly with the North Clackamas School District community in multiple languages. Also, school administrators and school administrative assistants will be provided with a comprehensive calendar of multicultural holidays and observances to be mindful of when planning for events at each school.

**PRESENTER / STAFF CONTACT:**

Ivonne Dibblee, Assistant Superintendent of Education  
 Patricia Ahrens, Executive Director of Elementary Programs  
 Petra Callin, Executive Director of Secondary Programs



## 2024-2025 LICENSED ELEMENTARY SCHOOL

First Day of School - September 3  
 Last Day of School - June 12  
 6 Holidays  
 4 Report Preparation Days  
 12 Teacher In-service/Work Days  
 2 Conference Days  
 169 Student Days  
 193 Contract Days

AUGUST						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	T	T	T	T	T	31

Student/Contract Days: 0/5

SEPTEMBER						
S	M	T	W	T	F	S
1	H	▲3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Student/Contract Days: 20/21

OCTOBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	SC	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	[31]		

Student/Contract Days: 22/22

NOVEMBER						
S	M	T	W	T	F	S
					T	2
3	RP	5	6	7	8	9
10	H	12	13	14	15	16
17	18	19	20	21	T	23
24	CD	CD	SC	H	SC	30

Student/Contract Days: 12/19

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	SC	SC	SC	SC	SC	28
29	SC	SC				

Student/Contract Days: 15/15

JANUARY						
S	M	T	W	T	F	S
			SC	SC	SC	4
5	T	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	[30]	RP	

Student/Contract Days: 17/20

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	H	18	19	20	21	22
23	T	25	26	27	28	

Student/Contract Days: 18/20

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	SC	SC	SC	SC	SC	29
30	31					

Student/Contract Days: 16/16

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	[10]	RP	12
13	T	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Student/Contract Days: 20/22

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	T	17
18	19	20	21	22	23	24
25	H	27	28	29	30	31

Student/Contract Days: 20/22

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	▲12	RP	14
15	T	17*	18*	SC	20*	21
22	23*	24*	25	26	27	28
29	30					

Student/Contract Days: 9/11

- SC School Closed - Not in Session
- CD Conference Day - School Not in Session
- T Teacher Inservice/Work Day - School Not in Session
- RP Report Preparation - School Not in Session
- [ ] End of Grading Period
- H Holiday - School Not in Session
- Licensed First/Last Report Day

\*Emergency day in event of school closure  
*Final calendar is subject to change due to multiple factors, including bargaining and resources available.*

▲ Student First/Last Day

Board Proposed: 2/22/24



2024-2025 LICENSED MIDDLE/HIGH SCHOOL

First Day of School - September 3

Last Day of School - June 13

6 Holidays

4 Report Preparation Days

7 Teacher In-service/Work Days

2 Conference Days

174 Student Days

193 Contract Day

AUGUST						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	T	T	T	T	T	31

Student/Contract Days: 0/5

SEPTEMBER						
S	M	T	W	T	F	S
1	H	△	3	4	5	6
7						
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Student/Contract Days: 20/21

OCTOBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	SC	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Student/Contract Days: 22/22

NOVEMBER						
S	M	T	W	T	F	S
					[1]	2
3	RP	5	6	7	8	9
10	H	12	13	14	15	16
17	18	19	20	21	T	23
24	CD	CD	SC	H	SC	30

Student/Contract Days: 13/19

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	SC	SC	SC	SC	SC	28
29	SC	SC				

Student/Contract Days: 15/15

JANUARY						
S	M	T	W	T	F	S
			SC	SC	SC	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	F	F	F	[F]	RP	

Student/Contract Days: 18/20

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	H	18	19	20	21	22
23	T	25	26	27	28	

Student/Contract Days: 18/20

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	SC	SC	SC	SC	SC	29
30	31					

Student/Contract Days: 16/16

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	[11]	12
13	RP	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Student/Contract Days: 21/22

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	H	27	28	29	30	31

Student/Contract Days: 21/22

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	△	13
15	RP	17*	18*	SC	20*	21
22	23*	24*	25	26	27	28
29	30					

Student/Contract Days: 10/11

SC
CD
T
RP
[ ]
H
○

School Closed - Not in Session

Conference Day - School Not in Session

Teacher Inservice/Work Day - School Not in Session

Report Preparation - School Not in Session

End of Grading Period

Holiday - School Not in Session

Licensed First/Last Report Day

College & Career Day

\*Emergency day in event of school closure

Final calendar is subject to change due to multiple factors, including bargaining and resources available.

△ Student First/Last Day

Board Proposed: 2/22/24

## **STUDENT CHROMEBOOK LEASE AGREEMENT**

**CONSENT E**  
March 7, 2024

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

Award contract in the amount up to \$2,665,049.60 to Insight Financial Services for 5,500 student Chromebooks on a four-year lease.

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

General Fund

### **BACKGROUND:**

In the 2020-21 and 2021-22 school years, the district acquired 14,962 touchscreen student Chromebooks with the intent of reaching the goal of having a Chromebook for every student. This was accomplished by leasing a large number of devices over a relatively short period of time utilizing one-time and/or reimbursable federal funds. Maintaining the positive instructional approaches teachers have been implementing requires ongoing access to Chromebooks for each student.

Leasing Chromebooks rather than purchasing has several advantages, including:

- Lower upfront costs
- Predictable budgeting
- Student access to newer technology and advanced features with regular upgrades
- Easier to scale up or down when there are population or programmatic changes
- Streamlined disposal and recycling services
- High school students can purchase their Chromebook, upon graduating, for a greatly reduced price

The contract is for four years, to be paid in annual increments of \$666,262.40. This procurement is being made through the OETC (Organization for Educational Technology and Curriculum) cooperative contract #15R with Insight Financial Services. Pricing for the Chromebooks is based upon OETC cooperative contract #16R with PCMG, Inc. Using the OETC cooperative contracts enables the district to benefit from economies of scale and streamlines purchasing timelines. Cooperative procurement allows the district to utilize the formal procurement process conducted by another government agency and complies with Oregon public procurement law and district procurement requirements. 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:**

Cindy Detchon, Assistant Superintendent of Operations  
Leigh Anne Scherer, Director of Technology & Information Services

**TRAVEL REQUEST**

Rex Putnam High School Varsity Baseball

**CONSENT F**

March 7, 2024

**SUPERINTENDENT'S RECOMMENDATION:**

Board approval of the request to travel.

**BACKGROUND:**

Rex Putnam High School is requesting permission for 12 students and 4 chaperones to travel to Anaheim, California for a Spring Break baseball tournament, March 24-28, 2024. The trip will cost approximately \$200 per person to be funded by a Taylor Baseball donation and 99 Pledges fundraiser. This trip is during Spring Break, so students will not miss any school.

**SOURCE OF FUNDS:**

See attached Application for Permission to Travel

**ATTACHMENTS:**

Application for Permission to Travel and required attachments

**STAFF CONTACT:**

Petra Callin, Executive Director of Secondary Programs



2023-2024 Application for Permission to Travel

Received 2/13/24 (RW)

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 Name of group: Varsity Baseball
Dates of travel: March 24th-28th, 2024 Initiator: Chris Kamhoot
Destination: Anaheim, California Application date: 2/09/2024
Number of nights of overnight stay: 4 Time of departure: 0700
Number of school days students will miss: 0

Rationale for missed school days: N/A

Number of students: 12 male 0 female Number of chaperones: 4 male 0 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: Hannah Burns Initial here when completed: HB

Purpose of travel:

Spring break baseball tournament. Preseason team building and bonding.

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

School won't be missed since it's during their Spring Break.

What specific responsibilities have been assigned to the chaperones?

Chaperones will be responsible for bed checks, supervising meals, head counts while managing arrival times for the team. Coaching and supervising while attending the tournament.

**Section II – Budget Information – Cost per Student**

**Expenses (per student)**

- 1. Transportation \$ 672.00
  - 2. Lodging (no home stays) \$ 104.00
  - 3. Meals \$ 180.00
  - 4. Fees/Event Expense \$ 30.00
  - 5. Other \$ 70.00
- Description of other expenses: checked bags
- 6. **Total cost per student (total lines 1 through 5):** \$ 1,056.00
  - 7. # of chaperones 4
  - 8. # of students 12
  - 9. **Total # of students + chaperones** 16
  - 10. **Total cost of participation (Line 6 x Line 9):** \$ 16,896.00
  - 11. Substitute Teachers: (rates are effective 2023-2024)
    - a. # Full-Day Substitute(s) x # of Days @ \$302.95 = \$ Na
    - b. # Half-Day Substitute(s) x # of Days @ \$151.48 = \$ NA
    - c. **Total Sub Cost** \$ NA
- TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.):** \$ 16,896

**Funding**

- 1. Current school account balance: 10,136.00.00
- 2. Amount of fund balance allocated for this trip: 5896.00
- 3. Projected fundraising income\*: 3600.00
- 4. Projected contributions (donations)\*: 5,000.00
- 5. OUT OF POCKET (per student): 200.00

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 16,896.00

\*Describe projected fund-raising activities and contributions:

Taylor Baseball donation and 99 Pledges fundraiser (\$300.00 Per student)

*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): NA

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

Number of miles round trip: NA

\*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): Chris Kamhoot  
Matt Schweitz

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

Enterprise Car Rental, Oversized Vehicles not to exceed district requirements for ground travel. Commercial airline to and from CA. Parents responsible to get students to and from Portland airport.

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): Hampton Inn Irvine East - Lake Forest. 27102 Towne Centre Dr, Foothill Ranch, CA 92610 4 students per room. Coaches will be in separate rooms from students.

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

I have read and understand all trip guidelines.

[Signature]  
Trip Leader Signature

2-12-2024  
Date

**Section IV – Required Attachments for building level approval only.**

The following attachments must accompany this application:

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

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

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

**Section VI – Approval**

Principal Level:  Approved  
 Denied

District Level:  Approved  
 Denied

[Signature] 2/13/2024  
Principal Date

[Signature] 2/20/24  
Executive Director of Elementary/Secondary Date

Date of Board Approval: \_\_\_\_\_

# PUTNAM BASEBALL

## Spring Break Itinerary

### Day 1: Sunday, March 24th

- Arrive at Portland International Airport by 04:30 on Sunday March 24th for check in
- Check bags/ticket check/TSA. Plane departs at 06:52 boarding starts at 06:12
- Once arrived at SNA hopefully by 09:08. Receive our luggage and heads towards Enterprise to pick-up rental cars
- 11:00 leave Enterprise to make our way towards our hotel
- 12:00 Hotel check in and room arrangement
- 13:00 meet in the hotel lobby for lunch
- 13:05 head to In-N-Out
- 14:30 head back to hotel for their free time (gym, pool) (coaches pickup snacks)
- 19:00 have Jimmy Johns ordered for dinner
- 19:00-21:00 Dinner and Team meeting about the week and schedule review
- 22:00 bed checks

### Day 2: Monday, March 25th vs Kennedy High School

- 06:00 for breakfast
- 07:00 meet in front lobby ready to rock
- 07:10 depart hotel
- 07:45 arrive at field
- Game time at 11:00
- 14:00 discuss game overview leave for hotel eat snacks before dinner (bagel, granola bar, fruit and gatorade)
- 14:45 arrive at the hotel. Change and meet back at cars
- 15:15 head to Mountain Mike's Pizza

- 17:00 head back to hotel free time
- 19:00 team trivia/bonding
- 18:00 trivia cleanup and free time
- Bed checks by 22:00

### **Day 3: Tuesday, March 26th**

- 06:00 breakfast
- 08:00 meet in lobby to drive to hike
- 08:30 arrive to hike
- 10:30 head back to hotel to change
- 12:00 pick up lunch FireHouse Subs
- Get to opponents game by 15:00 Claramount vs Canyon Springs
- Leave by 17:00 to watch UCLA vs Santa Barbra
- Games time starts at 18:00
- Head to get dinner around 20:00 and back to hotel
- Bed checks at 22:00

### **Day 4: Wednesday, March 27th**

- 06:00 breakfast (bring snacks!)
- Leave by 08:30 to game
- Arrive at game by 09:00 start time at 11:00
- 14:00 game over eat lunch, head to second location and get ready for game 2 at 15:00 vs Crean Lutheran H.S
- Head back to hotel around 17:30 to change
- Leave for dinner at 18:00 at Islands Fine Burgers
- Head back to hotel by 20:00
- Bed check at 22:00

### **Day 5: Thursday, March 28th**

- 0600 breakfast

- Checkout from hotel
- Leave by 0830 to game vs Anaheim High School
- Game start at 11:00
- Leave for lunch by 13:00 (jimmy johns)
- Head to car drop off/Airport (SNA) by 15:00
- Airport TSA/bag checks 16:00
- Wait, plane departs at 21:06
- Return to PDX 23:34

#### Trip expectations:

Expectations on this trip are the same as when we are home. Remember you're a representation of our program, school, coaches and your parents.

We will stick to the Itinerary as closely as possible.

On a trip we listen closely to directions and set an example to the younger classmen. Younger classmen, you have shown that you can handle yourself on this trip. Moving forward you'll be setting the next example.

#### Locations:

PDX Airport

SNA Airport

Hampton Inn Irvine East- 27102 Towne Centre Dr, Foothill Ranch, CA 92610

Inn-N-Out- 26482 towne centre drive foothill ranch

Jimmy Johns- 6591 irvine centre drive

Mountain Mikes Pizza-22942 ridge route drive lake forest

FireHouse Subs-26592 towne centre drive

Top of the world hike- 28911 Sommet Du Monde, Laguna Beach, CA 92651

Claramount High School- 1601 north indian hill blvd

Jackie Robinson Stadium-100 constitution ave los angeles

**TRAVEL PERMISSION REQUEST**  
Rex Putnam High School Dance Team

**CONSENT G**  
March 7, 2024

**SUPERINTENDENT'S RECOMMENDATION:**

Board approval of the request to travel.

**BACKGROUND:**

Rex Putnam High School is requesting permission for 17 students and 3 chaperones to travel to Anaheim, California to compete in the USA Dance Nationals, March 21-26, 2024. The trip will cost approximately \$588.24 per person to be funded by Phone-A-Thon, Bridge Pedal, Spaghetti Feed/Bunco Night, clothing drive, and Poinsettia sale fundraisers. This trip is during Spring Break, so students will not miss any school.

**SOURCE OF FUNDS:**

See attached Application for Permission to Travel

**ATTACHMENTS:**

Application for Permission to Travel and required attachments

**STAFF CONTACT:**

Petra Callin, Executive Director of Secondary Programs



2023-2024 Application for Permission to Travel

Received 1/29/24

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: Royal Crowns Dance Team
Dates of travel: 3/21-26/2024 Initiator: Amanda Wilcox
Destination: Anaheim, CA Application date: 12/12/23
Number of nights of overnight stay: 5 Time of departure: 10 AM
Number of school days students will miss: 2

Rationale for missed school days:

This is a great opportunity for our dancers to compete at this level of competition. 3/21/24 travel day, 3/22/24 competition day

Number of students: 0 male 17 female Number of chaperones: 0 male 3 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: Hannah Burns Initial here when completed: HB

Purpose of travel:

Compete at USA Dance Nationals

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

Each dancer will work individually with their teachers to get classwork ahead of time. They will make time to complete work before they leave or make other arrangements with their teacher.

What specific responsibilities have been assigned to the chaperones?

Chaperones will be monitoring students during the trip and throughout the competition. They will be responsible for room checks each night and keep students to their planned itinerary of events. Also, making sure they are representing our school respectfully.

**Section II – Budget Information – Cost per Student**

**Expenses (per student)**

- 1. Transportation \$ 30 0
  - 2. Lodging (no home stays) \$ 200
  - 3. Meals \$ 100
  - 4. Fees/Event Expense \$ 300
  - 5. Other \$ 300  
Description of other expenses: ground trans/extra meals
  - 6. **Total cost per student (total lines 1 through 5):** \$ 1200
  - 7. # of chaperones 3
  - 8. # of students 17
  - 9. **Total # of students + chaperones** 20
  - 10. **Total cost of participation (Line 6 x Line 9):** \$ 24000
  - 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.):** \$ 24 000

**Funding**

- 1. Current school account balance: \$ 31,400
- 2. Amount of fund balance allocated for this trip: \$ 14 000
- 3. Projected fundraising income\*: 0
- 4. Projected contributions (donations)\*: 0
- 5. OUT OF POCKET (per student): \$ 588.24

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 24,000

\*Describe projected fund-raising activities and contributions:

See attached list of their completed fundraisers. Participating in the trip is optional, each dancer had the same opportunities to fundraise or pay out of pocket to attend.

*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

n/a

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

Families will be responsible for getting their dancer to and from the Portland airport. Air travel will be used to and from California. Ride shares will be utilized while in Anaheim.

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): Peacock Suites 1745 S Anaheim Blvd, Anaheim, CA 92805. Dancers and chaperones housed in separate rooms.

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.

[Signature]  
Trip Leader Signature

12-13-2023  
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 (NC'SD 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] 1/2/2024  
Principal Date

[Signature] 2/28/24  
Executive Director of Elementary/Secondary Date

Date of Board Approval: \_\_\_\_\_

## RPHS Royal Crown Fundraising

This trip will cost a total of \$1,200 per student. Students will pay an average of \$588.24 out of pocket, this varies by individual student choice of fundraising. The remainder of the cost is being paid by fundraising, scholarships and school budget. No student will be denied participation due to lack of funds.

Our fundraising is as follows:

Phone a thon \$6,290.60  
Bridge Pedal \$1,525.00  
Sponsorship \$4,840.00  
Clothing Drive \$1,472.70  
Spaghetti Feed/  
Bunco Night \$3,621.43  
Poinsettia Sales \$760.00

Total: \$18,509.73

\*Given the continuous fundraising efforts throughout the season, the total amount raised has been reflected in the current account balance featured on page 2 of the travel request.

# Royal Crowns Nationals Trip Itinerary

## **3.21.24**      **Travel Day**

8:00 am      Families drop off their dancer at the Portland, OR airport  
10:00 am      Southwest flight to Orange Co., CA airport  
3:45 pm      Arrive at Orange Co., CA airport  
4:15 pm      Ground Transport to Peacock Suites Hotel  
via EVE/Anaheim Transportation Network  
5:00 pm      Arrive at hotel, check in  
6:00 pm      Gather for dinner at the hotel  
7:00 pm      Team Bonding at the hotel  
10:00 pm      Back to rooms  
11:00 pm      Lights Out

## **3.22.24**      **Anaheim Convention Center, day 1 of national competition**

6:00 am      Get up, grab and go breakfast at the hotel  
7:00 am      Ground Transport to Anaheim Convention Center via ART/Anaheim  
Transportation Network  
7:30 am - 6:00 pm Entire team together either competing or watching performances at the  
Convention Center  
12:00 pm      Bagged lunch at the Convention Center  
6:00 pm      Ground Transport to Peacock Suites via ART/Anaheim Transportation Network  
7:00 pm      BBQ Dinner at the hotel  
8:00 pm      Team Debrief  
10:00 pm      Back to rooms  
11:00 pm      Lights Out

## **3.23.24**      **Anaheim Convention Center, day 2 of national competition**

6:00 am      Get up, grab and go breakfast at the hotel  
7:00 am      Ground Transport to Anaheim Convention Center via ART/Anaheim  
Transportation Network  
7:30 am - 6:00 pm Entire team together either competing or watching performances at the  
Convention Center  
12:00 pm      Bagged lunch at the Convention Center  
6:00 pm      Ground Transport to Peacock Suites via ART/Anaheim Transportation Network  
7:00 pm      BBQ Dinner at the hotel  
8:00 pm      Team Debrief  
10:00 pm      Back to rooms  
11:00 pm      Lights Out

## **3.24.24**      **Disneyland day 1**

7:00 am      Get up, grab and go breakfast at the hotel

8:00 am Ground Transport to Disneyland via ART/Anaheim Transportation Network  
8:30 am Team to break up into groups with chaperones to enjoy the park.  
12:00 pm Team meet up for lunch  
6:00 pm Team meet up for dinner  
11:00 pm Ground Transport to Peacock Suites via ART/Anaheim Transportation Network  
11:30 pm Back to rooms  
11:00 pm Lights Out

**3.25.24 Disneyland day 2**

7:00 am Get up, grab and go breakfast at the hotel  
8:00 am Ground Transport to Disneyland via ART/Anaheim Transportation Network  
8:30 am Team to break up into groups with chaperones to enjoy the park.  
12:00 pm Team meet up for lunch  
6:00 pm Team meet up for dinner  
11:00 pm Ground Transport to Peacock Suites via ART/Anaheim Transportation Network  
11:30 pm Back to rooms  
11:00 pm Lights Out

**3.26.24 Travel Day**

8:00 am Ground Transport to Orange Co., CA airport via EVE/Anaheim Transportation  
Network  
11:30 am Southwest flight to Portland, OR airport  
5:00 pm Arrive at Portland, OR airport  
5:00 pm Families pick up dancer from Portland, OR airport

**TRAVEL REQUEST**

Sabin-Schellenberg Professional Technical Center  
FFA (Ag and Forestry Programs)

**CONSENT H**

March 7, 2024

**SUPERINTENDENT'S RECOMMENDATION:**

Board approval of the request to travel.

**BACKGROUND:**

Sabin-Schellenberg Technical Center is requesting permission for 24 students and 3 chaperones to travel to the Oregon FFA State Convention, March 21-24, 2024 in Redmond, Oregon. This trip will be covered by the chapter budget, fundraising and donations. There will be no out of pocket per student. 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



**Section II – Budget Information – Cost per Student**

**Expenses (per student)**

- 1. Transportation \$ \_\_\_\_\_
- 2. Lodging (no home stays) \$ \_\_\_\_\_
- 3. Meals \$ \_\_\_\_\_
- 4. Fees/Event Expense \$ \_\_\_\_\_
- 5. Other \$ \_\_\_\_\_

Description of other expenses: \_\_\_\_\_

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

7. # of chaperones \_\_\_\_\_

8. # of students \_\_\_\_\_

**9. Total # of students + chaperones \_\_\_\_\_**

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

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

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

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

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

**TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c): \$ \_\_\_\_\_**

**Funding**

1. Current school account balance: \_\_\_\_\_

2. Amount of fund balance allocated for this trip: \_\_\_\_\_

3. Projected fundraising income\*: \_\_\_\_\_

4. Projected contributions (donations)\*: \_\_\_\_\_

5. OUT OF POCKET (per student): \_\_\_\_\_

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

\*Describe projected fund-raising activities and contributions:

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



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

I have read and understand all trip guidelines.

Kathy Mayfield  
Trip Leader Signature

2/26/24  
Date

**Section IV – Required Attachments for building level approval only.**

The following attachments must accompany this application:

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

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

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

**Section VI – Approval**

Principal Level:  Approved  
 Denied

[Signature]  
Principal 2/28/24  
Date

District Level:  Approved  
 Denied

\_\_\_\_\_  
Executive Director of Elementary/Secondary Date

Date of Board Approval: \_\_\_\_\_



**AGRI-SCIENCE & TECHNOLOGY  
NORTH CLACKAMAS LAND LAB**

13021 SE HUBBARD RD

CLACKAMAS, OREGON 97015

(503) 353-5813 [mayfieldk@nclack.k12.or.us](mailto:mayfieldk@nclack.k12.or.us) [luncefordc@nclack.k12.or.us](mailto:luncefordc@nclack.k12.or.us)

Instructors: Kathy Mayfield & Casey Lunceford

**KEEP THIS PAPER FOR REFERENCE**

To: Parents & FFA Members regarding State FFA Convention

Where: Redmond at the Deschutes County Fairgrounds

When: March 21-24, 2024

**Why:** Your son/daughter will have the opportunity to compete in a variety of state-level leadership events, partake in community service, network with students from across the state, meet with college and industry representatives and focus on career and personal development in the area of Agriculture, Natural Resources, Forestry and more. The FFA State Convention is an amazing experience for your students and you. From a college fair to some of the best keynote speakers available to the endless opportunities to grow and make new connections, this convention is one of the highlights of our year. Visit [www.oregonffa.com](http://www.oregonffa.com) for a more detailed schedule of convention activities.

**Student Pack List**

- Money for one lunch and one dinner
- Charger for Electronics
- Toiletries
- Sleep Wear
- Casual clothing for motel (school appropriate)
- Jacket (rain, snow, sun, and cold weather)
- Optional-If you require OTC medication or prescriptions, contact teacher
- Official Dress for 4 days: (jackets, ties/scarves can be checked out to borrow by **March 13**)
  - FFA Jacket
  - FFA Tie or scarf
  - Black closed-toed shoes (dress shoes)
  - Black dress slacks or knee-length skirt
  - Black socks or black nylons
  - White, collared button-up shirt

**Cost:** Motel - \$175. The chapter is paying for registration. If financial help is needed, please contact your instructor.

Meals will be provided through donations.

**All forms must be turned in by: March 13th.**

**Parents:** You are welcome to attend the convention. Please visit [www.oregonffa.com](http://www.oregonffa.com)

Parent registration information can be found at [Oregon FFA Registration](#)

## Itinerary

Thursday, March 21	9:00 am	Leave Land Lab
	2:00 pm	Arrive in Bend-stop for lunch on the way Check into motel: Super 8 3629 SW 21st Place Redmond, Oregon 97756.
	3:30	Registration/Opening Session-Redmond
	10:30 pm	Return to motel
Friday, March 22	7:00 am	Leave motel for convention
	10:30 pm	Return to motel
Saturday, March 23	9:00 am	Leave for convention
	10:00 pm	Return to motel
Sunday, March 24	6:45 am	Leave for convention; Check out of motel
	3:30 pm	Leave for home
	6:00 pm	Dinner on the way home
	7:30 pm	Return to Land Lab

***All students must be picked up from the land lab***

**ARAB AMERICAN HERITAGE MONTH**

**PROCLAMATION**

Agenda Item #1

March 7, 2023

**SUPERINTENDENT’S RECOMMENDATION:**

Adopt the proclamation recognizing April as Arab American Heritage Month in North Clackamas School District.

**BACKGROUND:**

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

Arab America and the Arab America Foundation launched the National Arab American Heritage Month initiative in 2017, with just a handful of states recognizing the initiative. The President of the United States recognized the month of April as National Arab American Heritage Month. In 2022, Congress, the U.S. Department of State, and 45 state governors issued proclamations commemorating the initiative. Oregon passed permanent legislation designating the month of April as National Arab American Heritage Month.

**ATTACHMENTS:**

Proclamation National Arab American Heritage Month

**PRESENTER:**

Kathy Wai, Board Vice Chair



# Arab American Heritage Month in North Clackamas School District

WHEREAS: for over a century, Arab Americans have been making valuable contributions to virtually every aspect of American society: in medicine, law, business, education, technology, government, military service, culture; and

WHEREAS: since migrating to America, men and women of Arab descent have shared their rich culture and traditions with neighbors and friends while also setting fine examples of model citizens and public servants; and

WHEREAS: they brought with them to America their resilient family values, strong work ethic, dedication to education, and diversity in faith and creed that have added strength to our great democracy; and

WHEREAS: Arab Americans have also enriched our society by sharing in the entrepreneurial American spirit that makes our nation free and prosperous; and

WHEREAS: the history of Arab Americans in the US. remains neglected or defaced by misconceptions, bigotry, and anti-Arab hate in the forms of crimes and speech; and

WHEREAS: Arab American issues, such as civil rights abuses, harmful stereotyping, and bullying must be combated in the forms of education and awareness; and

WHEREAS: they join all Americans in the desire to see a peaceful and diverse society, where every individual is treated equally and feels safe; and

WHEREAS: the incredible contributions and heritage of Arab Americans have helped us build a better nation.

**THEREFORE:** the North Clackamas School Board proclaims April 2024 as Arab American Heritage Month in the North Clackamas School District.

Adopted this 7th day of March, 2024.

Signed:

---

Vice Chair, Kathy Wai, School District Board of Directors

**SUPERINTENDENT’S RECOMMENDATION:**

This presentation is for Board information, discussion, and eventual adoption renewal of math curriculum for grades K-12.

**REASON FOR BOARD CONSIDERATION:**

Under OAR 581-022-2355, each school district, on a cycle established by the State Board of Education, shall select and provide students with free appropriate instructional and resource materials. These materials shall contribute to the attainment of district, program, and course or grade level goals and reflect knowledge, trends, and technology in the field.

**BUDGET IMPACT/SOURCE OF FUNDS:**

Funds for the purchase of K-12 math adoption resources are included in the 2023-2024 and proposed 2024-2025 Teaching, Learning, and Professional Development department budget.

**BACKGROUND:**

North Clackamas School District last adopted math materials in 2015. The ODE Adoption Cycle identified 2022-23 as the year to adopt math materials. However, before making such a large financial investment, opportunities for training, planning, and data collection were needed to support a robust pilot, something not feasible in the short timeframe between the release of approved materials by the Oregon Department of Education and the original adoption deadline. Therefore, the NCS D Teaching, Learning, and Professional Development department requested and was granted a postponement from the Board in April 2023.

The math adoption process included the following steps:

- Fall 2022: preliminary community interviews conducted.
- December 2022: First committee review of ODE-approved curriculum.
- January-February 2023: Curriculum provider presentations to committee members; curriculums reviewed and selected by community and staff for pilot.
- August 2023: Initial staff training for pilot
- Fall-Winter 2023: Implementation of pilot curriculum supported by ongoing professional development, including studio lessons facilitated by Teachers Development Group.
- Winter 2023: Teachers, students and parent feedback collected.

Representatives from English Language Development and Special Education were included on all committees.

The materials were selected based on several key features:

- Coherence across K-12
- Use of rich mathematically challenging tasks
- Instruction centered on student thinking and collaboration

- Alignment with the development of a mathematical mindset
- Promotion of students of all abilities, racial, ethnic, and class backgrounds in understanding mathematical ideas, participating in discourse, and solving authentic problems.

**ATTACHMENTS and LINKS TO ADDITIONAL INFORMATION:**

- [K-12 Math Adoption Board Presentation](#)
- [Math Pathways Board Presentation](#)
- [NCTM Catalyzing Change Key Recommendations](#)
- [Closing the Opportunity Gap: A Call for Detracking Mathematics. A Position Statement from the National Council of Supervisors of Mathematics](#)
- [High School Math Pathways Project Communication Toolkit \(Oregon Math Project, 2023\)](#)

**PRESENTER / STAFF CONTACTS:**

Tammy O'Neill, Executive Director of Teaching and Learning & Professional Development  
Dianna Ngai, Associate Director of Teaching & Learning & Professional Development  
Dr. Luke Weinbrecht, Secondary Instructional Coach  
Chelsi Maciag, Elementary Instructional Coach



# Math Adoption

March 7, 2024

Math is the language of the universe.

~Neil deGrasse Tyson



# Curriculum Adoption Process

- Adherence to the Oregon Department of Education's Requirements under Division 22
- Representative of Key Points of the North Clackamas Strategic Plan
- Adhere to the responsibilities expressed in the NCSD Mission and Vision
- Utilizes the North Clackamas School District's Equity Lens



# EVERY Student is a Mathematician

Coherent K-12 Math Programming that allows EVERY student access to:

- Rigorous pathways that prepare them for multiple post-secondary pathways
- Instruction focused on the development of deep conceptual understanding and procedural skills that allow for procedural fluency

Meaningful access to challenging math courses that develop EVERY student's:

- Mathematical mindset
- Ability to think critically and flexibility
- Collaborative skills



# Our Journey

*Each and every child should develop deep mathematical understanding as confident and capable learners, understand and critique the world through mathematics, and experience the wonder, joy and beauty of mathematics.*

*National Council of Teachers of Mathematics, 2020*

# Material Decisions

**Fall 2022**

Community engagement interviews

Review of new Oregon mathematics standards

1

**December 2022**

Selected curricula that align with goals and values for NCS

Committee creation of local scoring rubric

3

**January/February 2023**

Curriculum providers presented and committee determined top two. These two curricula were presented to the community for review

5

2

**October 2022**

ODE released state approved curricula

4

**January 2023**

A committee was formed to decide upon pilot materials. This committee included representation of our diverse teachers, specialists, programs and languages.

45

# Piloting Materials

## Spring 2023

Professional learning was brought to pilot classrooms

## Fall 2023

Teachers and students engage in pilot curricula

## Fall/Winter 2023

Engagement with new material through Teachers Development Group studio lessons

1

3

5

2

4

## August 2023

Teachers received additional training on pedagogical approach, delivery platform, and physical materials

## Fall 2023

Ongoing professional learning and support through PLC, content meetings, staff meetings, and optional supports

## Winter 2024

Collaboration between curriculum providers, coaches and teachers to ensure the integrity of implementation

# Feedback Collection

## Winter 2023

All piloting teachers scored using local scoring rubric citing evidence from the curricula and their experience

## Winter 2023

Community feedback gathered through ParentSquare survey at pilot schools

78% responded positively stating their child's confidence in math sustained or increased!

1

3

5

2

4

## Winter 2023

Student interviews focused on their experiences, self-perception, and hopes

## Winter 2023

Teacher focus groups discussed data related to student performance, experience, and implementation

**Consensus!**  
**K-10 All schools and programs will be aligned!**

## Recommendation



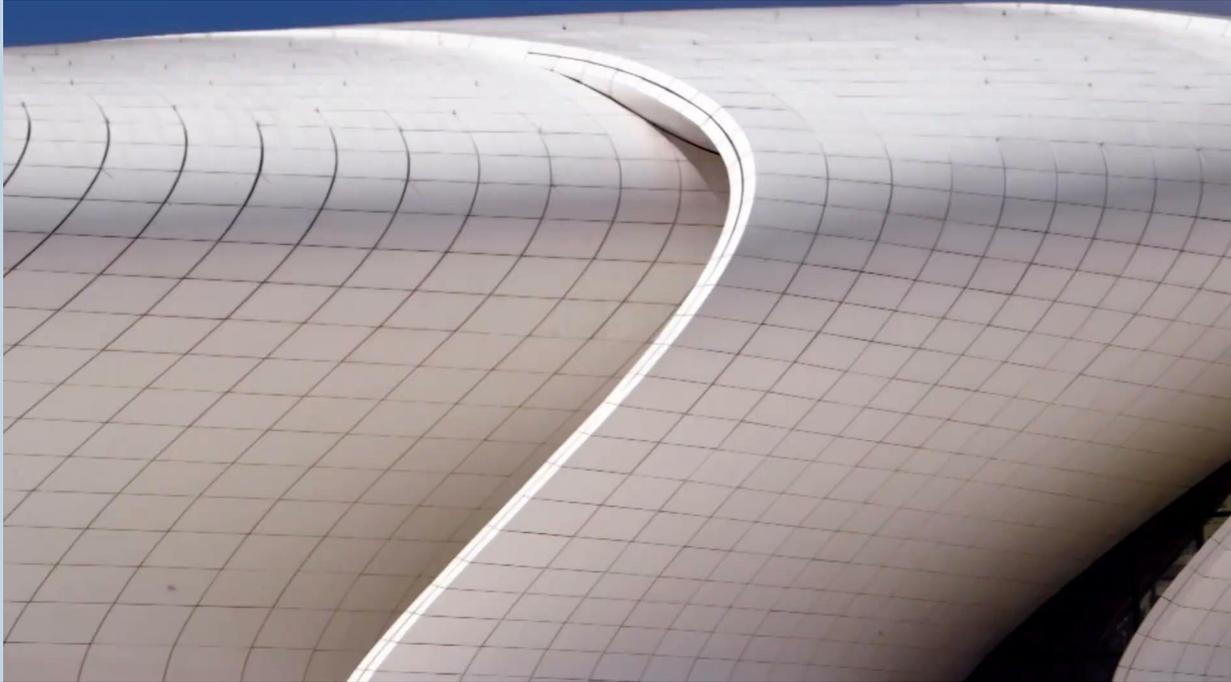
Amplify.



**K-10 Coherent mathematics program  
achieved through adopting Imagine Learning,  
Illustrative Math, and Amplify Math**

48

# Imagine Learning: Inspire Video



49

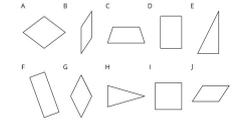
# Imagine Learning: Activity 1

10 4.1 Activity: What Makes These Shapes So?

4) These are squares. These are not squares.



a. Which of the following are squares?  
Circle them.



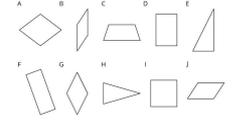
b. What makes a shape a square?

8 4.1 Activity: What Makes These Shapes So?

2) These are rectangles. These are not rectangles.



a. Which of the following are rectangles?  
Circle them.



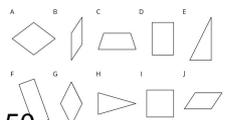
b. What makes a shape a rectangle?

9 4.1 Activity: What Makes These Shapes So?

3) These are rhombuses. These are not rhombuses.



a. Which of the following are rhombuses?  
Circle them.



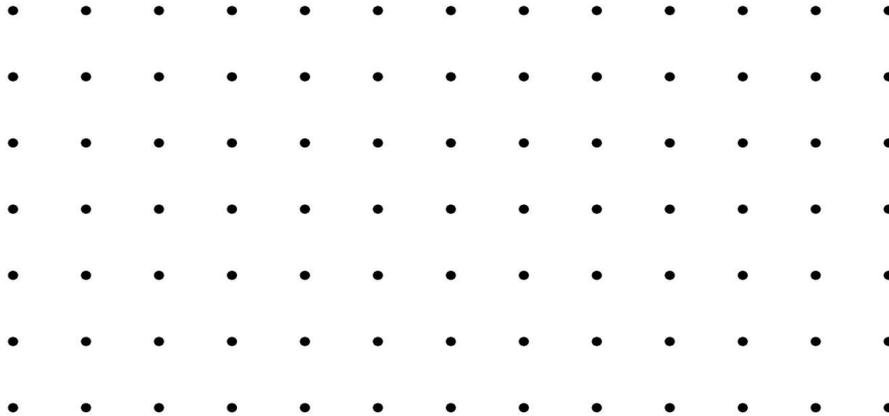
b. What makes a shape a rhombus?

# Activity 2

21 5.2 Activity: Draw One That's Not...



1) Draw a quadrilateral that isn't a square.



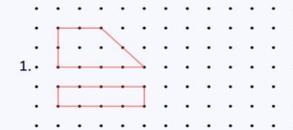
## Teaching notes

### Activity

- "Now, work with your partner to draw a shape for each statement. Be ready to explain how you know each shape matches the description given."
- 7–10 minutes: partner work time

### Student response

Sample Responses:



# Try it!

**Draw examples of quadrilaterals that are not rhombuses, rectangles, or squares.**

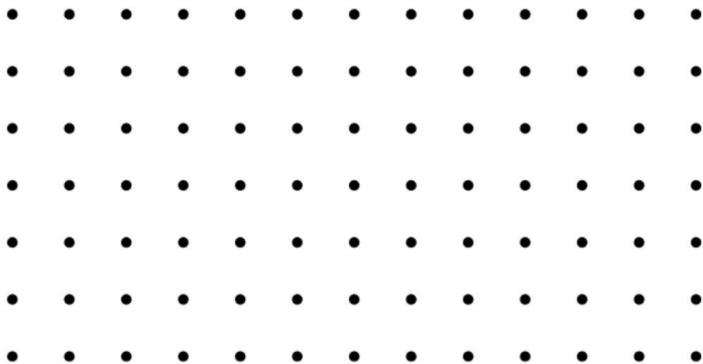
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# Cool Down

30 Actividad de cierre



2) Dibuja un cuadrilátero que no sea un rectángulo, ni un rombo ni un cuadrado.



## Teaching notes

### Student response

2. Sample response: A drawing of a quadrilateral with no right angles and no sides having the same length.

### Response to student thinking

Students only identify the first shape as a quadrilateral or rhombus, but not both.

- **Next day support:** Before the warm-up, pass back the cool down and work in small groups to make corrections.

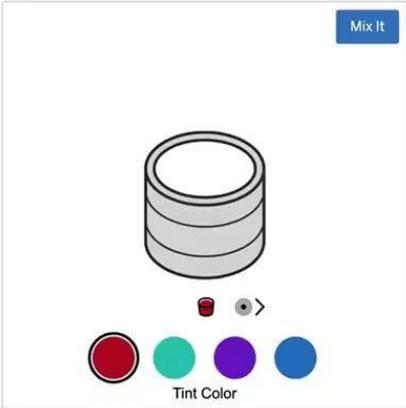
# Math 6

Activity 1  
Student Screen Preview

Press **esc** to exit full screen

## Create Your Ratio

Mix It



The image shows a paint can with a horizontal slider below it. The slider has a red dot on the left and a grey dot on the right, with a right-pointing arrow. Below the slider are four colored circles: red, green, purple, and blue. The text "Tint Color" is centered below these circles.

Paint stores create different colors by using different ratios of white paint to tint.

1. Click to choose a tint color.
2. Drag the point to adjust the amount. Press "Mix It."

Teacher Moves

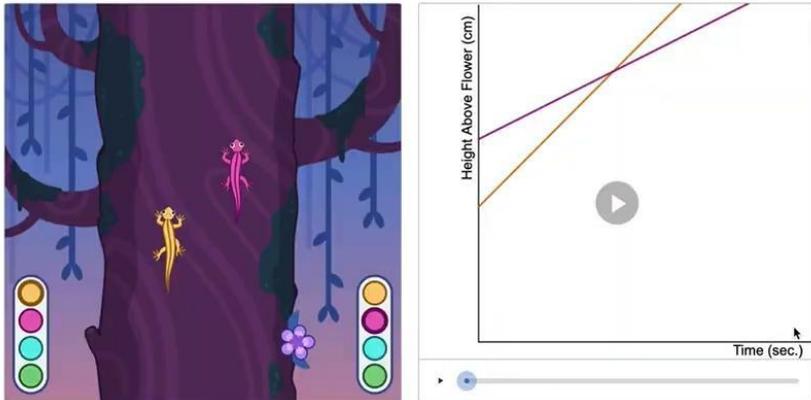
# Advanced Algebra

Warm-Up  
Student Screen Preview

Press **esc** to exit full screen

Warm-Up

Click the circles and press play to see different pairs of lizards walk together.  
Discuss what you notice and what you wonder about the lizards and their graphs.



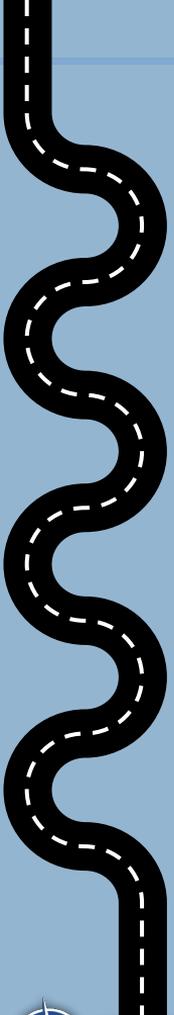
Teacher Moves   Sample Responses   Student Supports

55



# Professional Learning Opportunities

56



## **Year 1: Learning**

**Spring 2024** Coaches, principals, and teacher leaders will begin to receive professional learning on the math framework and new curriculum

**Summer/ Fall 2024** Teachers begin to engage in math framework and curriculum

**2024-2025** Continued professional learning and support through professional learning communities, content meetings, district and building professional development, and lesson studies/studio

## **Year 2: Reflecting and Revising**

**Spring 2025** Revisions to implementation map and math framework

**2025-2026** Continued professional learning and support through professional learning communities, content meetings, district and building professional development, and lesson studies

# Lesson Study & Studio

Lesson Study gives teachers the opportunity to plan, teach, observe and critique their practice and the practice of their colleagues. This job-embedded learning allows teachers in the each study to gain a deeper understanding of how their instruction impacts student achievement. Some of this work is done in partnership with Teachers Development Group



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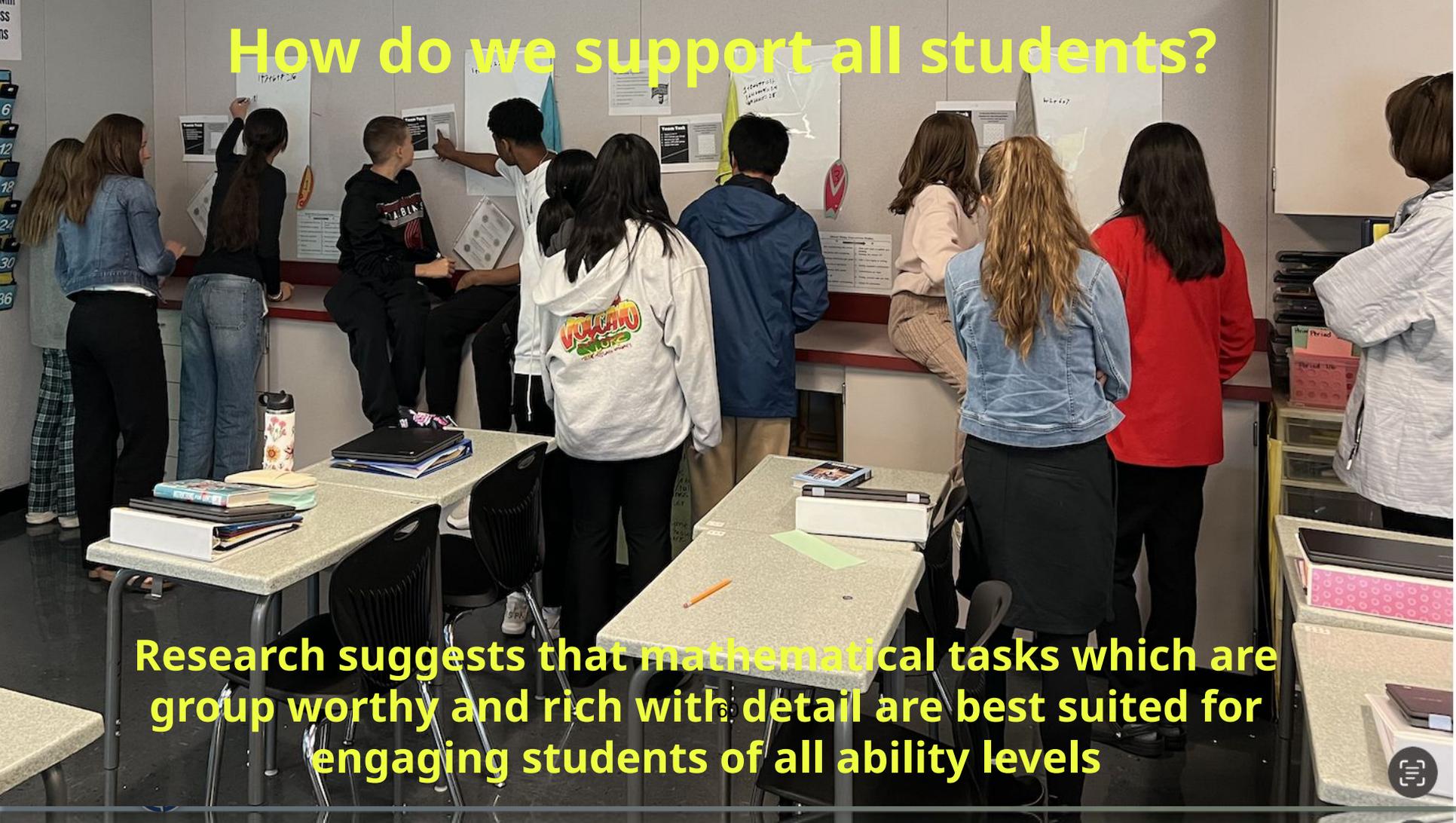
# How do we support all students?

Our Instructional Model includes:

- Core instruction with supports for our diverse learners
- Rich mathematically challenging tasks
- Centers student thinking and collaboration
- Rigorous with depth to create thinkers and mathematicians with multiple entry points
- Math models that connect to the real world
- Dreambox that supports K-8 instruction by adapting to areas for individual student growth including students identified as Talented and Gifted or students who have an Individual Education Plan



# How do we support all students?



Research suggests that mathematical tasks which are group worthy and rich with detail are best suited for engaging students of all ability levels

# Questions?

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## Catalyzing Change in School Mathematics Key Recommendations

	Early Childhood and Elementary	Middle School	High School
<b>Broaden the Purposes of Learning Mathematics</b>	Each and every child should develop deep mathematical understanding as confident and capable learners; understand and critique the world through mathematics; and experience the wonder, joy, and beauty of mathematics.	Each and every student should develop deep mathematical understanding, understand and critique the world through mathematics, and experience the wonder, joy, and beauty of mathematics, which all contribute to a positive mathematical identity.	Each and every student should learn the Essential Concepts in order to expand professional opportunities, understand and critique the world, and experience the wonder, joy, and beauty of mathematics.
<b>Create Equitable Structures in Mathematics</b>	Early childhood and elementary mathematics should dismantle inequitable structures, including ability grouping and tracking, and challenge spaces of marginality and privilege.	Middle school mathematics should dismantle inequitable structures, including tracking teachers as well as the practice of ability grouping and tracking students into qualitatively different courses.	High school mathematics should discontinue the practice of tracking teachers as well as the practice of tracking students into qualitatively different or dead-end course pathways.
<b>Implement Equitable Mathematics Instruction</b>	Mathematics instruction should be consistent with research-informed and equitable teaching practices that nurture children’s positive mathematical identities and strong sense of agency.	Mathematics instruction should be consistent with research-informed and equitable teaching practices that foster students’ positive mathematical identities and strong sense of agency.	Classroom instruction should be consistent with research-informed and equitable teaching practices.
<b>Develop Deep Mathematical Understanding</b>	Early childhood settings and elementary schools should build a strong foundation of deep mathematical understanding, emphasize reasoning and sense-making, and ensure the highest-quality mathematics education for each and every child.	Middle schools should offer a common shared pathway grounded in the use of mathematical practices and processes to coherently develop deep mathematical understanding, ensuring the highest-quality mathematics education for each and every student.	High schools should offer continuous four-year mathematics pathways with all students studying mathematics each year, including two to three years of mathematics in a common shared pathway focusing on the Essential Concepts, to ensure the highest-quality mathematics education for all students.



National Council of Teachers of Mathematics. (2020). *Catalyzing Change in Early Childhood and Elementary Mathematics: Initiating Critical Conversations*. Reston, VA: NCTM.

National Council of Teachers of Mathematics. (2020). *Catalyzing Change in Middle School Mathematics: Initiating Critical Conversations*. Reston, VA: NCTM.

National Council of Teachers of Mathematics. (2018). *Catalyzing Change in High School Mathematics: Initiating Critical Conversations*. Reston, VA: NCTM.

## **QUARTERLY FINANCIAL REPORT**

**REPORT**  
Agenda Item #5  
March 7, 2024

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

Information presented for review and discussion. In accordance with NCSD Policy DFA and DFA-AR Investment of Funds, attached is the quarterly report containing information about the investment portfolio as of December 31, 2023.

### **BACKGROUND:**

#### **Financial Highlights:**

The 2023-24 General Fund ending balance is projected to be approximately \$55.7 million, or 17.99% of revenues and \$10.9 million less than the prior year. The district is currently in a stable financial position as it continues this fiscal year due to current state funding levels, the recent number of limited duration grants, and the vital support of our community in maintaining class sizes with the local option levy.

The 2022-23 ending fund balance becomes the 2023-24 beginning fund balance. The beginning fund balance on the attached Quarterly Financial Report has been adjusted to reflect the fund balance changes between the Budget, which was the best estimate during the budget development process in the spring, and the Activity columns. The projected ending fund balance for 2023-24 continues to be above the Board required minimum.

#### **Notes:**

Forecasted revenue from Investments has been adjusted up \$1,625,000 due to favorable investment conditions. No adjustments have been made to forecasted expenditures at this time.

Some activities not reflected in this report that may impact the forecast in the next quarterly presentation are:

- 1) Potential for increased Investment Income and/or debt reduction
- 2) Changes in how expenses for Licensed Substitutes will be recognized. Substitute costs will be reflected as a Purchased Service rather than as Personnel Costs
- 4) Possible support for deferred maintenance on facilities and facility acquisition
- 5) Changes in student enrollment and other factors which impact State School Fund support.

#### **Investment Report:**

Investment of Funds is outlined in NCSD Policy DFA, requiring quarterly investment information reporting to the Board. The Local Government Investment Pool (LGIP) is one of the primary institutions used for district investments, producing the highest interest rate for short-term investments at this time. The current interest rate is .55% as of December 31, 2023.

In accordance with NCSD Policy DFA and DFA-AR Investment of Funds, attached is the quarterly report containing information about the investment portfolio as of December 31, 2023.

The Investment Portfolio Summary report is a summary of all fixed income investments, the LGIP, bank checking accounts and bank “money market” account balances. The combined portfolio contained \$224.8 million at a weighted average nominal rate of return of 0.30%. This report recaps the percentage of the portfolio invested in each category (i.e. US Government Treasury investments, US Government Agency investments, Corporate Notes) and compares to policy percentage restrictions. As of December 31, 2023 all categories were in compliance with Board Policy. This report also provides the weighted average yield by issuer.

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

**ATTACHMENTS:**

Quarterly Financial Report

Investment Portfolio Summary

Investments by Fund and Maturity Date

**PRESENTER / STAFF CONTACT:**

Matt Makara, Executive Director of Finance and Business Services

**North Clackamas School District No. 12**  
**Quarterly Financial Report**  
**General Fund**  
**For the Period Ended December 31, 2023**

	Budget	2023 - 2024 Activity			
	Adopted Budget 2023-24	YTD Actuals Through 12-31-2023	Encumbrances Through 12-31-2023	Actuals Including Encumbrances	Forecast Through 6-30-2024
<b>REVENUES:</b>					
Beginning Fund Balance (BFB)	\$ 36,684,649	\$ 66,576,553	\$ -	\$ 66,576,553	\$ 66,576,553
State School Fund:					
State Funds	123,826,396	74,426,347	-	74,426,347	123,826,396
Property Taxes	82,762,436	73,248,728	-	73,248,728	82,762,436
Local Option Levy	23,171,329	22,212,592	-	22,212,592	23,171,329
Federal Forest Fees	-	-	-	-	-
Common School Fund	1,931,694	-	-	-	1,931,694
County School Fund	-	-	-	-	-
High Cost Disability Grant	2,000,000	-	-	-	2,000,000
Investment Earnings	375,000	1,156,956	-	1,156,956	2,000,000
Intermediate Sources-CESD	2,808,000	63,483	-	63,483	2,808,000
Other Services and Fees	4,586,596	725,178	-	725,178	4,586,596
Transfers-in	-	-	-	-	-
Subtotal Revenues excluding BFB	\$ 241,461,451	\$ 171,833,283	\$ -	\$ 171,833,283	\$ 243,086,451
Total Revenues including BFB	\$ 278,146,100	\$ 238,409,836	\$ -	\$ 238,409,836	\$ 309,663,004
<b>EXPENDITURES:</b>					
Salaries	\$ 131,271,292	\$ 47,466,340	\$ 75,159,349	\$ 122,625,689	\$ 131,271,292
Benefits	77,019,588	26,377,237	43,319,760	69,696,997	77,019,588
Purchased Services	28,333,040	14,044,000	8,649,553	22,693,553	28,333,040
Supplies & Materials	9,298,875	3,655,375	1,816,545	5,471,920	9,298,875
Capital Outlay	355,000	75,580	34,527	110,107	355,000
Dues and Fees	2,008,745	1,513,338	45,896	1,559,234	2,008,745
Transfers-out	5,674,380	-	-	-	5,674,380
Subtotal Expenditures	\$ 253,960,920	\$ 93,131,870	\$ 129,025,631	\$ 222,157,501	\$ 253,960,920
<b>CONTINGENCY:</b>	\$ 24,185,180	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 278,146,100	\$ 93,131,870	\$ 129,025,631	\$ 222,157,501	\$ 253,960,920
<b>*Projected Ending Fund Balance on 6-30-24</b>					\$ 55,702,084
<b>Projected Ending Fund Balance as a Percentage of Forecasted Revenue at 6-30-2024</b>					<b>17.99%</b>



Investment Portfolio Summary  
12/31/2023

Issuer	Book Value	Percentage of Portfolio	Maximum allowed per Policy	Over	Weighted Ave Yield
<b>US Gov't Treasuries</b>					
US Gov't Treasury	\$ 127,588,813.97	56.75%	100%		0.29%
Sub Total	\$ 127,588,813.97	56.75%	100%		
<b>Municipalities</b>					
	\$ -	0.00%	25%	N/A	
Sub Total	\$ -	0.00%	25%		
<b>US Gov't Agencies</b>					
Federal Home Loan Mortgage	\$ -	0.00%	25%	N/A	0.00%
Sub Total	\$ -	0.00%	100%	N/A	0.00%
<b>Corporate Notes</b>					
	\$ -	0.00%	5%	N/A	0.00%
Sub Total	\$ -	0.00%	35%	N/A	0.00%
<b>Total Investment Portfolio</b>					
	\$ 127,588,813.97	56.75%			0.29%
<b>Banks/Money Market</b>					
US Bank - Bond Checking	\$ 3,876,098.94	1.72%			
Washington Federal MMKT - Fund 100	\$ 21,278,713.46	9.46%			0.15%
US Bank - General Checking	\$ 22,296,453.57	9.92%			
Sub Total - banks	\$ 47,451,265.97				
			<b>LGIP Limit</b>	<b>Under/Over</b>	
LGIP 3581 Bond Fund 420	\$ 6,296,342.44				0.55%
LGIP 4904 General Fund 100	\$ 43,502,318.27				0.55%
Total Cash and Equivalents	\$ 49,798,660.71	22.15%	\$ 59,847,000	10,048,339	
<b>Grand Total</b>					
	\$ 224,838,740.65				0.30%



Investment By Fund and Maturity Date  
12/31/2023

Fund	Type	Settlement	Maturity Date	Total days held	Coupon	Purchase Price	Yield	Original Cost	Remaining balance	Par Amount	Amortized Cost
100	US Treas	12/18/2023	1/25/2024	38	0.000%		5.332%	9,944,794.44	-36,319.42	10,000,000.00	9,963,680.58
100	US Treas	12/18/2023	2/13/2024	57	0.000%		5.362%	9,917,191.70	-63,922.16	10,000,000.00	9,936,077.84
100	US Treas	12/18/2023	3/14/2024	87	0.000%		5.333%	14,812,225.05	-159,716.66	15,000,000.00	14,840,283.34
100	US Treas	12/19/2023	4/16/2024	119	0.000%		5.348%	14,743,654.17	-228,341.62	15,000,000.00	14,771,658.38
100	US Treas	12/18/2023	5/9/2024	143	0.000%		5.282%	34,292,348.61	-643,319.46	35,000,000.00	34,356,680.54
100	US Treas	12/18/2023	6/13/2024	178	0.000%		5.255%	43,878,600.00	-1,039,500.00	45,000,000.00	43,960,500.00
Total General Fund										<u>130,000,000.00</u>	<u>127,828,880.68</u>
Grand Total										<u>130,000,000.00</u>	<u>127,828,880.68</u>

**2024 - 2025 INTERDISTRICT TRANSFERS**

**DISCUSSION**  
Agenda Item #6  
March 7, 2024

**SUPERINTENDENT’S RECOMMENDATION:**

For the 2024 - 2025 school year, approve the following interdistrict transfer slots:

- 101 Interdistrict transfer slots into North Clackamas as shown in Attachment A.
- An unlimited number of interdistrict transfer slots out of North Clackamas.

**ORIGINATED BY:**

This item originated due to the annual school choice transfer cycle, per OAR 581-021-0019.

**BUDGET IMPACT/SOURCE OF FUNDS:**

The district budget is based on the number of students enrolled, Average Daily Membership (ADM). Allowing interdistrict transfers affects the number of students attending schools in the school district, which in turn, affects the revenue received by the school district.

**BACKGROUND:**

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

Oregon law allows additional options for families seeking to attend a public school outside of their neighborhood or school district. Specifically, Open Enrollment and Interdistrict Transfer are two methods of school choice that have historically been available. Open Enrollment was only available during the 2012 - 2018 school years. Students who entered North Clackamas Schools under Open Enrollment, and have maintained continuous enrollment, may remain enrolled through graduation. The focus of this item is on Interdistrict Transfer.

**ANALYSIS:**

The interdistrict transfer slots proposed for 2024 - 2025 in Attachment A were derived using similar criteria to previous years:

- to approve opening slots at schools where the five-year projected enrollment is less than 95% of the physical capacity of the school

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

- During the application period, staff will review projections for each school to determine school or grade level capacity, prior to notification with families.
- Beginning on August 15, 2024, interdistrict transfer slots at any school or grade level where the school's total enrollment or grade level enrollment exceeds the projected enrollment or staffing ratio provided for the school year will be closed for the duration of the school year.
- Hardship interdistrict transfer requests (as allowed in OAR 581-021-0019) will be reviewed by a Committee designated by the Office of the Superintendent approximately three weeks prior to the beginning of the school year and periodically throughout the school year.

**ATTACHMENTS:**

- [Attachment A - IDT IN slots proposed 2024-2025](#)
- [Attachment B - 2023-2024 Written NCSD Transfer Report](#)
- [Attachment C - Interdistrict Transfers for the 2024-2025 School Year](#)

**PRESENTER / STAFF CONTACT:**

Khaliyah Williams-Rodríguez, Senior Director · Equity, Engagement, and Enrollment

### 2024-2025 Projected Interdistrict Transfer Slots

- Slots are allotted based on a 5-year projected enrollment that is less than 95% of capacity.
- During the application period, staff will review projections for each school to determine school or grade level capacity, prior to notification with families.
- Beginning August 15, 2024, interdistrict transfer slots open at any school or grade level where the school's total enrollment or grade level enrollment exceeds the projected enrollment or staffing ratio provided for the school year will be closed for the duration of the school year.
- Hardship interdistrict transfer requests (as allowed in OAR 581-021-0019) will be reviewed approximately three weeks prior to the beginning of the school year and periodically throughout the school year.

Elementary School	Forecast 2029-2030	95% capacity	# of total spaces beyond 95% capacity	# of slots available across the grade levels in the entire school
Ardenwald Elementary	388	475	87	5
Bilquist Elementary	354	427	73	5
Cannady Elementary	461	475	14	0
Duncan Elementary	378	546	168	0
Happy Valley Elementary	409	451	42	0
Lewelling Elementary	269	380	111	5
Linwood Elementary	233	427	194	5
Milwaukie El Puente Elementary	447	475	28	0
Mount Scott Elementary	407	380	-27	0
Oak Grove Elementary	244	403	159	5
Oregon Trail Elementary	463	498	35	0
Riverside Elementary	338	403	65	5
Scouters Mountain Elementary	663	475	-188	0
Spring Mountain Elementary	318	475	157	5
Sunnyside Elementary	403	546	143	5
View Acres Elementary	357	475	118	5
Whitcomb Elementary	431	403	-28	0
<b>Middle School</b>				
Alder Creek Middle School	794	1436	642	8
Happy Valley Middle School	1396	1356	-40	0
Rock Creek Middle School	890	1223	333	5
Rowe Middle School	708	1197	489	8
<b>High School</b>				
Clackamas High School	1197	1782	585	5
Milwaukie High School (incl. MAA)	1193	1596	403	10
Nelson High School	1845	1729	-116	0
New Urban High School	91	313	222	10
Putnam High School	1007	1436	429	10

**INTERDISTRICT TRANSFER REPORT, 2023 - 2024**

**BACKGROUND**

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

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

**2023-2024 DATA**

For the 2023 - 2024 school year, North Clackamas opened 70 slots for Interdistrict Transfers. In addition, North Clackamas opened an unlimited number of interdistrict transfer slots out of the school district. Below is an explanation of how those slots were utilized and how many hardship requests were met as of November 1, 2023.

Interdistrict Transfers Outside of North Clackamas School District
109 students residing in North Clackamas School District applied for and received an interdistrict transfer out of the North Clackamas School District. 52 were elementary school students, 25 were middle school students, and 32 were high school students. Most transferred to the Portland Public School District, Gladstone School District, Oregon City School District, or West Linn-Wilsonville School District.
Interdistrict Transfers Into the North Clackamas School District (slot-based):
38 students residing outside of the North Clackamas School District have received slot-based transfers into NCS. Of these, 14 are elementary students, 6 are middle school students, and 17 are high school students. The majority of these students reside in the Oregon City and Gladstone School Districts.
Interdistrict Transfer Into the North Clackamas School District (hardship):
4 students residing outside of North Clackamas School District have received hardship interdistrict transfers into North Clackamas for the 2023-2024 school year.

### **CONCLUSIONS**

An analysis of 2023-24 student transfer data as of 11/1/23 shows:

- 151 students utilized some form of the interdistrict transfer process to change school districts. This is equivalent to .008% of our current student population.
- 38 students accessed and obtained the interdistrict transfer slots for schools within our district, that were previously approved by the School Board. In addition, four students accessed the interdistrict transfer slots for schools within our district through a hardship request.
- Based on students registered in North Clackamas School District at the time of release, the loss of students was equivalent to 109. These 109 students requested a transfer out of the North Clackamas School District.
- The gain of students transferring into the North Clackamas School District was equivalent to 67. These 67 students requested entry into the North Clackamas School District.

**This net increase of 67 students represents an approximate \$536,000.00 increase in district state school support.** This accounting is an estimate because the exact amount of revenue for each specific student and the cost to educate due to unique learning needs are unknown.

Note: While not part of the interdistrict transfer process, the number of students residing in North Clackamas and enrolling in non-North Clackamas School District web academies is equivalent to 1.6% of the total North Clackamas student population. This number increased slightly during the pandemic, and has remained steady since the fall of 2021.



# Interdistrict Transfers 2024 - 2025

# Current Methods for Enrolling Students Who are Non-Residents of North Clackamas Schools

- Interdistrict Transfer
  - Slot-based system
  - Hardship
- Charter School
- Guardianship
- McKinney Vento · Homeless · Foster Care
- Court Placement



# Interdistrict Transfer (per OAR 581-021-0019)

- Slot-based system for transfer requests into North Clackamas Schools
- Lottery process for transfer requests into North Clackamas Schools
- Remaining slots available on a first-come, first-served basis
- Hardship transfers available by application (pending space-available)
- Requires resident district's "release" of the student; not all districts release students to another district
- Student is considered a resident of the attending district until student graduates, no longer required to attend school, or attends a different school district
- Revocation of the transfer allowed for non-adherence to attendance or behavioral guidelines<sup>75</sup>

# Methods for Enrolling Students Who are considered “Non-Residents”

## Method for determining slots INTO North Clackamas Schools:

- 5-year projected enrollment of <95% of building capacity
- During the application period, staff will review projections for each school to determine school or grade level capacity, prior to notification with families.
- Beginning on **August 15**, interdistrict transfer slots at any school or grade level, where the school’s total enrollment or grade level enrollment exceeds the projected enrollment or assigned staffing ratio, will be closed for the duration of the school year.

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# Proposed Interdistrict Transfer 2024 - 2025

Elementary School	Forecast 2029-2030	95% capacity	# of total spaces beyond 95% capacity	# of slots available across the grade levels in the entire school
Ardenwald Elementary	388	475	87	5
Bilquist Elementary	354	427	73	5
Cannady Elementary	461	475	14	0
Duncan Elementary	378	546	168	0
Happy Valley Elementary	409	451	42	0
Lewelling Elementary	269	380	111	5
Linwood Elementary	233	427	194	5
Milwaukie El Puente Elementary	447	475	28	0
Mount Scott Elementary	407	380	-27	0
Oak Grove Elementary	244	403	159	5
Oregon Trail Elementary	463	498	35	0
Riverside Elementary	338	403	65	5
Scouters Mountain Elementary	663	475	-188	0
Spring Mountain Elementary	318	475	157	5
Sunnyside Elementary	403	546	143	5
View Acres Elementary	357	475	118	5
Whitcomb Elementary	431	403	-28	0
<b>Middle School</b>				
Alder Creek Middle School	794	1436	642	8
Happy Valley Middle School	1396	1356	-40	0
Rock Creek Middle School	890	1223	333	5
Rowe Middle School	708	1197	489	8
<b>High School</b>				
Clackamas High School	1197	1782	585	5
Milwaukie High School (incl. MAA)	1193	1596	403	10
Nelson High School	1845	1729	-116	0
New Urban High School	91	313	222	10
Putnam High School	1007	1436	429	10

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

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## Proposed Transfers OUT of NCSD 2024 - 2025

- Release all families who apply
- Same practice as for the last eight school years
- Has **not** resulted in a net loss of student enrollment
- This decision can be revisited at any time by the School Board

# Timeline: Interdistrict Transfers (into NCSD)

- March 7: Interdistrict Transfer Recommendations
- April 11: Return for NCSD School Board Action
- April 17: Begin community and staff communication
- April 24 - May 15: Application period
- May 16 - May 17: Lottery, if needed
- May 22 - 24: Families notified of decision
- June 9: Determine remaining slots
- June 12: Open remaining slots on a first-come first-served basis
- August: Review hardship requests
- August 15: Close interdistrict transfers at grade levels that are over enrollment projection

## Timeline: Interdistrict Transfers (out of NCSD)

- March 7: Interdistrict Transfer Recommendations
- April 11: Return for NCSD School Board Action
- April 17: Issue transfer releases for 2024 - 2025 school year



# Discussion

**CONSTRUCTION BID AWARD:**  
**SE 162<sup>nd</sup> AVENUE EXTENSION PROJECT**

**DISCUSSION/ACTION**

Agenda Item #7

March 7, 2024

**SUPERINTENDENT'S RECOMMENDATION:**

Approve awarding the SE 162<sup>nd</sup> Avenue Extension Project to Western United Civil Group for a total award not to exceed \$2,399,000.00.

**BUDGET IMPACT/SOURCE OF FUNDS:**

The source of the funds will be the 2016 Bond Funds

**BACKGROUND:**

The voters approved a capital projects Bond measure in November 2016. Building a portion of 162<sup>nd</sup> Avenue as required was a bond commitment at Scouters Mountain Elementary School. An extension of 162<sup>nd</sup> Avenue and a new driveway to Scouters Mountain Elementary School was a City of Happy Valley requirement at the time that the school was built and was deferred by the City until now to connect the other sections of 162<sup>nd</sup>.

The scope of work for this bid award includes a new roadway at SE 162<sup>nd</sup> Avenue and a new driveway at Scouters Mountain Elementary School. The scope also includes clearing, grubbing, excavation, grading, paving, curbs and sidewalks, underground utilities, street lights, landscaping, street signage, and striping.

In February 2024, staff solicited bids for construction services for the project.

Four bids were received on the project.

Work is scheduled to start in May of 2024 and be completed in September of 2024.

Western United Civil Group has not worked for the District in the past but holds a Public Works Bond and has been deemed a Responsible Contractor by the Oregon Department of Transportation.

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

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

**PRESENTER / STAFF CONTACT:**

Cindy Detchon, Assistant Superintendent, Operations

**CONSTRUCTION BID AWARD:**  
**BEATRICE MORROW CANNADY ELEMENTARY SCHOOL**  
**MODULAR CLASSROOM INSTALLATION PROJECT**

**DISCUSSION/ACTION**

Agenda Item #8

March 7, 2024

**SUPERINTENDENT’S RECOMMENDATION:**

Approve awarding the Beatrice Morrow Cannady Elementary School Modular Classroom Installation Project to Buildskape LLC for a total award not to exceed \$502,026.00.

**BUDGET IMPACT/SOURCE OF FUNDS:**

The source of the funds will be the 2016 Bond Funds

**BACKGROUND:**

Annually, the district contracts with demographers to review and update a ten-year enrollment projection. This is analyzed by staff for budgetary, staffing, and school capacity impacts. The housing growth continues to impact the district, particularly along the 172nd Avenue corridor in Happy Valley. Until the district can pass a future capital construction bond levy or secure other funding to add a new elementary school, some schools will experience capacity and crowding issues. The District identified the need for additional classrooms at Beatrice Morrow Cannady Elementary in the immediate future. Willscot / Mobile Mini has been contracted separately to supply and deliver the modular classroom. This contract is for the required site work for the modular classrooms.

The scope of work for this bid award includes all site preparation and modifications, including waterlines, sewer, storm drainage, grading, irrigation, seeding, fencing, electrical and plumbing utilities as well as low voltage for a complete installation of one (1) modular classroom buildings (two classrooms) at Beatrice Morrow Cannady Elementary School.

In February 2024, staff solicited bids for construction services for the project. Three bids were received on the project. Work is scheduled to start and be completed during the summer of 2024.

Buildskape LLC has not previously worked with the District, but they have completed successful projects with BBL Architects. They hold a Public Works Bond and have been deemed as a Responsible Contractor by Clackamas Education Service District and Metro Regional Government.

In alignment with North Clackamas School District Equity Policy, the District desires to increase the percentage of North Clackamas School District contract dollars paid to firms that are certified by the State of Oregon Certification Office for Business Inclusion and Diversity ("COBID") as Minority Business Enterprise Program (MBE); Women Business Enterprise Program (WBE); Emerging Small Business Program (ESB); Service Disabled Veteran Business Enterprise (SDVBE); Disadvantaged Business Enterprise (DBE), or that self-identify as qualifying to be certified as COBID. North Clackamas School District promotes and strongly encourages the utilization of COBID firm or firms that self-identify as qualifying to be a COBID firm. Buildskape LLC is a registered Emerging Small Business with the State of Oregon and will provide a list of COBID subcontractors to the district.

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

**PRESENTER / STAFF CONTACT:**

Cindy Detchon, Assistant Superintendent of Operations

**CONTRACT AWARD:**  
**BOARD ROOMS & JOE KRUMM COMMUNITY ROOM**  
**A/V EQUIPMENT REPLACEMENT**

**DISCUSSION/ACTION**  
Agenda Item #9  
March 7, 2024

**SUPERINTENDENT'S RECOMMENDATION:**

Award contract to Keycode Media for the District Office Board Rooms and the Joe Krumm Community Room Audio Video Equipment Replacement Project for the sum of \$255,468.66.

**BUDGET IMPACT/SOURCE OF FUNDS:**

General Fund

**BACKGROUND:**

The District identified a need to replace and reconfigure the District Office Board Rooms and Joe Krumm Community Room audio/video systems. The majority of the changes will occur in the District Office Board Rooms, where multiple projectors are not currently working and the current vendor no longer supports the system. The Joe Krumm Community Room will receive an upgrade to match configurations and interfacing to the Board Rooms to improve user functionality such as the same procedure(s) to operate both systems. The scope of work also includes a complete system replacement in the Board Rooms, which will allow for more flexible room configurations and easier live stream options, new touch panel controls, projectors, cameras, etc. Some devices and equipment will be reused.

Proposals were publicly solicited in January of 2024, and four proposals were received in February, 2024. Costs of the proposals ranged from \$216,633 to \$364,510. An evaluation committee determined Keycode Media to be the most qualified proposal.

Work may begin in the Spring and is scheduled to be completed in June 2024.

Key Code Media is familiar with the District and completed a Broadcast Center Lighting Project at the Sabin-Schellenberg Professional Technical Center in 2023.

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:**

Cindy Detchon, Assistant Superintendent, Operations