



Agenda

North Clackamas School Board
Thursday, June 5, 2025 6:30 PM
Boardroom/YouTube
12400 SE Freeman Way
Milwaukie, OR 97222

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

OPEN SESSION

6:30	Call to Order	
	Community Comments	
	Native Land Acknowledgement	3
	Flag Salute	4
	Minutes - May 22, 2025	5
	Minutes - May 27, 2025	7
	Consent Agenda	
	A. Employment Changes	
	B. Non-Licensed Administrator Continuation of Contract 2025-2026	
	C. 2025-2026 Middle School and High School Student Fee Schedules	8
	D. Travel Request - Clackamas High School Football	11
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	G. Travel Request - Rex Putnam High School Kingsman Thunder	46
	Drumline	
	H. Travel Request - Rex Putnam High School Cross Country	54
7:05	1. North Clackamas Education Association (NCEA)	
7:15	2. Outgoing Board Member Recognition	
7:25	3. Board Reports - Chair and Vice Chair Interest	
7:35	4. 2025-2026 Alternative Placements - Discussion	61
	Presenter: Ivonne Dibblee	
7:40	5. Policy Revisions - Discussion	63
	Presenter: Ivonne Dibblee	

7:45 6. Budget Hearing

7:50 7. Resolution for Fiscal Year 2025-26: Adopting the Budget, Making Appropriations, Imposing and Categorizing the Tax - Action 71

Presenter: Matt Makara

7:55 8. Construction Excise Tax Rate Approval - Action 73

Presenter: Matt Makara

8:00 Adjourn



Native Land Acknowledgment

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



Flag Salute

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

NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
May 22, 2025
Boardroom/YouTube

Open Session

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

Kathy Wai	-	Chair
Jena Benologa	-	Vice Chair
Mitzi Bauer	-	Director
April Dobson	-	Director
Glenn Wachter	-	Director
Shay James	-	Superintendent
Donna Colingwood	-	Board Secretary

Also present were Ivonne Dibblee, Teresa Neff-Webster, Petra Callin, Patricia Ahrens, Tammy O’Neill, and Matt Makara, and Michelle Riddell.

Community Comments -

- Amber Bostrom, Milwaukie, spoke about support of Native students.

- Chenoa Landry, Happy Valley, spoke about support of Native students.

Jena Benologa read the Native Land Acknowledgement. Glenn Wachter led the Pledge of Allegiance.

R24/25-75

Minutes - Mitzi Bauer moved, Glenn Wachter seconded the motion to approve the minutes of the regular Board Meeting held May 8, 2025.

Motion passed 5-0 - Bauer, Benologa, Dobson, Wachter, Wai voted yes.

R24/25-76

Consent Agenda – April Dobson moved, Jena Benologa 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 Chief of Human Resources & Business Services:

- Administrative appointments and terminations

- Licensed additional assignments and terminations

(CARE) Community After-School Relationship Enrichment Program Update & Fees - Approve the proposed fee increases

Health Adoption Grades K-12 - Approve the adoption of the proposed health curriculum for grades K-12

Charter Contract - Clackamas Middle College - Approve the proposed five-year contract for the Clackamas Charter Alliance - Clackamas Middle College

Charter Contract - Clackamas Web Academy - Approve the proposed five-year contract for the Clackamas Charter Alliance - Clackamas Web Academy

Motion passed 5-0 - Bauer, Benologa, Dobson, Wachter, Wai voted yes.

R24/25-77

Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Pride Month - Proclamation - Jena Benologa moved, Mitzi Bauer seconded the motion to adopt the proclamation recognizing June 2025 as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Pride Month in North Clackamas School District.

Motion passed 5-0 - Bauer, Benologa, Dobson, Wachter, Wai voted yes.

2025-2026 Middle School and High School Student Fee Schedules - Discussion - Executive Director of Secondary Programs Petra Callin discussed the 2025-2026 middle school and high school fee schedules. Questions and comments from the Board were addressed.

Wireless Communication System: Vocera Contract - Discussion/Action - Chief of Operations Teresa Neff-Webster and Director of Safety, Security & Risk Management David Kruse discussed the Vocera Wireless Communication System. Questions and comments from the Board were addressed. This will be brought back at a future board meeting.

There being no further business, the meeting adjourned at 7:30 p.m.

Unapproved

NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
May 27, 2025
Boardroom/YouTube

Executive Session With due notice having been given and a quorum present, Chair Kathy Wai convened executive session under ORS 192.660(2)(f), at 6:48 p.m. with the following members present:

Kathy Wai	-	Chair
Jena Benologa	-	Vice Chair
Mitzi Bauer	-	Director
April Dobson	-	Director
Paul Kemp	-	Director
Tory McVay	-	Director
Shay James	-	Superintendent
Donna Colingwood	-	Board Secretary

Also present were Ivonne Dibblee, Michelle Riddell, Teresa Neff-Webster, Matt Makara and David Kruse.

Executive Session adjourned at 7:05 p.m.

Open Session Chair Kathy Wai convened open session at 7:06 p.m.

R24/25-78 **Wireless Communication System: Vocera Contract - Discussion/Action** - Chief of Operations Teresa Neff-Webster and Director of Safety, Security & Risk Management David Kruse discussed the Vocera Wireless Communication System. Questions and comments from the Board were addressed.

Tory McVay moved, Mitzi Bauer seconded the motion to approve awarding the Wireless Communication System contract to Vocera Communications, for a sum not to exceed \$1,840,000.

Motion passed 6-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wai, voted yes.

There being no further business, the meeting adjourned at 7:24 p.m.

Unapproved

**2025-2026 MIDDLE SCHOOL AND HIGH SCHOOL
STUDENT FEE SCHEDULES**

CONSENT C
June 5, 2025

SUPERINTENDENT’S RECOMMENDATION:

Approval of the 2025-2026 Middle School and High School fee schedules.

ORIGINATED BY:

This is an annual agenda item.

REASON FOR BOARD CONSIDERATION:

Per board policy JN: Student Fees, Fines, and Charges, the Board must review and approve student fees annually.

BACKGROUND:

NCSD strives to keep school-associated costs and fees as low for students and families as possible. We have kept fees static for several years and have actively worked to ensure that we do not place undue burden on families. For 2025-2026 both the middle and high schools are maintaining their existing school-based fee structures at the current rates. We are removing technology insurance and obsolete fees.

PROPOSED REVISIONS TO FEE SCHEDULES:

This proposal outlines revisions to the district's fee schedules for both middle and high schools. Obsolete fees will be expunged from the middle school fee sheet, and course names on the high school SSC sheet will be updated to reflect current offerings. Additionally, the technology insurance plan will be discontinued and removed from both fee schedules.

ATTACHMENTS:

- Proposed draft of the 2025-2026 North Clackamas Middle School Fee Schedule
- Proposed draft of the 2025-2026 North Clackamas High School Fee Schedule

PRESENTER / STAFF CONTACT:

Petra Callin, Executive Director of Secondary Programs



**NORTH CLACKAMAS SCHOOL DISTRICT
2025-26 MIDDLE SCHOOL FEE SCHEDULE**

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

Art Classes*	\$20 per semester
After School Athletics (Cross Country and/or Track and Field)	\$50 per sport
Drama/Theater	\$20 per semester
FACS/Foods (all classes)	\$20 per semester
Technology/Engineering Arts	\$20 per semester
Instrument Rental Fee	Cost will vary
Student Body Activity Fee	\$5
Student Body Card Replacement	\$5
Yearbook	\$20
Field Trips	Actual cost

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



**NORTH CLACKAMAS SCHOOL DISTRICT
2025-26 HIGH SCHOOL FEE SCHEDULE**

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

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

*This fee is under review.

TRAVEL PERMISSION REQUEST
Clackamas High School Football

CONSENT D
June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Clackamas High School is requesting permission for 90 students and 14 chaperones to travel to McMinnville, Oregon for Linfield University's Youth Football Camp, June 15-18, 2025. This trip will cost approximately \$281.33 per student to be funded by sponsored meals, silent auction, promotions with local businesses, family and corporate donations.

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 \$ 1.33
- 2. Lodging (no home stays) \$ 120
- 3. Meals \$ 120
- 4. Fees/Event Expense \$ 40
- 5. Other \$ _____

Description of other expenses: _____

6. Total cost per student (total lines 1 through 5): \$ 281.33

7. # of chaperones _____

8. # of students _____

9. Total # of students + chaperones 90

10. Total cost of participation (Line 6 x Line 9): \$ 25319.70

11. Substitute Teachers: (rates are effective 2024-2025)

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.): \$ 25319.70

Funding for Planning Purposes (estimates only)

- 1. Does your current account balance cover this trip? _____
 - a. If no, please explain

Trip is paid for via booster club and fundraising

2. Amount of fund balance allocated for this trip: 0

3. Projected fundraising income*: 10,000

4. Projected contributions (donations)*: 15,319.70

5. OUT OF POCKET (per student): 0

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 25,319.70

*Describe projected fund-raising activities and contributions:

Sponsored meals, silent auction, promotions with local businesses. Family and corporate donations

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.

 5/3/2025
Trip Leader Signature Date

Section IV – Required Attachments for building level approval only.

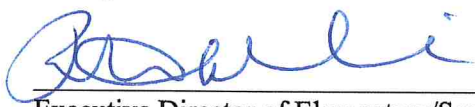
The following attachments must accompany this application:

- 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:	<input checked="" type="checkbox"/> Approved	<u>John Arnston</u>	<u>4/28/2025</u>
	<input type="checkbox"/> Denied	Principal	Date
District Level:	<input checked="" type="checkbox"/> Approved	<u></u>	<u>5/13/25</u>
	<input type="checkbox"/> Denied	Executive Director of Elementary/Secondary	Date

Date of Board Approval: _____

2025 Linfield TEAM Camp Schedule

Session 1- June 15-18th

1/2 or Full Pads determined by HS team's scrimmage decision. Oregon teams only can scrimmage once per day. Camp Indy Session at least 1/2 Pads. We want Skelly to have helmets on.

Registration at Dillon Hall at assigned time. Head Coach only for Registration & HC Meetings/Check-Ins

DAY 1 Sat 6-15	Day 2 Sun 6-16	Day 3 Mon 6-17	Day 4 Tue 6-18
<p>ARRIVAL</p> <p>10AM - 2PM: Registration. Contact Beth Garcia for Time (Only 1 coach needed)</p> <p>2:00 PM Head Coaches meet under Stadium. 1 Coach Please!</p> <p>2:40 PM Camp Orientation</p> <p>MEET in STADIUM</p>	<p>MORNING</p> <p>6:45 AM – 8:45AM Strict on Meal Rotation Times</p> <p>8:30 AM - HC's Check-In</p> <p>8:45 AM- Teams warm up on own (Find space)</p> <p>9:00 AM - Camp Indy Session 9:00- 40 min O/D 9:40- 10 min break 9:50- 40 min O/D</p> <p>10:30 AM - Team Option Time Scrimmage/Skelly/Practice</p> <p>11:30 - 1:30 Lunch Strict on Meal Rotation Times</p>	<p>MORNING</p> <p>6:45 AM – 8:45AM Strict on Meal Rotation Times</p> <p>8:30 AM - HC's Check-In</p> <p>8:45 AM- Teams warm up on own (Find space)</p> <p>9:00 AM - Camp Indy Session 9:00- 40 min O/D 9:40- 10 min break 9:50- 40 min O/D</p> <p>10:30 AM - Team Option Time Scrimmage/Skelly/Practice</p> <p>11:30 - 1:30 Lunch Strict on Meal Rotation Times</p>	<p>MORNING</p> <p>6:45 AM – 8:45AM Strict on Meal Rotation Times</p> <p>FULL PADS</p> <p>9:00 AM- Teams warm up on own (Find space)</p> <p>9:15 AM - Final Scrimmages *See Scrimmage Schedule*</p> <p>11:00 AM - Closing ceremony Teams Seated in Stadium</p> <p>11:30 AM Check-Out & Depart</p>
<p>AFTERNOON</p> <p>3:00 PM - Teams warm up on own (Find space)</p> <p>3:15 PM - Camp Indy Session 3:15 - 40 min O/D 3:55 - 5 min break 4:00 - 40 min O/D</p> <p>4:40 PM Short Practice or Dinner dependent upon dinner rotation</p> <p>5:00 – 7:00 Dinner Strict on Meal Rotation Times</p>	<p>AFTERNOON</p> <p>2:00 PM - Announcements on L</p> <p>2:05 PM - Teams warm up on own (Find space)</p> <p>2:20 PM - Camp Indy Session 2:20- 40 min O/D 3:00- 10 min break 3:10- 40 min O/D</p> <p>3:50 PM - Team Option Time Scrimmage/Skelly/Practice</p> <p>5:15- 7:15 Dinner Strict on Meal Rotation Times</p>	<p>AFTERNOON</p> <p>1/2 or Full Pads- HS determined Announcements- meet on L</p> <p>2:00- Announcements on L 2:05- Team Warm up 2:20- Individual Positional drills 40 min, 10 break, 40 min</p> <p>3:50- Team Option Time (scrimmage, 7 on 7)</p> <p>5:15- 7:15 Dinner- on rotations</p>	
<p>EVENING</p> <p>7:15 PM - Teams warm up on own (Find space)</p> <p>7:30 PM - Team Option Time Scrimmage/Skelly/Practice *See Scrimmage Schedule*</p> <p>9:30 PM Wildcat Challenge- SUMO *1 Participant per team* Helmet with mouthpiece Teams Cheering in Stadium</p>	<p>EVENING</p> <p>7:30 PM - Guest Speaker/Stadium *Be On Time</p> <p>7:45 PM - Teams warm up on own (Find space)</p> <p>8:00 PM - Team Option Time Scrimmage/Skelly/Practice</p> <p>9:30 PM Wildcat Challenge- TUG O' WAR *6 participants- can use 1 coach* Teams Cheering in Stadium</p>	<p>EVENING</p> <p>7:30 PM - Guest Speaker/Stadium *Be On Time</p> <p>7:45 PM - Teams warm up on own (Find space)</p> <p>8:00 PM – Skelly Tourney/OL & DL Pass Rush Clinic</p> <p>9:30 PM Wildcat Challenge – HIGH JUMP *10 participants* Teams Cheering in Stadium</p>	

TRAVEL PERMISSION REQUEST

Adrienne C. Nelson High School Speech and Debate

CONSENT E

June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Adrienne C. Nelson High School is requesting permission for 2 students and 2 chaperones to travel to the National Speech and Debate tournament, June 14-21, 2025 in Des Moines, Iowa. This trip will cost \$1,460.00 per student to be funded by fundraising activities. Students will have the opportunity to compete in the National Speech and Debate tournament hosted by the National Speech and Debate Association.

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

Received
5/8/25
BN

Section I – General Information (check all that apply)

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

School: Adrienne C. Nelson High School Name of group: Speech and Debate team

Dates of travel: 6/14-6/21/25 Initiator: Bryce Phillips

Destination: Des Moines, IA Application date: 3/31/25

Number of nights of overnight stay: 7 Time of departure: 7 am on 6/14

Number of school days students will miss: 0 days

Rationale for missed school days:

There are no missed school days

Number of students: 1 male 1 female Number of chaperones: 1 male 1* female

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

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

Purpose of travel:

The National Speech & Debate Association (NSDA) was created in 1925. These four students qualified for the NSDA National tournament out of a field of 25 schools and 216 competitors in the North Oregon NSDA qualifying tournament. At Nationals, they will compete against more than 1,000 schools from across the nation and over 7,000 competitors.

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

No school work will be missed.

What specific responsibilities have been assigned to the chaperones?

Chaperones will supervise students, judge debates and speeches, and assist in tournament functions.

Section II – Budget Information – Cost per Student

Expenses (per student)

- 1. Transportation \$ 570
- 2. Lodging (no home stays) \$ 550
- 3. Meals \$ 200
- 4. Fees/Event Expense \$ 140
- 5. Other \$ _____

Description of other expenses: _____

- 6. **Total cost per student (total lines 1 through 5):** \$ 1460
- 7. # of chaperones ¹ _____
- 8. # of students ² _____
- 9. **Total # of students + chaperones** ³ _____
- 10. **Total cost of participation (Line 6 x Line 9):** \$ 4380
- 11. Substitute Teachers: (rates are effective 2024-2025)
 - a. 0_# Full-Day Substitute(s) x_ # of Days @ \$302.95 = \$ 0
 - b. 0_# 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.): \$ 4,380.00

Funding for Planning Purposes (estimates only)

- 1. Does your current account balance cover this trip? no
 - a. If no, please explain

I am currently fundraising. At this point, I have raised \$500.

- 2. Amount of fund balance allocated for this trip: \$500
- 3. Projected fundraising income*: 0
- 4. Projected contributions (donations)*: 0
- 5. OUT OF POCKET (per student): 1200

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 4380

*Describe projected fund-raising activities and contributions:

I have been looking for fund-raising opportunities for the National Tournament specifically. I procured money from the National Speech and Debate Tournament. I will continue looking for money until the tournament.

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

Section III – Transportation and Lodging Information

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

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

Name of minibus Driver(s): _____

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

Number of miles round trip: _____

*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): Bryce Phillips

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

Parents/guardians will drive students to the airport. While in Des Moines, Assistant Coach Bryce Phillips will drive students around in a rental car.

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):

Hilton Garden Inn West Des Moines

205 South 64th Street, West Des Moines, Iowa, 50266

Bryce Phillips will serve as the chaperone and stay on site in this hotel. * Since we have a male and female student, we are also traveling with Ameena Abdul-Mason, the head coach of the Clackamas Speech and Debate Team, so that there will be a female chaperone for Kyra Aguon.

We are traveling with them and staying in the same hotel as them.

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.

Boyer Phillip
Trip Leader Signature

3/31/2025
Date

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

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

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

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

Section VI – Approval

Principal Level: Approved
 Denied

Du Cro
Principal 5-8-2025
Date

District Level: Approved
 Denied

[Signature]
Executive Director of Elementary/Secondary 5/15/25
Date

Date of Board Approval: _____

High School Tournament Event Schedules and Venues

**Des Moines, Iowa
June 15-20, 2025**



All schedules are subject to change. Schedule in Central Time.

- [Access the School Venue/Hotel Map](#)
- [Access the Hotel Block Booking Site](#)
- [Nats25 Middle School Schedules and Venues](#)

[Main Debate Events](#)

[Main Speech Events](#)

[Congressional Debate](#)

[Big Questions Debate](#)

[World Schools Debate](#)

[Extemporaneous Debate](#)

[Supplemental Speech Events](#)

[Final Round Schedules](#)

SUNDAY, JUNE 15

Tournament Registration and Special Events

Venue: Iowa Events Center

**Events at the Downtown Hilton (connected via skywalk to the Iowa Events Center)*

8:00 a.m.	Shop Custom Apparel
8:30 a.m.	NSDA Store Opens
8:30 a.m.	Tournament Expo Opens in Grand Ballroom B
8:30 a.m.	Early Registration Opens (Tournament Officials only, optional) in Grand Ballroom A
8:30 a.m.	Hispanic/Latine Coaches' Caucus
8:30 a.m.	Rural Coaches' Interest Group
9:00 a.m.	Registration Opens in Grand Ballroom A
9:30 a.m.	Small Schools Coaches' Interest Group
10:00 a.m. – 11:00 a.m.	New Coach Reception #1 in Cloud Ballroom at the Hilton*
10:00 a.m.	Tournament Officials Meeting
10:30 a.m.	Black/African American Coaches' Caucus
10:30 a.m.	Indigenous Persons Coaches' Caucus
11:00 a.m.	Tab Meeting Breakouts
11:30 a.m.	LGBTQIA+ Coaches' Caucus
11:30 a.m.	Asian/Pacific Islander Coaches' Caucus
12:00 p.m.	Parliamentarian Meeting (mandatory)
12:30 p.m. – 2:00 p.m.	District Leader Luncheon in Cloud Ballroom at the Hilton*
2:00 p.m.	Women's Coaches' Caucus
2:00 p.m.	Independent (Non-Public) School Coaches' Interest Group
2:30 p.m. – 4:00 p.m.	Speech Judge Training (optional)
2:30 p.m. – 4:00 p.m.	Congress Judge Training (optional)
2:30 p.m. – 4:00 p.m.	Debate Judge Training (optional)
2:30 p.m. – 4:30 p.m.	World Schools Debate Judge Training (mandatory)
3:00 p.m.	Abilities United Coaches' Caucus
3:00 p.m. – 4:00 p.m.	New Coach Reception #2 in Cloud Ballroom at the Hilton*
4:00 p.m.	NSDA Store and Tournament Expo close

5:00 p.m. – 7:00 p.m. Late Registration in Grand Ballroom A (the last registration opportunity after this will be Monday, 7:00 a.m. to 9:00 a.m., at the Iowa Events Center.)

This schedule is subject to change. More information about Sunday events coming soon.

Main Debate Events

2025 Tentative Master Schedule

Policy (CX) • Lincoln-Douglas (LD) • Public Forum (PF)

Monday

Venues: Johnston HS (CX), Valley HS (LD), Roosevelt HS (PF)

Round 1 9:00 a.m.
Round 2 11:30 a.m.
Round 3 2:15 p.m.
Round 4 5:00 p.m.

Tuesday

Venues: Johnston HS (CX), Valley HS (LD), Roosevelt HS (PF)

Round 5 8:00 a.m.
Round 6 10:30 a.m.

(Teams who win at least 8 prelim ballots will advance to Rounds 7 / 8)

Round 7 2:00 p.m.
Round 8 4:30 p.m.

6:30 p.m.	Online Postings	Tabroom.com
12:00 p.m. to 9:00 p.m.	Supplemental Re-registration	Tabroom.com
<i>(All competitors eliminated on Tuesday are eligible if pre-registered)</i>		

Wednesday

Venues: Northwest HS (LD, PF), Trailridge (CX)

8:00 a.m. CX / LD / PF (Round 9)
11:30 a.m. CX / LD / PF (Round 10)
3:00 p.m. CX / LD / PF (Round 11)
6:00 p.m. CX / LD / PF (Round 12)

Thursday

Venues: Northwest HS (LD, PF, CX)

8:00 a.m. CX / LD / PF (Round 13)
10:00 a.m. LD / PF (Round 14)
11:00 a.m. CX (Round 14)
12:00 p.m. LD / PF (Round 15)
1:30 p.m. LD / PF (Round 16 - if needed)
2:00 p.m. CX (Round 15)
5:00 p.m. CX (Round 16 - if needed)

Friday

Final rounds of Policy, Lincoln-Douglas, and Public Forum will be held at the Iowa Events Center.

Main Speech Events

2025 Tentative Master Schedule

USX • IX • OO • INF • HI • DI • DUO • POI

Monday

Venue: Northwest HS (USX, IX), Trailridge (OO, INF), Timberline (DI, POI), and South (HI, DUO)

Extemp Prep: Gym

Round 1	9:00 a.m.	(Draw at 8:30 a.m.; be in draw at 7:55 a.m.)
Round 2	11:30 a.m.	(Draw at 11:00 a.m.)
Round 3	2:00 p.m.	(Draw at 1:30 p.m.)
Round 4	4:00 p.m.	(Draw at 3:30 p.m.)

Tuesday

Venue: Northwest HS (USX, IX), Trailridge (OO, INF), Timberline (DI, POI), and South (HI, DUO)

Extemp Prep: Gym

Round 5	8:30 a.m.	(Draw at 8:00 a.m.; be in draw at 7:30 a.m.)
Round 6	10:30 a.m.	(Draw at 10:00 a.m.)

(The top 60 competitors in each event after prelims will advance to Rounds 7 / 8)

Round 7	2:00 p.m.	(OO, INF, HI, DI, DUO, POI)
	2:30 p.m.	(USX/IX - Draw at 2:00 p.m.)
Round 8	4:00 p.m.	(OO, INF, HI, DI, DUO, POI)
	4:30 p.m.	(USX/IX - Draw at 4:00 p.m.)

6:30 p.m.	Online Postings	Tabroom.com
12:00 p.m. to 9:00 p.m	Supplemental Re-registration	Tabroom.com
<i>(All competitors eliminated on Tuesday are eligible if pre-registered)</i>		

Wednesday

Venue: Northwest HS

Extemp Prep: Gym

Round 9	8:30 a.m.	(Draw at 8:00 a.m. Be in draw at 7:45 for announcements)
Round 10	10:30 a.m.	(Draw at 10:00 a.m.)
Round 11	2:30 p.m.	(Draw at 2:00 p.m.)
Round 12	4:30 p.m.	(OO, INF, HI, DI, DUO, POI)
Round 12	5:00 p.m.	(USX/IX - Draw at 4:30 p.m.)

Thursday

Venue: Iowa Events Center

9:00 a.m. Finalists' Sound and Light Check (All Speech Events)
Final rounds of INF, POI, HI, DI, and DUO will be held.

Friday

Venue: Iowa Events Center:

Final rounds of IX, USX, and OO will be held.

Congressional Debate

VENUES: Iowa Events Center and Downtown Hilton (Mon-Tues) • Iowa Events Center (Wed-Fri)

Monday

Venues: Iowa Events Center and Downtown Hilton

- 8:00 a.m. Opening Ceremony (in-person, all competitors) in HyVee Hall B
- 9:00 a.m. Round 1: Elect presiding officer (PO); set agenda; convene
- 12:45 p.m. Recess for lunch
- 2:15 p.m. Round 2: Elect PO; convene
- 5:45 p.m. Recess

Tuesday

Venues: Iowa Events Center and Downtown Hilton

- 8:00 a.m. Round 3: Elect PO; convene
- 11:30 a.m. PO recognition; Leadership Bowl voting; recess

3:00 p.m.	Online Postings	Tabroom.com
12:00 p.m. to 9:00 p.m.	Supplemental Re-registration	Tabroom.com
<i>(All competitors eliminated on Tuesday are eligible if pre-registered)</i>		

Wednesday

Venue: Iowa Events Center

- 8:00 a.m. Elimination Round Opening Ceremony (in-person, all elim competitors) in 303
- 8:30 a.m. Senate Semifinal and House Quarterfinal Round 1: Elect PO; set agenda; convene
- 11:45 a.m. Recess for lunch
- 1:30 p.m. Senate Semifinal and House Quarterfinal Round 2: Elect PO; convene
- 4:30 p.m. PO recognition; Leadership Bowl voting; recess
- 7:00 p.m. Posting of Senate Finalists and House Semifinalists

Thursday

Venue: Iowa Events Center

- 8:00 a.m. Senate Final/House Semifinal Opening Assembly
- 8:45 a.m. Senate Final and House Semifinal Round 1: Elect PO; set agenda; convene
- 12:00 p.m. Recess for lunch
- 1:30 p.m. Senate Finals and House Semifinal Round 2: Reconvene
- 4:45 p.m. PO recognition, Leadership Bowl voting; recess
- 7:00 p.m. Posting of House Finalists

Friday

Venue: Iowa Events Center

- 8:15 a.m. House Final Round 1: Elect PO; set agenda; convene
- 11:30 p.m. Recess for lunch
- 12:45 p.m. House Final Round 2: Reconvene
- 3:45 p.m. PO recognition; Leadership Bowl voting; recess

Note: Contestant chamber assignments will be released on Tabroom.com on Monday morning.

Big Questions Debate

2025 Tentative Schedule

VENUES: *Hiatt MS (Mon-Tues) • Northwest HS (Wed-Thurs) • Iowa Events Center Center (Fri)*

Monday

Venue: Hiatt MS

10:00 a.m. Judge training for all Big Questions judges in the auditorium
11:15 a.m. Round 1
1:45 p.m. Round 2
4:30 p.m. Round 3

Tuesday

Venue: Hiatt MS

9:00 a.m. Round 4
11:30 a.m. Round 5
3:00 p.m. Round 6

6:30 p.m.	Online Postings	Tabroom.com
12:00 p.m. to 9:00 p.m	Supplemental Re-registration	Tabroom.com
<i>(All competitors eliminated on Tuesday are eligible if pre-registered)</i>		

Wednesday

Venue: Northwest HS

10:00 a.m. Round 7
1:00 p.m. Round 8
3:30 p.m. Round 9

Thursday

Venue: Northwest HS

10:00 a.m. Round 10 **If needed
12:30 p.m. Round 11 **If needed
3:30 p.m. Round 12 **If needed
5:00 p.m. Round 13 **If needed

Friday

The final round of BQ will be held at the Iowa Events Center in Grand Ballroom A.

World Schools Debate

2025 Tentative Time Schedule

VENUES: East HS (Mon-Tues) • Trailridge (Wed) • Northwest HS (Thurs) • Iowa Events Center (Fri)

Monday

Venue: East HS

- 8:00 a.m. Makeup WS Judge Training (for judges unable to attend Sunday) in the auditorium
- 9:00 a.m. Round 1 (Prepared Motion)
- 11:00 a.m. Round 2 (Prepared Motion)
- 1:45 p.m. Team Roll Call (Gym) and Judge Roll Call (Auditorium)
- 2:10 p.m. Impromptu Motion Announced and Prep Begins
- 3:15 p.m. Round 3 (Impromptu Motion)
- 5:15 p.m. Round 4 (Prepared Motion)

Tuesday

Venue: East HS

- 8:15 a.m. Team Roll Call (Gym) and Judge Roll Call (Auditorium)
- 8:30 a.m. Impromptu Motion Announced and Prep Begins
- 9:30 a.m. Round 5 (Impromptu)
- 12:30 p.m. Team Roll Call (Gym) and Judge Roll Call (Auditorium)
- 12:45 p.m. Impromptu Motion Announced and Prep Begins
- 1:45 p.m. Round 6 (Impromptu)
- 3:45 p.m. Announcement of Advancing Teams
- 4:15 p.m. Team Roll Call (Gym) and Judge Roll Call (Auditorium)
- 4:30 p.m. Impromptu Motion Announced and Prep Begins
- 5:30 p.m. First Elimination Round* (Impromptu Motion)

*Depending on the number of entries with a 4-2 or better record, the first elimination round may be a quadruple octafinal or a triple octafinal.

7:30 p.m.	Online Postings	Tabroom.com
12:00 p.m. to 9:00 p.m	Supplemental Re-registration	Tabroom.com

(All competitors eliminated on Tuesday are eligible if pre-registered)

Wednesday

Venue: Trailridge

- 8:00 a.m. Roll Call for All Teams in the Second Elim (Multipurpose Room) and Judges (Auditorium)
- 8:15 a.m. Second Elimination Round (Prepared Motion)
- 10:30 a.m. Roll Call for All Teams in the Third Elim and Judges
- 10:45 a.m. Impromptu Motion Announced and Prep Begins
- 11:45 a.m. Third Elimination Round (Impromptu Motion)
- 2:45 p.m. Roll Call for All Teams in the Fourth Elim and Judges
- 3:00 p.m. Impromptu Motion Announced and Prep Begins
- 4:00 p.m. Fourth Elimination Round (Impromptu Motion)

Thursday

Venue: Northwest HS

- 8:00 a.m. Roll Call for Teams in the Fifth Elim and Judges
- 8:15 a.m. Impromptu Motion Announced and Prep Begins
- 9:15 a.m. Fifth Elimination Round (Impromptu Motion)

Updated 4/2/25 - Added Final Round Sponsors

10:30 a.m. Roll Call for Teams in the Sixth Elim and Judges (if needed)
10:45 a.m. Impromptu Resolution Announced and Prep Begins (if needed)
11:45 a.m. Sixth Elimination Round (Impromptu Motion) (if needed)

Friday

Venue: Iowa Events Center

Finals of World Schools Debate (Prepared Motion) will be held on Friday at the Iowa Events Center in the EMC Expo Center.

Extemporaneous Debate

2025 Tentative Schedule

VENUES: Roosevelt HS (Goldfinch) or Valley HS (Wildrose) (Wed) • Roosevelt HS (Goldfinch & Wildrose) (Thurs) • Iowa Events Center (Fri)

Note: In late May, coaches will learn if their students/judges are in the Goldfinch or Wildrose Group by finding the designation on the General tab of their school's registration in Tabroom.com. Re-registered students in the Goldfinch group will compete at Roosevelt HS on Wed-Thurs. Re-registered students in the Wildrose group will compete at Valley HS on Wed and Roosevelt HS on Thurs. The groups will have separate competition on Wednesday, but they will combine into one group on Thursday.

Tuesday

- 6:00 p.m. - 8:00 p.m. Registration for supplemental-only schools in-person, location TBD.
- 12:00 p.m. - 9:00 p.m. Online re-registration through Tabroom.com is required to confirm participation, including for students who are only competing in supplemental events

Wednesday

- **8:00 a.m. mandatory meeting** in the gym for Extemp Debate judges obligated for Wednesday. Please review Tabroom instructions emailed to you on Tuesday evening!

Round	Time		Topic Release	Venue: Roosevelt HS (Goldfinch) or Valley HS (Wildrose)
1	8:30 a.m.	(preset)	8:00 a.m.	
2	11:00 a.m.	(preset)	10:30 a.m.	
3	1:45 p.m.	(powered)	1:15 p.m.	
4	4:30 p.m.	(powered)	4:00 p.m.	
5	7:15 p.m.		6:45 p.m.	

Note: All contestants will be scheduled in Rounds 1-4, and Rounds 3 and 4 are power-matched so that debaters with similar records debate each other. Only those whose records are 3-1 or 4-0 at the end of Round 4 will advance to Round 5.

Thursday

7:45 a.m. mandatory meeting in the auditorium for Extemp Debate judges obligated for Thursday but were not obligated for Wednesday. In other words, no one needs to attend the judge meeting on both days. Please review Tabroom instructions emailed to you on Tuesday evening!

Round	Time		Topic Release	Venue: Roosevelt HS (Goldfinch & Wildrose)
6	8:30 a.m.		8:00 a.m.	
7	10:15 a.m.		9:45 a.m.	
8	11:30 a.m.		11:00 a.m.	
9	1:15 p.m.		12:45 p.m.	
10	2:30 p.m.		2:00 p.m.	
11	3:45 p.m.		3:15 p.m.	
12	5:00 p.m.		4:30 p.m.	
13	6:15 p.m.		5:45 p.m.	

Friday

Round	Time	Topic Release	Venue: Iowa Events Center
14**	9:30 a.m.	9:00 a.m.	** if needed

The final round of Extemp Debate will be held at the Iowa Events Center in Grand Ballroom A.

Supplemental Speech Events

2025 Tentative Time Schedule

VENUES: East HS (Goldfinch) and Johnston HS (Wildrose) (Wed-Thurs) • Iowa Events Center (Fri)

Note: In late May, coaches will learn if their students/judges are in the Goldfinch or Wildrose Group by finding the designation on the General tab of their school's registration in Tabroom.com. Goldfinch will compete at East HS on Wed-Thurs, and Wildrose will compete at Johnston HS on Wed-Thurs. Each group will compete until they have the top three entries in each event from their group. The top three entries in each event from each group will debate in the final round on Friday to determine the national champions.

PATTERN A: Extemp Commentary, Original Spoken Word Poetry, Prose, Expository
PATTERN B: Impromptu, Poetry, Storytelling

Tuesday

- 6:00 p.m. - 8:00 p.m. Registration for supplemental-only schools in-person, location TBD.
- 12:00 p.m. - 9:00 p.m. Online re-registration through Tabroom.com is required to confirm participation

Wednesday

Commentary Draw: Gym

<i>Round</i>	<i>Time</i>	<i>Draw</i>	<i>Venue: East HS (Goldfinch) or Johnston HS (Wildrose)</i>
1A*	8:30 a.m.	Commentary Draw – 8:00 a.m.	
1B*	10:00 a.m.		
2A*	12:30 p.m.	Commentary Draw – 12:00 p.m.	
2B*	2:00 p.m.		
3A*	3:30 p.m.	Commentary Draw – 3:00 p.m.	
3B*	5:00 p.m.		

**Double-flighted rounds*

Thursday

Commentary Draw: Gym

<i>Round</i>	<i>Time</i>	<i>Draw</i>	<i>Venue: East HS (Goldfinch) or Johnston HS (Wildrose)</i>
Elim 1A	8:30 a.m.	Commentary Draw – 8:00 a.m.	
Elim 1B	10:00 a.m.		
Elim 2A/B	12:00 p.m.	Commentary Draw – 11:30 a.m.	
Elim 3A/B	2:00 p.m.	Commentary Draw – 1:30 p.m.	
Elim 4A/B	3:30 p.m.	Commentary Draw – 3:00 p.m.	
Elim 5A/B*	5:30 p.m.	Commentary Draw – 5:00 p.m.	

**if needed*

Friday

The final rounds of supplemental speech will be held at the Iowa Events Center in Grand Ballroom A.

Awards Pickup Schedule

VENUE: Iowa Events Center

Thursday, June 19

3:00 p.m. - 8:00 p.m.

Friday, June 20

8:00 a.m. - 5:00 p.m.

Final Round Schedules

VENUE: Iowa Events Center

Main Event Finals

Thursday, June 19

*EMC Expo Center in the Iowa Events Center unless otherwise noted**

- 8:00 a.m. ***Sen. Richard Lugar Congressional Debate – Senate Final Round**
- 12:00 p.m. **Informative Speaking**
- 1:45 p.m. **Humorous Interpretation**
- 3:15 p.m. **Lanny D. and B. J. Naegelin Dramatic Interpretation**
Presented by Simpson College
- 4:45 p.m. **New First and Second Diamond Recognition**
- 5:15 p.m. **Program Oral Interpretation**
Presented by Advantage Communications
- 7:00 p.m. **Donus D. Roberts Diamond Assembly**
Presented by Colorado College
- 8:30 p.m. **Dr. Tommie Lindsey, Jr. Duo Interpretation**
Presented by Colorado College

Friday, June 20

*EMC Expo Center in the Iowa Events Center unless otherwise noted**

- 8:00 a.m. ***Rep. Barbara Jordan Congressional Debate – House Final Round**
- 8:00 a.m. **World Schools Debate**
Presented by Simpson College
- 9:30 a.m. **Public Forum Debate**
- 11:00 a.m. **Lincoln-Douglas Debate**
Presented by Truman State University
- 12:30 p.m. **Richard B. Sodikow Policy Debate**
- 2:30 p.m. **Carmendale Fernandes United States Extemporaneous Speaking**
- 3:45 p.m. **A. C. Eley International Extemporaneous Speaking**
- 5:00 p.m. **Joe and Pam Wycoff Original Oratory**
Presented by Red Hill Patrick Henry Memorial Foundation Auxiliary
- 6:30 p.m. **High School National Awards Assembly**

Supplemental Event Finals

Friday, June 20

Iowa Events Center in Grand Ballroom A

- 8:00 a.m. **Storytelling**
Presented by Bob and Salli Stockton
- 9:00 a.m. **Expository**
Presented by Bob and Salli Stockton
- 10:00 a.m. **Poetry Reading**
- 11:00 a.m. **Impromptu**
Presented by Bob and Salli Stockton
- 12:00 p.m. **Prose Reading**
Presented by Bob and Salli Stockton
- 1:00 p.m. **Brother René Sterner Commentary**
Presented by Bob and Salli Stockton
- 2:00 p.m. **Original Spoken Word Poetry**
Presented by Always Writing 4 U
- 3:00 p.m. **Extemporaneous Debate**
Presented by Colorado College
- 3:30 p.m. **Big Questions Debate**
Presented by the John Templeton Foundation

TRAVEL PERMISSION REQUEST

Clackamas High School Cross Country

CONSENT F

June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Clackamas High School is requesting permission for 30 students and 3 chaperones to travel to Tillamook, Oregon, July 20-24, 2025, for a cross country retreat. This trip will cost approximately \$390.00 per student to be funded by family and corporate donations. This is an annual retreat for the team to complete high-altitude training and team bonding. Students will not miss any school days.

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 \$ 5
- 2. Lodging (no home stays) \$ 185
- 3. Meals \$ 200
- 4. Fees/Event Expense \$ 0
- 5. Other \$ _____

Description of other expenses: _____

6. **Total cost per student (total lines 1 through 5):** \$ 390

7. # of chaperones 4

8. # of students 30

9. **Total # of students + chaperones** 34

10. **Total cost of participation (Line 6 x Line 9):** \$ 13260

11. Substitute Teachers: (rates are effective 2024-2025)

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.): \$ 13,260.00

Funding for Planning Purposes (estimates only)

1. Does your current account balance cover this trip? Yes
a. If no, please explain _____

2. Amount of fund balance allocated for this trip: 2000

3. Projected fundraising income*: 0

4. Projected contributions (donations)*: 11260

5. OUT OF POCKET (per student): 0

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 13260

*Describe projected fund-raising activities and contributions:
Family and corporate donations will fund this trip.

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): _____

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

Number of miles round trip: _____

*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): _____

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

N/A

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): Student athletes from CHS will stay in two large greenhouses, separated by gender. There will be chaperones in separate tents directly next to each greenhouse.

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.

Jeremy Liebman
Trip Leader Signature

4/28/25
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] 4/28/25
Principal Date

[Signature] 5/13/25
Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Clackamas High School XC Camp - 2025 Itinerary

July 20~~th~~-24th, 2025

The Hydrangea Ranch - Tillamook, OR

Chaperones: Jeremy Liebman, Pete Giordano, Kate Davis

Sunday, July 20~~th~~, 2025

12:00 PM Meet Clackamas High School

-Athlete check in and load equipment and personal items on bus

12:30 PM Depart from Clackamas High School

2:30 PM Arrive at Hydrangea Ranch & Settle In

-Unload equipment and personal items

-Set up sleeping areas

3:00 PM Meet and discuss basic ground rules and expectations for the trip

6:30 PM Dinner in Outdoor Pavillion

7:00 PM Free Time

7:30 PM Team Talk

- Goal setting: team and individual

- Goal Sheets (Brainstorm)

8:00 PM Movie-*Without Limits* OR Camp Bonding

10:00 PM Lights Out

Monday, July 21st, 2025

8:00 AM Wake Up

8:30 AM Light Breakfast with team

9:00 AM Pack lunches

9:30 AM Team Meeting/Overview of day

10:30 AM Team Workout

11:30 AM Free time and lunch

1:00 PM Team Talk

3:00 PM Goal Setting
-Individual
-Team

3:30 PM Snack

4:00 PM Team building activities (puzzle pieces/identity wheel/etc)

5:00 PM Summer Planning (how will we welcome freshmen/new athletes, 24 hour challenge, etc.)

6:00 PM Dinner in outdoor pavilion

7:00 PM Evening Activity

9:30 PM Get ready for bed

10:00 PM Lights Out

Tuesday, July 22nd, 2025

8:00 AM Wake Up

8:30 AM Breakfast at Camp

9:00 AM Prep for long run & Make Lunches

10:00 AM Depart for long run

10:30 AM Start Long run

12:30 PM Arrive back at camp, Lunch, Free time

2:30 PM Intro Scavenger Hunt Competition

3:00 PM Team Scavenger Hunt

5:00 PM Free Time

6:00 PM Dinner in outdoor pavilion

8:00 PM Movie- The Long Green Line OR Team Building

10:00 PM Prep for bed

10:30 PM Lights Out

Wednesday, July 23rd, 2025

8:30 AM Wake Up

9:00 AM Breakfast & Make Lunches

9:30 AM Intro Team Competition Day

10:00 AM Team Competitions (Point System Development & Tracking)

12:30 PM Lunch

1:00 PM Free Time

2:00 PM Resume Team Competitions

4:30 Team Relay Race around farm

5:30 Free Time

6:00 PM Dinner in outdoor pavilion

6:30 PM Intro to Talent Show Activity
-Work on skits

8:00 PM Talent Shows
-Awards

10:00 PM Lights Out

Thursday, July 24th, 2025

7:30 AM Wake Up

8:00 AM Breakfast

8:30 AM Pack and Clean Up, Pack lunch

12:00 PM Depart Hydrangea Farm

2:00 PM Return to Clackamas High School

TRAVEL PERMISSION REQUEST

Rex Putnam High School Kingsmen Thunder Drumline

CONSENT G

June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Rex Putnam High School is requesting permission for 20 students and 4 chaperones to travel to Rockaway Beach, Oregon, August 22-25, 2025, for an annual Drumline retreat. This trip will cost approximately \$150.00 per student to be funded by grant writing, car washes, and sponsorships. This is an annual retreat to introduce members to drumline, leadership, and community. Students will not miss any school days.

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) \$ 90.00
- 3. Meals \$ 60.00
- 4. Fees/Event Expense \$ _____
- 5. Other \$ _____

Description of other expenses: _____

6. Total cost per student (total lines 1 through 5): \$ 150

7. # of chaperones 4

8. # of students 20

9. Total # of students + chaperones 24

10. Total cost of participation (Line 6 x Line 9): \$ 3600

11. Substitute Teachers: (rates are effective 2024-2025)

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.): \$ 3,600.00

Funding for Planning Purposes (estimates only)

- 1. Does your current account balance cover this trip? Yes, paid w/boosters
 - a. If no, please explain

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

3. Projected fundraising income*: \$1,000

4. Projected contributions (donations)*: _____

5. OUT OF POCKET (per student): 150.00

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 3600

*Describe projected fund-raising activities and contributions:

Fundraising will be grant writing, car washes, and sponsorships.

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

Section III – Transportation and Lodging Information

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

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

Name of minibus Driver(s): n/a

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

Number of miles round trip: _____

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

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

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

The parents will be transporting their own students to and from Twin Rocks.

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):
Twin Rocks LIGHTHOUSE AND CAPTAIN'S CABIN. This is an often used destination for choir, drumline and many groups. The lighthouse is set up with 4 private bathrooms, bunks, bends, and the ability to separate boys/girls/staff into separate sleeping quarters. The Captain's Cabin is rented for overflow.

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.

Revis Cruz
Trip Leader Signature

4/30/2025
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

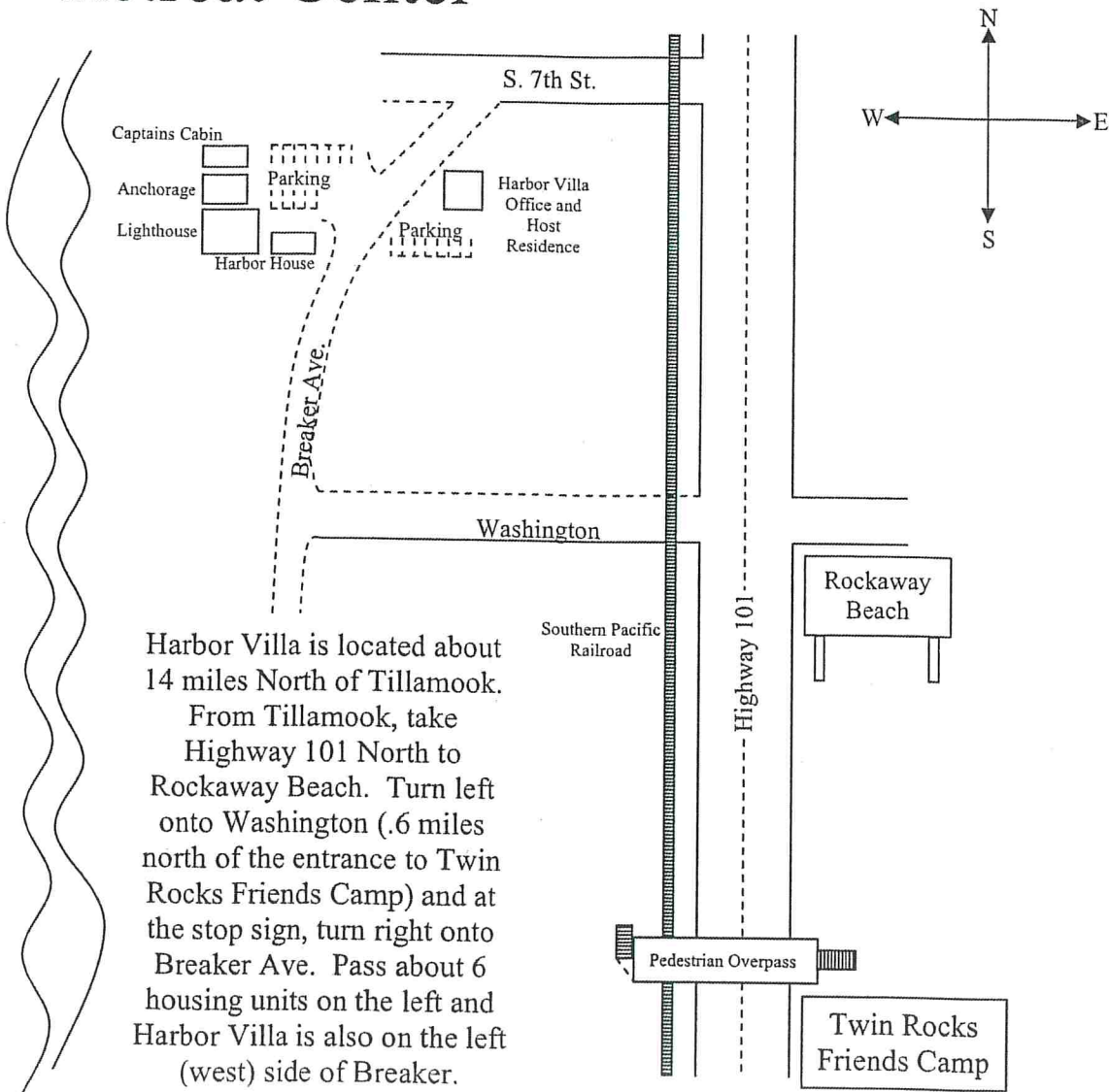
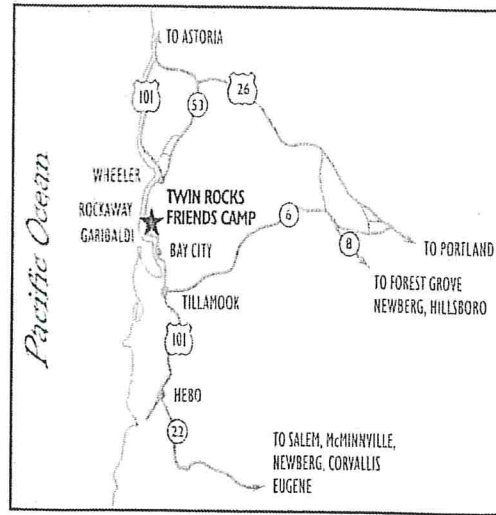
[Signature]
Principal 3/8/2025
Date

District Level: Approved
 Denied

[Signature]
Executive Director of Elementary/Secondary 5/19/25
Date

Date of Board Approval: _____

Harbor Villa Retreat Center



Harbor Villa is located about 14 miles North of Tillamook. From Tillamook, take Highway 101 North to Rockaway Beach. Turn left onto Washington (.6 miles north of the entrance to Twin Rocks Friends Camp) and at the stop sign, turn right onto Breaker Ave. Pass about 6 housing units on the left and Harbor Villa is also on the left (west) side of Breaker.

KINGSMEN THUNDER DRUM LINE RETREAT 2025

Where: Twin Rocks Friends Camp & Conf. Ctr. LIGHTHOUSE 839 S. Breaker Ave. Rockaway, OR, 503-355-2284

Schedule: Depart by 3pm (Please eat lunch beforehand), Friday, August 22, 2025

DAY 1: ARRIVE Friday 8/22 for check in 5pm

5-5:20pm: Check in and settle in/snacks

5:20-6pm: Introduction/GO OVER CODE OF CONDUCT & Icebreaker Activity #1 : Walk & Talk, Hearing vs. Listening (RENE)

6-7pm: DINNER

7-9:30pm: DCI Finals Watch Party/Staff Pad Solo for students

9:30-11pm: Circle Time & Icebreaker Activity (Drawing Portraits) /Snacks

11pm to rooms and lights out/quiet by 11:45pm.

DAY 2: Wake-Up Call 8am Saturday 8/23

8-9am: BREAKFAST

9-10am: "Lick of the day", Pad-out, Mallets on Floor Rudiment Rotations.

10:30am-Noon: Morning Meditation: "What is drumline?" /Marching Body Movement Basics (Includes basic drill), AARON/EMERSON includes break on the beach w/theatre activity (getting into character). RENE

Noon-1pm: LUNCH

1-3pm: Pad-Out: How to read music, Long Patterns OR Beach Movement/Theatre exercises.

3-5pm: Activity #3: RENE Design your own show: Theme, Uniforms, Story, short pad ram/mallet part. /Snacks (Divide group into groups). We will not perform these, but the show should have a theme, color, design, props, and basic elements. As if you were pitching the show to staff for consideration.

6-7:30pm: Dinner Prep/Free time

7:30-9pm: Stick Tricks 101 EMERSON/AARON

9-11pm: Circle Time & S'Mores on the Beach

11-11:45pm to rooms and lights out/quiet

DAY 3: Wake-Up Call 8am Sunday 8/24

8-9am: BREAKFAST

9-Noon: Activity: RENE Leadership activity, snack break THEN: Photo Scavenger Hunt STAFF JUDGES

Noon-1pm: LUNCH

1-3pm: Pad-Out: Long Patterns/CADENCE LEARNING

3-5pm: Challenge Course or Icebreaker Activity #3 TBD/Snacks

6-7:00pm: Dinner Prep/Free time

7:30-8pm: ACTIVITY TBD:

8-10pm: Leadership Activity

11-11:45pm to rooms and lights out/quiet

DAY 4 RETURN: Wake-Up Call 9am Monday 8/25

9am: BREAKFAST

9-10am: Morning Meditation/ /Developing a good practice habit for the season.

10-11am: CLEANUP AND PACK/HEALTHY LIGHT BREAKFAST

11am-Noon: Closing comments from Staff

Noon: CHECKOUT

What to bring:

Water Bottle
Bath Towel
Shower Articles/Toiletries/Medications
Appropriate Clothing (Hot, Sunny Days/Cool Evenings) Sun Block
Bug Spray
Hat (Prevent Sunstroke)
Athletic Shoes (For Marching), Shower flip-flops or water-socks.
Sleeping Bag & Pillow

You will need to bring a pair of marching sized snare drum sticks and a rubber-type practice pad or an INVADER practice pad (No Remo pads please). We will use these every day in our group pad-outs. **Also, please bring a small object that is very meaningful to you.**

The following forms are included or have been emailed to you and must be returned ASAP (deadline is 7-4-2025)

1. Medical Release Form/Liability Waiver
2. Field Trip request form filled out
3. N. Clackamas Schools athletic code of conduct sheet, read and signed, returned to your Caption Head/Director, René Ormae-Jarmer.

FOOD ALLERGIES OR PREFERENCES _____

I am looking forward to our 6th retreat. This is the Kingsmen Thunder's 17th anniversary and we look forward to meeting new and returning members. Developing relationships, understanding basics and the culture of drum line in a beautiful retreat setting will help us be a better team, work smarter, and continue growing our amazing program which is made up of awesome staff, parents, and YOU!

- Parent/Guardian Informed Consent For Field Trip Form
- N. Clackamas Athletic Code of Conduct Form
- \$150 check to RPHS Music Boosters by 7-4-2025 to Rene'.

Sincerely,

René Ormae-Jarmer, Caption Head and Director of the KINGSMEN THUNDER DRUM LINE, Rex Putnam HS

reneormaejarmer@gmail.com 503-704-1934

TRAVEL PERMISSION REQUEST

Rex Putnam High School Cross Country Team

CONSENT H

June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Rex Putnam High School is requesting permission for 20 students and 4 chaperones to travel to Cougar Campground in Cougar, Washington, August 11-15, 2025, for an annual Cross Country retreat. This trip will cost approximately \$150.00 per student to be funded by the Rex Putnam Cross Country budget. This is an annual retreat for the team to complete high-altitude training and team bonding. Students will not miss any school days.

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 \$ 0.00
- 2. Lodging (no home stays) \$ 32.00
- 3. Meals \$ 92.00
- 4. Fees/Event Expense \$ 1.00
- 5. Other \$ 25.00

Description of other expenses: St. Helens hiking permit

6. **Total cost per student (total lines 1 through 5):** \$ 150

7. # of chaperones 4

8. # of students 20

9. **Total # of students + chaperones** 24

10. **Total cost of participation (Line 6 x Line 9):** \$ 3600

11. Substitute Teachers: (rates are effective 2024-2025)

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.): \$ 3,600.00

Funding for Planning Purposes (estimates only)

1. Does your current account balance cover this trip? Yes

a. If no, please explain

2. Amount of fund balance allocated for this trip: \$ 0.00

3. Projected fundraising income*: \$ 0.00

4. Projected contributions (donations)*: \$ 0.00

5. OUT OF POCKET (per student): \$ 150.00

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 3600.00

*Describe projected fund-raising activities and contributions:

If there is a student(s) that cannot pay the camp participation cost, we will cover their expense to allow them to join us on this trip.

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

Section III – Transportation and Lodging Information

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

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

Name of minibus Driver(s): Nathan Geiter

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

Number of miles round trip: 300

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

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

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

Potential private vehicles to be used for transport of chaperones & students (if needed); 1998 Ford Econoline Van/776 HGJ (Driver: Jessica Hall), 2006 Honda Pilot/9Z3154 (Driver: Kailie Geiter), 2025 Ford F150/temp plate (Driver: Dave Geiter), 2013 Kia Soul/445KTD (Driver: Jessica Hall).

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):

Boys will stay in tents at campsites #28 and #31 with Dave and Nathan in their own tents. Girls will stay in tents at campsites #25 and #27 with Adrienne/Jessica and Kailie in their own tents.

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.

Matthew [Signature]
Trip Leader Signature

5/7/25
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] 5/8/2025
Principal Date

District Level: Approved
 Denied

[Signature] 5/23/25
Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Rex Putnam XC camping trip 2025 itinerary

Day #1 August 11th:

Student arrival, loading bus at 9:30 am

Depart from Putnam at 10:00 am

Arrival at Bells Mountain Trailhead(Battleground area, on the way to Cougar campground) for trail run at 11:00 am

Depart from Bells Mountain Trailhead at 12:30 pm

Lunch stop in Battleground at 12:50 pm

Arrive at Cougar campground at 2:15 pm

Set up camp 2:30 pm - 4:00 pm

Free time until Dinner 4:15 pm

Dinner at 6:30 pm

Campfire team bonding 8:00 pm

Lights out, everyone in tents at 10:00 pm

Day #2 August 12th

Wake up at 8:00 am

AM Coffee W/U! 15 min run/agilities at 8:30 am

Breakfast at 9:00 am

Free time at camp 10:00-11:00 am

Team building games! 11:00 - 12:00 pm

Lunch at 12:30 pm

Afternoon free time (frisbee, spike ball, board games) 1:30 pm - 3:30 pm

Trail run of the day on trails nearby Cougar campground/Yale Lake areas. 4:00-5:30 pm

Dinner at 6:30 pm

Campfire team bonding 8:00 pm

Lights out, everyone in tents at 10:00 pm

Day #3 August 13th

Wake up at 8:00 am

AM Coffee W/U! 15 min run/agilities at 8:30 am

Breakfast at 9:00 am

Pack lunches and prepare for trip to ape caves 9:30 am - 10:30 am

Leave for ape caves 10:30 am

Arrive at Ape cave interpretive site 10:50 am

Explore/hike caves 11:00 am - 12:30 pm

Lunch at 12:30 pm

Load up and head back to camp 1:00 pm

Afternoon free time (frisbee, spike ball, board games) 1:30 pm - 3:30 pm

Trail run of the day on McBride Lake trail 4:00 - 5:30 pm

Dinner at 6:30 pm

Campfire Team bonding 8:00 pm

Lights out, everyone in tents at 10:00 pm

Day #4 August 14th

Wake up at 8:00 am
AM Coffee W/U! 15 min run/agilities at 8:30 am
Breakfast at 9:00 am
Free time at camp 10:00 am - 12:00 pm
Lunch at 12:30 pm
Afternoon free time (frisbee, spike ball, board games) 1:30 pm - 3:30 pm
Big Trail run of the week on Fossil trail in Gifford Pinchot Forest 4:00 - 5:30 pm
Dinner at 6:30 pm
Campfire Team bonding 8:00 pm
Lights out, everyone in tents at 10:00 pm

OR...

Wake up at 4:30 am
Load buses and head to Climbers Bivouac trailhead at 4:45 am
Arrival at Climbers Bivouac trailhead 5:45 am
Begin hiking up Mt. St. Helens via Ptarmigan trail 6:00 am
Lunch on trail 11:00 am - 12:00 pm
Reach peak and enjoy the view 1:30 - 2:30 pm
Begin descent 2:30 - 3:30 pm
Arrival back at camp 5:00 - 7:00 pm
Dinner at 5:15 - 7:15 pm
Campfire Team bonding 8:00 pm
Lights out, everyone in tents at 10:00 pm

Day #5 August 15th

Wake up at 8:30 am
Pack and gather clothes/gear 8:30-9:00 am
Breakfast at 9:00 am
Camp clean up 9:45 - 11:00 am
Leave Cougar campground at 11:15 am
Trail run of the day on trails near Cougar campground 11:30 am

Lunch stop in Battleground at 1:30 pm
Leave Battleground at 2:15 pm
Arrival at Rex Putnam HS at 3:15 pm

2025-2026 ALTERNATIVE PLACEMENTS

DISCUSSION
Agenda Item #4
June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Discussion of the proposed Alternative Program Placements list for 2025-2026.

REASON FOR BOARD CONSIDERATION:

In accordance with Policy IGBHA, the Board must annually approve the alternative programs to be used by the district.

BUDGET IMPACT/SOURCE OF FUNDS:

There may be increased costs to the district as charged by each alternative program.

BACKGROUND:

Alternative program placements address specific student needs, including those related to disabilities, disciplinary actions (such as expulsion or alternatives), and the unique learning requirements of students who have limited academic credits and for whom traditional NCSD programs are unsuitable. Each student in an alternative placement is assigned an NCSD staff member who regularly monitors their progress and collaborates with the student, family, and placement staff to ensure their unique learning and safety needs are met throughout the placement. These customized placements involve continuous interaction among all parties.

ATTACHMENTS:

[Proposed Alternative Program Placements 2025-2026](#)

PRESENTER / STAFF CONTACT:

Ivonne Dibblee, Assistant Superintendent, Education
Tammy O'Neill, Executive Director of Teaching, Learning, and Professional Development

**2025 - 2026 ALTERNATIVE PROGRAM PLACEMENTS:
GENERAL EDUCATION**

The following programs and schools are used at times to provide an appropriate education for students who have been expelled or who need a different learning environment than is available in North Clackamas neighborhood, charter, or magnet schools:

Helensview School, Multnomah ESD	11-20 years old	Youth struggling with anger issues, substance abuse issues, and gang involvement, with little external or family support systems.
SE Works	16+ years old	The program incorporates GED prep, focusing on job skills, career exploration, and post-secondary planning.
Oak Grove Center, New Urban High School	Grades 6-12	A small learning environment designed as a placement alternative for middle school and high school students as an alternative to expulsion.
New Urban Online	Grades K-12	A fully remote learning environment that integrates web-based curriculum and in-person video instruction and support.
Portland Youth Builders	17-20 years old	Students who were previously disenrolled from school with a focus on education, vocational training, and leadership development.
Twilight, New Urban High School	Grades 9-12	After school/outside of typical school hours credit recovery and GED program.

**2025 - 2026 ALTERNATIVE PROGRAM PLACEMENTS:
SPECIAL EDUCATION**

The following programs and schools are used at times to provide appropriate educational services for students who require an educational environment that is not available in North Clackamas School District:

Arata Creek/Knott Creek, Multnomah ESD	Grades K-12
Heron Creek, Clackamas ESD Therapeutic School Program	Grades K-12
LEEP Programs, Clackamas ESD	Grades K-12 & post grade 12
Columbia Regional Deaf and Hard of Hearing Program, Portland Public Schools	Grades K-12
Helensview School	Grades 9-12
Lifeworks	Grades 6-12
Wheatley School, Multnomah ESD	Grades 3-12
Oregon School for the Deaf	Grades K-12 & post grade 12
Parrot Creek	Court Placed Students
Parry Center / Edwards School	DHS Placed Students
Serendipity Center	Grades K-12
SERP (Supported Employment, Recreation & Leisure) Alternative School Services	Post grade 12

There are additional programs in the metro area where other school districts place students. In some instances, those placements are maintained temporarily when the student moves into North Clackamas School District to provide continuity for the educational benefit of the student.

POLICY REVISIONS

DISCUSSION
Agenda Item #5
June 5, 2025

REASON FOR BOARD CONSIDERATION:
First reading of the attached revised policies.

RECOMMENDATION:
The Superintendent's Policy Review Team reviewed and supports the following policy revisions.

BUDGET IMPACT/SOURCE OF FUNDS:
There are no known or anticipated increases to costs with the proposed policy change.

ATTACHMENTS:
Drafts of the following policies to review:

Policy	Title	Reason
II/IIA	Instructional Resources/ Instructional Materials	<i>DELETE:</i> OSBA November 2024 Update, replace current policy with new policy IIA.
IIA	Instructional Materials	OSBA November 2024 Update, work group composed of school districts, ESD staff, and other professionals created a newly revised policy to replace II/IIA.

PRESENTER / STAFF CONTACT:
Ivonne Dibblee, Assistant Superintendent of Education



Code: II/IIA
Adopted: 6/04/87
Revised/Readopted: 9/20/12; 6/14/18
Orig. Code: II/IIA

Instructional Resources/Instructional Materials**

(Version 1)

See updated IIA

The Board delegates to the superintendent or designee the authority for the selection of instructional and library/media materials in accordance with this policy. The Board is legally responsible for the final selection of instructional materials.

Materials for classrooms and libraries will be selected by the superintendent or designee in consultation with the appropriate personnel. Final decisions on purchases will be made by the superintendent subject to official adoption by the Board in the case of textbooks.

When selecting all instructional and library materials it is the responsibility of the district:

1. To provide materials that are representative of the contributions of all people, regardless of an individual's perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, and to identify, mitigate and/or eliminate culturally biased materials;
2. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the students served;
3. To provide materials that will stimulate growth in knowledge, literary appreciation, aesthetic values and ethical standards;
4. To provide a background of information which will enable students to make informed decisions in their lives;
5. To provide materials on opposing sides of controversial issues so that students may develop, under guidance, the practice of analytical reading and thinking;
6. To provide materials representative of the many religions and ethnic and cultural groups, showing their contributions to our heritage;
7. To distribute curriculum materials and instructional supplies to the schools of the district in such a manner to ensure that equivalence of such materials exists among the schools;
8. To provide a procedure to address concerns with the appropriateness of instructional/library media materials; and
9. To ensure adherence to all copyright laws regulating the use of such material.

The district will regularly consider and determine whether textbooks and other instructional materials that are available through online resources will be made available free of charge to students with print disabilities.

Textbook Selection and Adoption

Textbooks will be selected upon recommendation of professional staff and will be approved by the Board. In determining selections, the perspective and input of parents and other members of the community will be considered.

Library Materials Selection and Approval Process

All materials for school libraries will be recommended for purchase by the district or building media staff and approved by the superintendent or designee. Consultation will take place with the administration, staff and/or parents as appropriate.

All materials selected will be consistent with the stated principles of selection that apply to all instructional and library materials.

In order to maintain a current and highly usable collection of materials, the media specialist will provide for continuing renewal of the collection, not only by addition of up-to-date materials, but by the judicious elimination of materials which no longer fulfill district needs.

Gifts to the library may be accepted if they meet the criteria established for the selection of all instructional materials and other applicable policies.

Use of Supplementary Materials

The district allows instructional staff to use a variety of supplementary materials, both commercial and teacher-made, in order to meet the district's established educational goals. Teachers may use supplementary materials such as models, videos, pictures, charts, exhibits and websites for educational purposes with the approval of the principal.

It shall be the responsibility of the principal to ensure that any supplementary materials are appropriate to the particular instructional objectives and to students' ages.

Special Interest Supplementary Materials

Special interest supplementary materials bearing the name of the commercial business firm that provided the materials may be used. Instructional use of the material from appropriate media sources may contain unavoidable commercial references that recognize specific interest groups, products, etc. Special interest supplementary instructional materials may also be political or religious in nature. In general, supplementary materials from such nonschool resources should have the approval of the superintendent or designee before being used in the schools. This approval may be given to materials that are of obvious educational quality, which supplement and enrich text and reference book materials for definite school courses, and which are timely.

Materials from nonschool resources may not be displayed or distributed in the schools or on the school grounds without the superintendent or designee approval. Students may not be used as agents for distributing nonschool materials to the homes without the approval of the superintendent or designee. As appropriate, educational films/videos secured from or through commercial sources will be approved by the principal prior to their use in the schools.

END OF POLICY

Legal Reference(s):

[ORS 336.035](#)
[ORS 336.840](#)
[ORS 337.120](#)
[ORS 337.141](#)
[ORS 337.150](#)
[ORS 337.260](#)

E

[ORS 337.511](#)
[ORS 339.155](#)
[OAR 581-011-0050 to -0117](#)
[OAR 581-021-0045](#)
[OAR 581-021-0046](#)

[OAR 581-022-2310](#)
[OAR 581-022-2340](#)
[OAR 581-022-2350](#)
[OAR 581-022-2355](#)

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2012).

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Code: IIA
Adopted:

Instructional Materials**

The Board believes proper care and judgment should be exercised in selecting core and supplemental instructional materials and school and classroom library materials and that those materials should be inclusive of all people, regardless of race, color, creed, national origin, age, sex, sexual orientation, gender identity, or disability.

The process of selecting instructional and library materials reflects the responsibility of the district:

1. To provide materials that are representative of the contributions of all people, regardless of an individual's perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, and to identify, mitigate and/or eliminate culturally biased materials;
2. To provide materials that offer multiple perspectives on controversial issues so that students may develop, under guidance, the practice of analytical reading and thinking;
3. To ensure adherence to all laws regulating the use of such material.

A material involved with a reconsideration will remain available throughout the reconsideration process. Materials will not be removed for discriminatory reasons. A request for reconsideration of materials may be processed through established procedures found in accompanying administrative regulations.

This policy is not intended to cover classroom activities.

The term "instructional material" includes core instructional materials, supplemental materials, school library materials, and classroom library materials.

Some materials may fall into more than one of the following categories. If there is a question regarding selection or reconsideration, the district administration may select which procedure to use.

Principals are responsible for implementing and maintaining district-required materials and academic programming.

Definitions

“Core instructional material,”¹ sometimes referred to as basal, means any organized system, which constitutes the major instructional vehicle for a given course of study, or any part thereof. Core instructional materials may include adaptive or personalized learning programs, digital textbooks, and print textbooks and are adopted and paid for by the district. Core instructional materials may include such instructional materials as a hardbound or a softbound book or books, or sets or kits of print and non-print materials, including electronic and internet or web-based materials or media.

“Supplemental instructional materials” means instructional materials used as part of the course of study that are not part of the core instructional materials. They contain materials to supplement and/or differentiate core instruction. These materials are not adopted by the Board. Materials required or assigned to be used as part of a class may be considered supplemental instructional materials, regardless of the source or location of the material. It shall be the responsibility of the principal to ensure that any supplemental materials are appropriate to the instructional objectives.

“School library materials” means materials which are kept in the school library for student selection and use. The use of these materials may not be required for a particular class, but they may be selected by students to use. These may include books, media, newspapers, magazines, videos, websites, or databases, including in digital or print, etc. These materials are not adopted by the Board.

“Classroom library materials” means materials which are kept in the classroom for student selection and use. The use of these materials is not required for the class, but they may be selected by students to use. These may include books, media, newspapers, magazines, videos, etc. These materials are not adopted by the Board.

Core Instructional Materials

The Board retains the authority to approve core instructional materials used in district schools and authorizes the superintendent or designee to develop and implement administrative regulations governing selection and adoption of such materials. Procedures will provide for involvement of administrators, staff, parents/guardians, students, and community members; will use established selection criteria to contribute to the attainment of district, program, and course or grade-level goals; and will reflect recent knowledge, trends, and technology in the field.

The district will review core instructional materials in accordance with the State Board of Education adoption cycle. Each core instructional program and its instructional materials will be reviewed and any resulting recommendations will be issued by district administration to the Board for approval. All recommended core instructional materials shall be approved by the Board prior to use. The adoption of textbooks by the Board and any committee shall be done in a manner in accordance with ORS 337.260. The district will establish a process and timeline for regularly determining and considering whether core instructional materials are available through online resources that enable students with print disabilities to receive textbooks and instructional materials free of charge. All requests for reconsideration of core instructional materials may be considered under administrative regulation IIA-AR(2) - Reconsideration of Core Instructional Materials.

¹ This comes from OAR 581-011-0050(1), referring to instructional materials which must be adopted by local school boards.

The district may choose to independently adopt core instructional materials which are not on the state-approved list, using state-approved selection criteria. (See administrative regulation IIA-AR(6) – Independent Adoption of Instructional Materials).

Supplemental Instructional Materials

All supplemental instructional materials will be selected by instructional staff as appropriate, which may not be through any formal selection procedure. Such materials will contain suitable readability levels and support the district’s adopted curriculum content. Materials will be used for their intended audience. All requests for reconsideration of supplemental instructional materials may be considered under administrative regulation IIA-AR(3) - Reconsideration of Supplemental Instructional Materials.

School Library Materials

All school library materials will be selected by a librarian using established selection criteria. Such materials will contain suitable readability levels. All requests for reconsideration of school library materials may be considered under administrative regulation IIA-AR(4) - Reconsideration of School or Classroom Library Materials.

Classroom Library Materials

All classroom library materials will be selected by a classroom teacher and/or others, with no formal selection procedure. Such materials will contain suitable readability levels. Teachers are responsible for knowing the available materials in their classroom library. All requests for reconsideration of classroom library materials may be considered under administrative regulation IIA-AR(4) - Reconsideration of School or Classroom Library Materials.

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

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 337.150	OAR 581-021-0045
ORS 332.107	ORS 337.260	OAR 581-021-0046
ORS 336.035	ORS 337.511	OAR 581-022-2310
ORS 336.082	ORS 339.155	OAR 581-022-2340
ORS 336.840	ORS 659.850	OAR 581-022-2350
ORS 337.120		OAR 581-022-2355
ORS 337.141	OAR 581-011-0050 - 0117	

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2018).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2024).

PROPOSED

**RESOLUTIONS FOR FISCAL YEAR 2025-26:
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
IMPOSING AND CATEGORIZING THE TAX**

ACTION
Agenda Item #7
June 5, 2025

SUPERINTENDENT'S RECOMMENDATION:

Recommend the adoption of the following resolutions:

- 1) Resolution **R24/25-82** to adopt the budget for fiscal year 2025-26 in the total amount of \$592,553,170.
- 2) Resolution **R24/25-83** to approve the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown are hereby appropriated as presented.
- 3) Resolution **R24/25-84** to approve the following ad valorem property taxes are hereby imposed for tax year 2025-26 upon the assessed value of all taxable property within the district: (1) At the rate per \$1,000 of assessed value of \$4.8701 for permanent rate tax (2) at the rate of \$1.63 per \$1,000 of assessed value for local option tax, and (3) in the amount of \$44,969,115 for the debt service on general obligation bonds.
- 4) Resolution **R24/25-85** to approve that the taxes imposed are hereby categorized for the purposes of Article XI section 11b as: (1) Education Limitation permanent rate tax of \$4.8701 per \$1,000 (2) at the rate of \$1.63 per \$1,000, and (3) Excluded from Limitation, General Obligation Bond Debt Service in the amount of \$44,969,115.

ORIGINATED BY:

This is an annual agenda item.

COMMITTEE RECOMMENDATION:

The Budget Committee recommends Board adoption of the 2025-26 Approved Budget.

BACKGROUND:

According to Oregon Budget Law (ORS 294.456), the Board has the responsibility to officially adopt the budget, make appropriations, and declare the tax levy and categorize the tax prior to the beginning of the new fiscal year.

At its May 27th, 2025 meeting, the Budget Committee voted to approve the proposed budget for the 2025-26 fiscal year, declared the tax levy for the 2025-26 tax year and moved the recommendations forward to the Board for adoption.

ATTACHMENTS:

Resolutions: 1) Adopting the Budget; 2) Making Appropriations; 3) Imposing the Tax; and 4) Categorize the Tax.

PRESENTER / STAFF CONTACT:

Matthew J. Makara, Executive Director of Finance and Business Services

1) RESOLUTION ADOPTING THE BUDGET - R24/25-82

BE IT RESOLVED that the Board of Directors of the North Clackamas School District 12 hereby adopts the budget for fiscal year 2025-26 in the total amount of \$592,553,170.* The budget is on file at 12400 SE Freeman Way in Milwaukie, Oregon.

2) RESOLUTION MAKING APPROPRIATIONS - R24/25-83

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown below are hereby appropriated:

General Fund (100)

Instruction.....	\$	172,321,623
Support Services.....	\$	130,059,650
Enterprise & Community Services..	\$	8,728
Facilities Acquisition.....	\$	300,000
Transfers.....	\$	5,674,380
Contingency.....	\$	51,268,187
Total.....	\$	359,632,568

Special Revenue Fund (200)

Instruction.....	\$	27,798,816
Support Services.....	\$	27,104,502
Enterprise & Community Services..	\$	11,788,383
Transfers.....	\$	898,122
Contingency.....	\$	10,000,000
Total.....	\$	77,589,823

Debt Service Fund (300)

Debt Service	\$	61,884,206
Total.....	\$	61,884,206

Capital Projects Fund (400)

Support Services.....	\$	500,000
Facilities Acquisition.....	\$	24,043,151
Contingency.....	\$	2,500,000
Total.....	\$	27,043,151

Enterprise Fund (500)

Enterprise & Community Services..	\$	4,079,057
Contingency.....	\$	400,000
Total.....	\$	4,479,057

Internal Services Fund (600)

Instruction.....	\$	2,897
Support Services.....	\$	48,711,355
Enterprise & Community Services..	\$	632
Total.....	\$	48,714,884

Trust And Agency Fund (700)

Instruction.....	\$	10,525,563
Support Services.....	\$	2,683,918
Total.....	\$	13,209,481

Total APPROPRIATIONS, All Funds....	\$	592,553,170
Total Unappropriated and Reserve Amounts, All Funds....	\$	-
TOTAL ADOPTED BUDGET....	\$	592,553,170

(*amounts with asterisks must match)

3) RESOLUTION IMPOSING THE TAX - R24/25-84

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2025-2026 upon the assessed value of all taxable property within the district:

- (1) At the rate per \$1,000 of assessed value of \$4.8701 for permanent rate tax;
- (2) At the rate per \$1,000 of assessed value of \$1.63 for local option tax; and
- (3) In the amount of \$44,969,115 for the debt service on general obligation bonds.

4) RESOLUTION CATEGORIZING THE TAX - R24/25-85

BE IT RESOLVED that the taxes imposed are hereby categorized for the purposes of Article XI section 11b as:

Education Limitation	Excluded from Limitation
Permanent Rate Tax.....\$4.8701 / \$1,000	General Obligation Bond Debt Service...\$44,969,115
Local Option Tax.....\$1.63 / \$1,000	

The above resolution statements were approved and declared adopted on this 5th day of June, 2025.

Shay James, Superintendent

Kathy Wai, Board Chair

CONSTRUCTION EXCISE TAX RATE APPROVAL

ACTION
Agenda Item #8
June 5, 2025

SUPERINTENDENT’S RECOMMENDATION:

Recommend approving the Construction Excise Tax for the 2025-26 Fiscal Year, and thereafter until later modified.

ORIGINATED BY:

This is an annual agenda item.

BACKGROUND:

Chapter 829, Oregon Laws 2007 (Senate Bill 1036), authorizes school districts, as defined in ORS 330.005, to impose construction excise taxes to fund capital improvements to school facilities.

Passed in 2007, SB 1036 allowed school districts to impose a tax on new construction measured by the square footage of improvements (affordable housing, public buildings, agricultural buildings, hospitals, private schools and religious facilities are exempt). SB 1036 defined and required revenues to be used for capital improvements. Construction taxes imposed by a school district must be collected by a local government, local service district, special government body, state agency or state official that issues a permit for structural improvements regulated by the state building code.

SB 1036 set tax rate limits of \$1.00 per square foot for residential use and \$0.50 for nonresidential use, along with a \$25,000 tax limit on nonresidential properties. Beginning in 2009, tax rates were indexed to inflation using the Engineering News-Record Construction cost Index. As prescribed in statute, the Oregon Department of Revenue (DOR) is responsible for updating tax rate limits and notifying affected districts. To notify affected districts DOR has partnered with Department of Education who receives updated limit calculations from DOR and notifies the affected districts.

An intergovernmental agreement with local governments collecting the tax is required and collection expenses are limited to 4% of tax revenue. The Department of Consumer and Business Services (DCBS) is allowed to establish an administration fee of .25% of tax revenue. School districts with construction tax revenue are required to develop long-term facility plans. Construction taxes may be used for repayment of capital improvement debt.

The DOR has updated tax limits for the 2025-26 year (and thereafter until later modified) year as follows:

Residential	\$1.67
Non-Residential	\$0.84

Non-Residential Max\$41,800 (not to exceed per building permit or per structure, whichever is less)

North Clackamas School District's jurisdiction includes properties located within the cities of Happy Valley and Milwaukie, as well as properties within unincorporated portions of Clackamas County.

ATTACHMENTS:

Resolutions: 1) Resolution Establishing the Construction Excise Tax Rate

PRESENTER / STAFF CONTACT:

Matthew J. Makara, Executive Director of Finance and Business Services

RESOLUTION ESTABLISHING THE CONSTRUCTION EXCISE TAX RATE

WHEREAS: The Department of Revenue has determined the tax rate limits for the 2025-26 year.

NOW THEREFORE BE IT RESOLVED: The Construction Excise Tax rate for the fiscal year 2025-26, and thereafter until later modified, shall be:

Residential	\$1.67
Non-Residential	\$0.84
Non-Residential Max	\$41,800

Approved this 5th day of June, 2025.

Kathy Wai, Board Chair
North Clackamas School District No. 12

Shay James, Superintendent/Clerk