

Southern Oregon Education Service District

2009-10 Local Service Plan

(Final)

Board of Directors

Christine Norton-Cotts – Chair and Zone 5
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Administration

Steve Boyarsky, Superintendent
Howard George, Business Manager
Ron Enger, Director of Technology and Media
Sandra Crews, Director of Special Education
Kathy McCollum, Director of School Improvement

Bev Orndorff, Executive Assistant to the Board and superintendent

Mission of SOESD

As a responsible partner, we provide services and leadership to optimize opportunities for the children, schools and communities we serve.

Local Service Plan Introduction

Southern Oregon Education Service District appreciated the continued opportunity to be of service to our thirteen member districts. We believe that we have been able to develop an effective working relationship which is manifested in the scope of our local service plan.

Southern Oregon Education Service District provides support for the 13 school districts in Jackson, Josephine and Klamath Counties. Schools in our three-county region provide educational services to more than 50,000 students which represents almost 10 percent of the students in Oregon. The SOESD geographic region is the largest ESD region in Oregon. We serve students living in almost 10,600 square miles, which is larger than eight states of the United States.

In the 2008-09 school-year more than 90% of our state general funds are spent in services for our component districts. SOESD received approximately \$18.3 million from the state school fund and \$559,000 which comprises the School Improvement Fund Grant. The sources of these state school funds originate as local ESD property taxes and state income taxes which comprise 46% and 54 % respectively of our general fund revenue. The state school funds have the Local Service Plan requirement which is being reported in this document.

Southern Oregon ESD has been very successful in receiving grants and contracts and maintains over 100 special revenue funds that track and report these grants separately from our state school fund. Almost half of our annual revenue is derived from grants, contracts and cooperative services. SOESD brings value added to our districts by bringing in revenue for projects above and beyond state school fund allocations.

2007-08 brought many accomplishments to Southern Oregon ESD. Below are some of the notable achievements from this past year.

Administration and Business

- Initiation of Personnel Directors Regional Meetings
- Regional identification of new business software
- Southern Oregon regional team involvement with Oregon Leadership Network (OLN)
- Development of Code Review Process for classified jobs
- Rewrite and clarifications in Administrative and Employee Handbooks
- Development of pre-employment physicals
- Unanimous approval of SOESD Local Service Plan
- Conclusion of a three year collective bargaining agreement with licensed staff

School Improvement Services

- Successfully coordinated the School Improvement Fund Grant
- Increased involvement of SOESD staff in teaching education classes at SOU
- ELL received a state award for services
- Initiated a New Teacher Center Leadership Institute for district administrators
- Wrote a successful New Teacher/Administrator Mentor Grant
- Growth of new teacher mentorship programs in our region
- Initiation of Leadership Institute in Southern Oregon
- The first CIP Summit developed at SOESD
- Growth of Attendance Services
- Successfully wrote and initiated a three-year Teaching American History Grant
- First Positive Behavior Support regional conferences

- Successful Brain Bowl, Scavenger Hunt, Best of Best Art Show, Spelling Competition and Math League
- Sponsored the first middle school Scrabble tournament
- Hosted state-wide ESD Instructional Leadership Council meeting
- Growth in Oregon On-line students
- Initiated Response to Intervention (RTI) training and programs with many districts

Special Education Services

General

- Collaboration with districts to establish middle school class for students with mental health needs
- Provided Regional Roundtables training attended by nearly 500 district staff (from 5 counties)
- Quality services provided to children with disabilities in spite of highest caseloads ever, highest numbers of children with ASD and other significant issues, without increases in staff

SEAS

- Formation of SOESD-wide consortium to select, plan, and implement a special education data management software system
- Implementation of Special Education Automated Systems (SEAS) to manage IEPs

STEPS

- Expansion of STEPS classrooms and number of students directly served
- Study of alternate strategies & resources for serving students with mental health needs

Speech-Language

- Focus on teambuilding & social communication training
- Increased recruitment strategies resulting in hiring of 2.0 FTE S/LPs

PDHH/PVI

- Participation of Deaf Brain Bowl Team at WV School for the Deaf
- Participation of Regional PDHH & PVI students in Classroom at Crater Lake project
- Development of distance learning training for interpreters
- Release of Sixth edition of OR Project for Visually Impaired & Blind Preschool Children

EI/ECSE

- Purchase of children's books and curriculum resources to support social emotional development in young children by ECS (SOESD Early Childhood Services) in collaboration with Commission for Children and Families, Child Care Resource and Referral Network, and EI Council
- Coordination of ECS parent/staff volunteer garden and playground beautification project
- Reduction in challenging behavior in preschool classrooms implementing PBS

Autism

- Provision of RPATS development and staff training
- Leadership re: training and use of the Ziggurat model for team planning for students with ASD
- Increased mainstreaming for students with ASD

Orthopedic Impairments

- Collaboration with ASD staff re: serving students with sensory needs
- Met with extended team (SOESD & district-employed OTs & PTs)

School Psychologists

- Participation in post-school transition activities (e.g., new transition planning inventory tool at the high school level, career/values survey in AHS resource room classes, & introduction of transition curriculum)
- Participation in "Special Friends" (mentor program for at-risk kids sponsored by Coalition for Kids)

- Provided counseling and support to students with psychological challenges (e.g., potential drop outs, negative thinking, separation anxiety)
- Continued collaboration with School Improvement Team re: RTI training and support
- Began new strategy of writing combined SLP and psych reports for autism evaluations

Technology and Media Services

- Follett “Destiny” Library Software Consortium purchase
- Phone system conversion to Voice Over Internet Protocol (VOIP)
- Rural Utilities Services Grant
- Electronic Services developing rolling distance education carts
- 19 distance education carts deployed to schools
- Programming for RUS grant schools
- SOESD TV and school programs from our region
- Monthly School Talk program
- Televised first live high school football game
- Televised student plays, arts events and musical productions
- Development of a SANS virtual server
- Regional library data bases to support student research
- Increase in librarian training
- Integration of on-line booking and streaming of media materials
- Computer services expansion of help desk support for 11 districts
- Increase in deployment of video surveillance systems for increased school security
- Statewide Spanish classes delivered via videoconferencing

I am very proud of the accomplishments of Southern Oregon ESD. SOESD is viewed as a progressive leader in the ESD community and within our region. I would like to recognize that our success is due to the work of our staff and cooperation with our component districts.

Steve Boyarsky
Superintendent

Mission of ESDs in the State of Oregon

Under the provisions of HB 3184, adopted by the Oregon Legislative Assembly in its regular 2005 session, an Education Service District shall provide regionalized core services in:

- Administrative/Business Services
- Services for Children with Special Needs
- School Improvement Services and
- Technology Services

The goals of these services are to:

- a. Assist component school districts in meeting the requirements of state and federal law
- b. Improve student learning
- c. Enhance the quality of instruction provided to students
- d. Provide professional development to component school district employees
- e. Enable component school districts and the students who attend school in those districts to have equitable access to resources
- f. Maximize operational and fiscal efficiencies for component school districts

Core Services of Local Service Plans

The previous “resolution process” followed by SOESD has been merged with the development of a “Local Service Plan” in keeping with the statutes within HB 3184. We must work in collaboration with our local school district’s superintendents and advisory councils in the development of the plan. The SOESD local service plan must include the following services as defined in HB 3184:

- **Administrative and support services** for component school districts, including but not limited to services designed to consolidate component school district business functions, liaison services between the Department of Education and component school districts, and registration of children being taught by private teachers, parents, or legal guardians pursuant to ORS 339.035.
- **Programs for children with special needs** including, but not limited to, special education services for at-risk students and professional development for employees who provide those services.
- **School improvement services** for component school districts, including, but not limited to, services designed to support component school districts in meeting the requirements of state and federal law; services designed to allow the education service district to participate in the review of the state and federal standards related to the provision of a quality education by component school districts; services designed to address school-wide behavior and climate issues; and professional technical education and professional development for employees who provide those services.
- **Technology support** for component school districts and the individual technology plans of those districts, including but not limited to technology infrastructure services, data services, instructional technology services, distance learning, and professional development for employees who provide those services.

School Improvement Fund Grants

The School Improvement Fund (SIF) grant was created by the 2007 Legislature to focus on specific areas identified in the law. Those areas are:

- Early childhood support;
- Class size reduction;
- Increasing instructional time;
- Mentoring and professional development;
- Remediation, alternative learning and student retention;
- Services to at-risk youth;
- Programs to improve a student achievement gap;
- Vocational education programs; and
- Other research-based student improvement strategies.

Programs using the School Improvement Funds Grant are developed under the guidance of Southern Oregon Curriculum Council, Special Education Directors Association, Technology Coordinators and Southern Oregon Superintendents Association. Component school district boards of Southern Oregon ESD approve the School Improvement Funds in a similar manner as all General Fund programs.

As we are entering into the 2009-11 legislative session, continuation of the School Improvement Fund grants look solid but funding levels are undetermined. Proposed SIF grant programs included in the Local Service Plan need to meet with final approval of Curriculum Council, Special Ed Directors, Technology Coordinators and local Superintendents.

Approval Process

All services and facilities provided by an ESD, including the core services and the School Improvement Fund, those required by state law and service provided via contract to component districts, non components and private entities must be approved annually by the ESD board as well as component school boards. The criteria for approval of the Local Service Plan is two thirds of the component districts with at least 50 percent of the student must vote in favor of the plan.

Amendment Process

The Local Service Plan may be amended during the service year. This may be accomplished by a resolution of constituent district superintendents using the same percentage criteria that approved the original plan and approval of the SOESD board.

Development and Approval Process

- June – November 2008: Information and sharing of SOESD services with districts and job-alike groups.
- November/December, 2008: Local service plan submitted to component district superintendents for review.
- January, 2009: Local service plan submitted to Southern Oregon ESD Board for approval.
- January/February, 2009: Local service plan submitted to component school district boards for approval.
- March 1, 2009: Approval cycle completed.

Organization

The Southern Oregon ESD is organized into four departments to reflect the priorities set forth in the local service plan mandates of HB 3184. The following SOESD administrators have been assigned responsibility for each of the four departments:

- Administrative and Business Services – Steve Boyarsky and Howard George
- School Improvement Services – Kathy McCollum
- Special Education Services – Sandra Crews
- Technology and Media Services – Ron Enger

Annual Performance Measure

In keeping with HB 3184, the services provided by SOESD and outlined in the Local Service Plan will be measured annually using a variety of evaluation tools. A summary of this performance measurement shall be provided to all local school district boards, all local school district superintendents, and to the board of the ESD.

Expenditure Requirement

State law requires ESDs to expend at least 90 percent of all “local revenues of an ESD” for services approved by component districts through the approval process. SOESD utilizes more than 90% of state funds in core service program in 2008-09. We are closer to 90% than last year as a result of increased building maintenance with a new roof and heating and air conditioning systems in the Medford office. Resources from the School Improvement Fund Grant are to be expended 100 percent on services are not subject to the 90/10 rule.

Entrepreneurial Services

ESDs may provide services and facilities to public and private entities and to non component school districts provided that they are to address a need of a component district, included in an approved local service plan and have a business plan.

2008-09 Budget

House Bill 3184 reduced the percentage for the ESD State School Fund from 5% to 4.75%. The SOESD state school fund dollars originate as either ESD property taxes or as state income taxes. We received less money (\$10,026,089) from state income tax sources last year and collected more money (\$8,297,742) from local property taxes than the previous fiscal year. These combined amounts, \$18,323,831 and the beginning budgeted cash balance of \$429,431 comprise the SOESD General Fund total of \$18,753,262 to be used for Core Services Funding. With the addition of interest earnings, e-rate and special education contingency the total Core Services Budget is \$19,378,262. SOESD in cooperation with our component districts developed an application for the School Improvement Funds grant. Our application to Oregon Department of Education will be submitted at \$559,000.

Program Overview & Comments

Southern Oregon ESD provides an array of services to our constituent districts. Those services have been organized within the four “core service areas” as outlined in the legislation for our Local Service Plan. We have a long-standing, positive working relationship with our districts and together we annually review and revise services to best meet their needs. Our 2009-2010 Local Service Plan includes all services identified in HB 3184 and additional services identified as needed by our local districts. We have combined both services previously known as resolutions with other services into the four Core Service areas for our local service plan.

The Local Service Plan responds to regional needs using common school fund allocations to SOESD. ESDs are also required to get approval for any entrepreneurial activities to districts outside our region. SOESD has been successful in obtaining significant resources from grants and contracts to serve districts in our region. Approximately 49% of the ESD revenue is in the form of grants and contracts. Shown in this document are the general fund services, cooperative services, grants and contracts, and entrepreneurial activities for each core service.

Shown on the following pages are the services we offer to component districts in each of the core service areas organized by funding source.

Administrative/Business Services

General Fund

- Superintendents Association
- Home School Registration and Legal Requirements
- Boundary Board Functions
- Business Officials Meetings
- Payroll Professionals Meeting
- Personnel Directors Meeting
- Professional Development for Administrators and Business Officials
- Distribution of Federal Forest Fees
- Media Production Services
 - School Athletic/Academic and Arts Events
 - School Talk Monthly Program
 - Multi-Media Production/Editing
 - Cable TV Channels

Cooperative Services

- Cooperative Purchasing of school supplies
- Sub-Finder System

Grants and Contracts

- Oregon Leadership Network Grant

Entrepreneurial

- Creative Services (Video Production)
 - GPS Systems Video for Jackson County
 - High School Graduation Ceremonies

General Fund Budget

2008-09 Budget allocated to Administrative/Business Services - \$1,847,023
Percentage of Core Services Funding – 9.53%

School Improvement Services

General Fund

School-Wide Improvement

- Positive Behavior Supports (PBS)
- Continuous Improvement Planning
- Data Drive Decision Making
- Making Standard Work Training
- Surveys of Enacted Curriculum

Career and Technical Education

- Regional Vocational Planning Alliance (RVPA)
 - Perkins Grant Management
- Program Quality Assurance
- Instructor Appraisals
- Comprehensive Guidance and Counseling
- Diploma Requirement
- Career Information Systems

Curriculum and Assessment

- Southern Oregon Curriculum Council

Literacy Content Specialists
Illuminating Science Inquiry (ScienceWorks)
Student Academic Competitions (SOU)
Effective Teaching Strategies
Southern Oregon Ed Tech Cadre
Oregon On-Line School
Integrated Technology
Annenberg Math Series
Artists in Schools

Migrant Education/English Language Learners (ELL) Services

ELL Regional Meetings
Grant Management
SIOP (Sheltered Instruction Observation Protocol) Training
Systematic ELD (English Language Development) Training
Cultural Competency Training

School Improvement Fund Grant

Attendance Services
Continuous Improvement Plan Support
Leadership Training
 Leadership Institute
 Collaborative Leadership (CLASS)
Teacher Mentoring
Literacy Training and Coaching Support
Data Team Development
Positive Behavior Support Collaboration
Regional Math Collaboration
Response to Intervention (RTI)

Grants and Contracts

School-Wide Improvement

New Teacher/Administrative Mentor Project
Effective Teaching Strategies (Regional TAG Grant)
Positive Behavior Supports
Title IIA Retaining High Quality Teachers

Career and Technical Education

Perkins Grant Management
Regional Capacity Grants
Workforce Development Grants

Curriculum and Assessment

Teaching American History
Classroom at Crater Lake
Writing Scoring Site

Migrant Education/ELL Services

Migrant Title I C Consortium
Title II B – 3 - Listo Family Literacy
Title III Consortium
Pre School, After School & Summer School Programs
Cultural Competency Training

Entrepreneurial

Oregon Online School (students outside Southern Oregon)
Literacy Strategies Series (Salem-Kaiser)

General Fund Budget

2008-09 Budget allocated to Student Improvement Services - \$2,043,372

Percentage of Core Services Funding – 10.54%

Programs for Children with Special Needs (Special Education Services)

General Fund

Assistive Technology
Audiological Services
Autism Consultants (non-regional eligible)
Brailleists
Occupational Therapy (non-regional eligible)
Physical Therapy (non-regional eligible)
Psychological Services
Sign Language Interpreters
Special Education Administrators Association
Special Education Automation Software (SEAS)
Speech/Language Services
STEPS (Mentally and Multiply Disabled)

School Improvement Fund Grant

Autism Institute

Cooperative Services

Medicaid Administrative Claiming
Medicaid Reimbursement

Grants/Contracts

Deaf-Blind Grant
Regional Program Autism Training Sites (RPATS)
Regional Roundtables
Southern Oregon Regional Low-Incidence Program
 Autism Services
 Program for Deaf and Hard of Hearing (PDHH)
 Program for Vision Impaired (PVI)
 Program for Severely Orthopedically Impaired
 Regional Advisory Council
 Traumatic Brain Injury
Early Intervention/Early Childhood Special Education
 Southern Oregon ESD Early Childhood Services
Assessment Support Grant

Entrepreneurial

Oregon Project for Visually Impaired and Blind Pre-School Children
Sign Language Skill Training Modules

General Fund Budget

2008-09 Budget allocated to Children with Special Needs - \$12,433,256

Percentage of Core Services Funding – 64.16%

Technology Services (Technology and Media Services)

General Fund

Network Connectivity

Design, Installation and Troubleshooting
LAN/WAN/WLAN Security

Electronic Services

Electronic Field Services/Installations/Network Design
Equipment Repair and Maintenance: In-house and On-site
Bid Specifications Preparation

Media Materials Library

Courier Service
Online Subscriptions
Instructional Resources
Video Streaming of Media Resources

Distance Learning and Teleconferencing

K-12 Student Classes
Regional Collaboration
Professional Development
Electronic Field Trips and Special Events

Computer Information Services

Programming Applications
Region-Wide Help Desk
Remote & On-site Technology Support
Website Development and Support

School Improvement Fund Grant

World Book Encyclopedia Data Base for student research

Cooperative Services

Follett "Destiny" Library Software
Cooperative Purchasing in Electronic Equipment
Foreign Language Classes
Voice Over Internet Protocol (VOIP)

Grants/Contracts

Rural Utilities Services (RUS) Grant

Entrepreneurial

Distance Learning Classes (for students outside our region)

General Fund Budget

2008-09 Budget allocated to Technology and Media Services - \$3,054,611
Percentage of Core Services Funding – 15.76%

Measurement and Measurement Type

Administrative/Business Services

Service	Measurement Type			Individual Responsible
Superintendent Association	C2	D1		Steve Boyarsky
Home School Registration/Legal Requirements	D2	G2		Steve Boyarsky
Business Officials Meetings	C2	D1		Howard George
Distribution of Federal Forest Fees	G2			Howard George
Creative Services				
Cable T.V. Channel	C2			Perry Young/Jay Matheson
Learning Matters	G1	D4		Perry Young/Jay Matheson
Multi-Media Production/Editing	G1	B		Perry Young/Jay Matheson

Programs for Children with Special Needs (Special Education Services)

Program	Measurement Type			Individual Responsible
Special Education Administrators Association	C2	B		Sandra Crews
Assistive Technology	D3	D4		Kris Davis/Sandra Crews
Audiological Services	D3	G1		Marla Lohr-Flanders/Vicki Bernard
Autism Consultants	G2	D3		Agnes Wolfe
Braillists	G2	D3		Mark Moskowitz
Occupational Therapy	G1	F1		Evelyn Henderson
Physical Therapy	G1	F1		Evelyn Henderson
Psychological Services	G2	D3	E	Agnes Wolfe
Sign Language Interpreters	G2	D3		Mark Moskowitz
Speech/Language	G1	A1		Vicki Bernard
STEPS (Mentally and Multiple Disabled)	G1	D3		Evelyn Henderson/Vicki Bernard/Agnes Wolfe

School Improvement Services

Program	Measurement Type			Individual Responsible
School-Wide Improvement				Kathy McCollum
Continuous Improvement Plan (CIP)	F3	G	C2	Kathy Helgeson
School Climate – Positive Behavior Supports	F3	G		Kathy Helgeson/Amy Morrison
Surveys of Enacted Curriculum	F3	G	F1	Kathy Helgeson
Mentor/New Teacher Support	C	G1	F1	Rea Snyder
Curriculum and Assessment				Michele Wolf
Curriculum Council	G1	D1	E	Michele Wolf
Oregon On-Line School	D3	F1	E	Virginia Pettit
Literacy Content Specialists	A1	F3	D1 /4	Rea Snyder/Mary Palmer/Julie Rossi
Annenberg Math	G1	D4	C2	Michele Wolf/ Mike Gould/Larry Francis
Artists in Schools	G1	D		Michele Wolf/Herb Heiman
Illuminating Science Inquiry	D	G1	F1	Michele Wolf/ ScienceWorks

Migrant Education/English Language Learners (ELL)				Charlie Bauer
ELL Regional Meetings	G1	G2		Charlie Bauer
SIOP Training	D4	A1	A2	Charlie Bauer
Systematic ELD Training	D4	A1	A2	Charlie Bauer
Cultural Competency Training	D4	A1	A2	Charlie Bauer
Career and Technical Education				Steve Schilling
RVPA	G1	G2		Steve Schilling
Program Quality Assurance	C1	G2		Steve Schilling
Instructor Appraisal	C1	G2		Steve Schilling
Comprehensive Guidance and Counseling	G1	G2		Martha Murphy

Technology Services (Technology and Media Services)

Service	Measurement Type			Individual Responsible
Network Services				
Design, Installation & Troubleshooting	C2	B		Mike Prinslow/Ron Enger
LAN/WAN/WLAN Security	C2	B		Mike Prinslow/Ron Enger
Electronic Services				
Electronic Field Services/Installations/ Network Design	G1	B		Carey Goffic/Ron Enger
Equipment Repair & Maintenance: In-House & On-Site	G1	B		Carey Goffic/Ron Enger
Computer Information Services				
Programming Applications	E	G2		Scott Beveridge/Ron Enger
Region-Wide Help Desk	G1	D1	D4	Scott Beveridge/Ron Enger
Remote & On-Site Technology Support	C2	G1		Scott Beveridge/Ron Enger
Website Development & Support	G2	E		Scott Beveridge/Ron Enger
Interactive Video Conferencing (IVC)				
K-12 Student Classes	D3	G2		Linda Tuck/Beckie Kantor/ Jay Matheson
Electronic Field Trips and Special Events	D4	F1		Jay Matheson
Professional Development	D4			Jay Matheson
Regional Collaboration	D4			Jay Matheson
Media Materials Library				
Courier Services	G1			Jay Matheson
Instructional Resources	D4	G1		Kelly Bryant/Ron Enger
Online Subscriptions	G2			Kelly Bryant/Ron Enger

Measurement Type

A. Classroom Instructional Quality

1. Classroom observations – *using standard observation forms*
2. Teacher surveys of instruction – *self assessment*

B. Efficiencies - *How has a SOESD service saved money?*

C. Interviews

1. Component District Personnel - *interview individual component district personnel*
2. Focus Groups - *assemble users group and use standard questions*

D. Numbers of participants – *tally participation*

1. Administrators
2. Parents
3. Students
4. Teachers

E. Self-Assessment - *SOESD staff evaluate programs and services*

F. Student Performance

1. Case Studies - *tell the stories of how SOESD programs have impacted students*
2. IEP Goals - *percent of IEP goals met*
3. State Assessment Data – *formative and/or summative*

G. Surveys

1. Point of Service - *quick surveys at time of service*
2. Satisfaction Surveys – *paper/pencil or online surveys sent out to direct users*

H. Other Measurement Types