



Agenda

North Clackamas School Board
Thursday, September 21, 2023 - 6:30 PM
Board Room/YouTube
12400 SE Freeman Way
Milwaukie, OR 97222

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

OPEN SESSION

6:30	Call to Order	
	Community Comments	
	Native Land Acknowledgement	3
	Flag Salute	4
	Minutes - September 7, 2023	5
	Consent Agenda	
	A. Employment Changes	
	B. North Clackamas School District 2024-2025 Budget Calendar	8
	C. Budget Committee Vacancies	10
7:05	1. Filipino American History Month - Proclamation	11
	Presenter: Jena Benologa	
7:15	2. School Administrator Month - Proclamation	13
	Presenter: Jena Benologa	
7:25	3. School Opening Report	
	Presenter: Shay James	
	Ivonne Dibblee	
7:55	4. Authorization to Award Contracts: Temporary Staffing Services - Discussion/Action	15
	Presenter: Michelle Riddell	
8:00	5. Authorization to Purchase Google Workspace - Discussion/Action	16
	Presenter: Cindy Detchon	

8:05 6. Contract Award: School Based Mental Health Therapy and Substance Use Disorder Prevention - Discussion/Action

17

Presenter: Ivonne Dibblee

8:10 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
September 7, 2023
Board Room**

Executive Session With due notice having been given and a quorum present, Chair Jena Benologa convened executive session under ORS 192.660(o) at 6:10 p.m. with the following members present:

Jena Benologa	—	Chair
Kathy Wai	—	Vice Chair
Mitzi Bauer	—	Director
April Dobson	—	Director
Tory McVay	—	Director
Paul Kemp	—	Director
Glenn Wachter	—	Director
Shay James	—	Superintendent
Donna Collingwood	—	Board Secretary

Also present were Ivonne Dibblee, Cindy Detchon, Matt Makara, and David Kruse.

Security of Public Body Facilities - The Board consulted with NCS staff under ORS 192.660(o) to consider security of public body facilities.

Executive session adjourned at 6:17 p.m.

Open Session Chair Jena Benologa convened open session at 6:30 p.m.

Present, in addition to those in the executive session were Petra Callin, Khaliyah Williams-Rodriguez, Michelle Riddell, Tammy O’Neill, and Patricia Ahrens.

Community Comments -

- Michael Corbus, Oak Grove, spoke regarding diversity, equity, and inclusion in schools.
- Laura Kirk, Milwaukie, spoke about Sojourner School.

Kathy Wai read the Native Land Acknowledgement. Paul Kemp led the Pledge of Allegiance.

R23/24-7 **Minutes** – Kathy Wai moved, Tory McVay seconded the motion to approve the minutes of the regular Board Meeting held August 24, 2023.

Motion passed unanimously, 7-0.

R23/24-8 **Consent Agenda** – Glenn Wachter moved, Mitzi Bauer seconded the motion to adopt the consent agenda as recommended:

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

- Administrators appointments and leaves
- Licensed appointments, additional assignments, transfers, leaves, and terminations

Motion passed unanimously, 7-0.

Superintendent’s Report - New Administrator Introductions – Superintendent Shay James gave a report welcoming back students and staff, and recognized new administrators. Questions and comments from the Board were addressed.

R23/24-9 **Hispanic and Latino Heritage Month Proclamation** - Kathy Wai moved, Tory McVay seconded the motion to adopt the proclamation recognizing September 15 through October 15, 2023 as Hispanic and Latino Heritage Month in North Clackamas School District.

Board Reports - Board members made brief reports on activities and events they had attended.

North Clackamas School District 2024-2025 Budget Committee Calendar - Discussion - Executive Director of Finance and Business Services Matt Makara discussed the 2024-2025 Budget Calendar.

Budget Committee Vacancies - Discussion -Executive Director of Finance and Business Services Matt Makara discussed declaring Budget Committee appointed positions 8, 11, and 14 vacant, reappointing position 10, and proceeding with the application process for positions 8, 11, and 14. The Board discussed what features they would like to see in the application, interview, questions, and selection process.

Policy Revision - Discussion - Assistant Superintendent of Operations Cindy Detchon presented a revision to the following policy as discussed at the Board Governance Meeting:

BDDH – Public Comment at Board Meetings

R23/24-10 Tory McVay moved, Mitzi Bauer seconded the motion to policy revision from discussion item to action item.

Motion passed unanimously, 7-0.

R23/24-11 Tory McVay moved, April Dobson seconded the motion to approve revision to the following policy.

- BDDH – Public Comment at Board Meetings

Motion passed unanimously, 7-0.

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

Unapproved

NORTH CLACKAMAS SCHOOL DISTRICT 2024-2025
BUDGET CALENDAR

CONSENT B
September 21, 2023

SUPERINTENDENT'S RECOMMENDATION:

Staff recommends approval of 2024-2025 Budget Calendar.

ORIGINATED BY:

As provided by law, the Board will annually adopt a budget calendar, which will identify dates and deadlines required for the legal presentation and adoption of the budget.

BACKGROUND:

The proposed calendar includes informational meetings scheduled in March and April 2024. The first Budget Committee Meeting will begin on April 30, 2024, followed by an additional meeting scheduled for May 14, 2024. Adoption of the budget is scheduled for June 6, 2024 at the regular monthly meeting of the Board.

ATTACHMENTS:

Budget Calendar 2024-2025

PRESENTER / STAFF CONTACT:

Matt Makara, Executive Director of Finance and Business Services



**NORTH CLACKAMAS SCHOOL DISTRICT
2024-2025 BUDGET CALENDAR**

<u>Date</u>	<u>Activity</u>
September 7, 2023 (Thursday)	REGULAR BOARD MEETING Proposed Budget Calendar presented to Board. Discussion item with budget committee vacancies and appointment process.
September 21, 2023 (Thursday)	REGULAR BOARD MEETING Approval of budget calendar and declaration of budget committee vacancies and/or reappoint previous members
November 9, 2023 (Thursday)	REGULAR BOARD MEETING Appoint budget committee members
March 12, 2024 (Tuesday)	BUDGET COMMITTEE INFORMATIONAL MEETING
April 2, 2024 (Tuesday)	BUDGET COMMITTEE INFORMATIONAL MEETING
April 16, 2024 (Tuesday)	BUDGET COMMITTEE INFORMATIONAL MEETING (if needed)
April 17, 2024	Publish first notice of April 30, 2024 Budget Committee Meeting
April 24, 2024	Publish second notice of April 30, 2024 Budget Committee Meeting on District website
April 30, 2024 (Tuesday)	1st OFFICIAL BUDGET COMMITTEE MEETING Budget message presented, public testimony
May 1, 2024	Publish notice of May 14, 2024 Budget Committee Meeting on District website
May 14, 2024 (Tuesday)	2nd BUDGET COMMITTEE MEETING District presents information in response to questions, public testimony, approval of budget and tax levies
May 22, 2024	Publish notice of June 6, 2024 Budget Hearing (ORS 294.438)
June 6, 2024 (Thursday)	REGULAR BOARD MEETING Public meeting (Budget Hearing) on 2024-2025 Budget (ORS 294.456) Enact resolutions adopting 2024-2025 budget, make appropriations, declare the permanent tax rate to be imposed and categorize taxes. Establish the construction excise tax rate.
July 15, 2024	Provide notice of property tax and intent to impose a tax to County Assessor for Fiscal Year 2024-2025
August 15, 2024	Submission of electronic budget to the Oregon Department of Education

Meetings may be held virtually or in person. All meetings begin at 6:30 pm.

(Please Note: Additional meetings may be scheduled, as needed.)

BUDGET COMMITTEE VACANCIES

CONSENT C
September 21, 2023

ORIGINATION OF AGENDA ITEM:

Declare Budget Committee appointed positions 8, 11, and 14 vacant, and proceed with the application process for those positions. Reappoint Monica Di Pietrantonio to position 10.

BACKGROUND:

Board Policy DBEA – Budget Committee outlines the eligibility for Board-appointed Budget Committee members. The policy states, “At a regular meeting the Board will identify vacant budget committee positions, which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons or choose to reappoint any eligible members.” The policy also states that persons may only serve two consecutive three-year terms as a Budget Committee member. The school district board, in consultation with the District Equity Committee [education equity advisory committee], must select at least one member of the District Equity Committee to serve on the school district budget committee.

For the budget year 2024-2025 there are four expired Budget Committee positions:

<u>Position</u>	<u>Member</u>	<u>Reason for Vacancy</u>	<u>Reappointment Status</u>
8	April Dobson	Resignation	Not Eligible
10	Monica Di Pietrantonio	Term expired 6/30/23	Eligible / Interested
11	Angel Landrón-González	Term expired 6/30/23	Not Eligible
14	Emily Moore-Coon	Resignation	Not Eligible

The District typically announces vacancies through a local newspaper, Facebook, Parent Square, and posting on the district website.

A possible timeline for the application, interview and selection process is as follows:

Thursday, September 21, 2023	Declare the budget committee positions vacant by board action
Friday, September 22, 2023	Open positions for application and post vacancies as listed above
Friday, October 13, 2023	Close application window
Thursday, November 2, 2023	Special Board meeting scheduled to interview applicants
Thursday, November 9, 2023	Appoint Budget Committee members at regular Board meeting by board action

PRESENTER / STAFF CONTACT:

Matt Makara, Executive Director of Finance & Business Services

PROCLAMATION:
FILIPINO AMERICAN HISTORY MONTH

ACTION
Agenda Item #1
September 21, 2023

RECOMMENDATION:

Board adoption of the proclamation recognizing October 2023 as Filipino American History Month in North Clackamas School District.

ORIGINATED BY:

Annual item.

BACKGROUND:

Filipino Americans are the second largest Asian American group in the nation. The celebration of Filipino American History Month in October commemorates the first recorded presence of Filipinos in the continental United States, which occurred on October 18, 1587, when “Luzones Indios” came ashore from the Spanish galleon Nuestra Señora de Esperanza and landed at what is now Morro Bay, California.

October was first introduced as Filipino American History Month in 1992 by Filipino American National Historical Society (FANHS) Founder Dr. Dorothy Laigo Cordova and her late husband Dr. Fred Cordova.

In 2009, U.S. Congress recognized October as Filipino American History Month in the United States. Beginning in 2021, Oregon officially recognized October as Filipino American History Month.

Across the nation, FANHS Chapters, colleges and universities, museums and community groups, will be commemorating Filipino American History Month with various activities and events to bring awareness of the significant role Filipinos have played in American history.

ATTACHMENTS:

Proclamation

PRESENTER:

Jena Benologa, Board Chair



Filipino American History Month

in

North Clackamas School District

WHEREAS, the Filipino American National Historical Society (FANHS) recognizes that the first recorded presence of Filipinos in the continental United States occurred on October 18, 1587, when “Luzones Indios” came ashore from the Spanish galleon Nuestra Senora de Esperanza and landed at what is now Morro Bay, California; and

WHEREAS, Filipino American National Historical Society was first introduced October as Filipino American History Month in 1992 and the theme of of this year’s celebration is: “1898: Recognizing 125 years of Philippine-American History ”; and

WHEREAS, in 2009, Congress recognized October as Filipino American History Month in the United States and in 2021, Oregon recognized October as Filipino American History Month; and

WHEREAS, efforts must continue to promote the study of Filipino American history and culture because the role of Filipino Americans and those of other People of Color have been overlooked in the writings, teachings and learnings of United States history; and

WHEREAS, we take joy in celebrating the economic, cultural, social and other notable contributions Filipino Americans have made in countless ways toward the development of the United States; and

WHEREAS, it is imperative for Filipino American youths to have positive role models and to instill in them the importance of education, complemented with the richness of their ethnicity and the values of their legacy.

NOW, THEREFORE, BE IT RESOLVED that the North Clackamas School District hereby proclaims the month of October 2023 as Filipino American History Month and encourages all residents to celebrate and honor Filipino American history and culture.

Adopted this 21st day of September 2023.

Signed:

Chair, Jena Benologa, School District Board of Directors

PROCLAMATION
SCHOOL DISTRICT ADMINISTRATOR MONTH

ACTION
Agenda Item #2
September 21, 2023

SUPERINTENDENT’S RECOMMENDATION:

Board adoption of the attached resolution expressing support for School District Administrators by designating the month of October in the year 2023 as “School District Administrator Month” in the North Clackamas School District.

ORIGINATED BY:

The month of October 2023 has been declared as “National Principals Month” in coordination with the efforts of the National Association of Elementary School Principals (NAESP) and the National Association of Secondary School Principals (NASSP).

BACKGROUND:

National Principals Month recognizes the essential role that administrators play in visioning, development and provision of public education. NCSD seeks to honor all administrators as unsung heroes for their tireless efforts in pursuit of excellence in education.

ATTACHMENTS:

Proclamation

PRESENTER:

Jena Benologa, Board Chair



School District Administrator Month

in

North Clackamas School District

Whereas, the vision, dedication, and determination of district administrators provide the mobilizing effort behind school district improvement efforts;

Whereas, administrators, in their various roles, are expected to be educational visionaries, instructional leaders, assessment experts, advocates, community builders, and operational managers, as well as being entrusted with the education and development of young people, the most valuable resource;

Whereas, administrators help establish a positive district climate and work collaboratively with staff to develop and maintain high standards, and set performance goals and objectives for the District to achieve excellence;

Whereas, the North Clackamas School District recognizes outstanding leaders who have succeeded in providing high-quality learning opportunities for children, as well as their exemplary contributions to the profession;

Whereas, to honor and recognize the contribution of all district administrators to the success of children in North Clackamas elementary and secondary schools; and to encourage residents of North Clackamas to observe "School District Administrators Month" with appropriate activities that promote awareness of school leadership's role in ensuring that every child has access to a high-quality education.

Be it resolved, in honor of the service of administrators, and to recognize the importance of their leadership so that every child has access to a high-quality education, and to celebrate school district leader accomplishments, the month of October 2023 is hereby designated in the North Clackamas School District to be "School District Administrator Month."

Adopted this 21st day of September, 2023.

Signed:

Chair, Jena Benologa, School District Board of Directors

AUTHORIZATION TO AWARD CONTRACTS:
TEMPORARY STAFFING SERVICES

DISCUSSION/ACTION
Agenda Item #4
September 21, 2023

SUPERINTENDENT’S RECOMMENDATION:

Authorize the Superintendent to award multiple contracts for temporary staffing agencies to fill current hard-to-fill vacancies not to exceed \$1.2 million.

BACKGROUND:

There is a national staffing shortage when it comes to hiring K-12 specialists. North Clackamas has partnered with North Clackamas Education Association (NCEA) to mitigate the challenges in hiring specialists including, but not limited to, School Psychologists and Speech Language Pathologists. This included offering letters of intent earlier in the hiring season, offering stipends, and providing workload support. Last year, the Human Resources department partnered with a staffing agency to provide substitutes to fill open special education classified paraeducator vacancies, another hard-to-fill position.

As we start the school year, NCSD, like other school districts, cannot find enough specialists to fill our vacancies. NCSD has developed a Request for Proposals (RFP) that will identify multiple staffing agencies to fill hard-to-fill vacancies and leaves of absence with qualified staff, decreasing the disruption to students and classrooms and allowing learning to continue. Having the flexibility to fill hard-to-fill vacancies and leaves of absence throughout the year is critical to ensure the continuity of services for students.

PRESENTER / STAFF CONTACT:

Michelle Riddell, Executive Director, Human Resources

AUTHORIZATION TO PURCHASE GOOGLE WORKSPACE DISCUSSION/ACTION

Agenda Item #5
September 21, 2023

SUPERINTENDENT’S RECOMMENDATION:

Approve the advance authorization for the routine and reoccurring computer software purchase of the Google Workspace for Education platform that may exceed \$150,000 when purchased through the required competitive procurement rules.

BUDGET IMPACT/SOURCE OF FUNDS:

Technology and Information Services Budget.

BACKGROUND:

Google Workspace for Education is the platform that the District uses to provide staff and students with access to productivity tools (word processing, presentations, virtual classrooms, etc.), cloud storage for documents, and email accounts. These tools are essential to teaching and learning using digital curriculum.

The Enterprise licensing for Google Workspace is a paid add-on which provides a number of essential tools that the District relies on for day-to-day operations including but not limited to:

- Robust security and investigation tools which are vital in keeping accounts secure and addressing spam and phishing attacks.
- Originality reports, which provide teachers with powerful tools to detect and address incidents of plagiarism.

The proposed contract is a three-year commitment, with yearly payments of \$63,447.93. Potentially saving the District over \$11,000 per year.

This purchase is covered under an OETC (Organization for Educational Technology and Curriculum) cooperative purchasing agreement. This guarantees the competitive bidding process was followed through an RFP (Request for Proposals), which abides by State procurement statutes and provides best value to the District.

Pursuant to Purchasing Rule NCSO 45-0200(4)(b)(C), the Board can provide advance authorization to execute a class of contracts. Since the purchase of cloud-based computer software is routine and reoccurring in today’s digital environment, staff recommends that the Board provide advance approval for these competitive procurements for purchases over \$150,000 or amounts that accumulate to over \$150,000.

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

PRESENTER / STAFF CONTACT:

Cindy Detchon, Assistant Superintendent of Operations

CONTRACT AWARD: SCHOOL BASED MENTAL HEALTH THERAPY AND SUBSTANCE USE DISORDER PREVENTION **DISCUSSION/ACTION**

Agenda Item #6
September 21, 2023

SUPERINTENDENT'S RECOMMENDATION:

Board approval of contracts for school-based mental and behavioral health services to Stronger Oregon and Northwest Family Services to provide mental health and substance use disorder (SUD) prevention services, not to exceed \$600,000, annually.

ORIGINATED BY:

The Student Investment Account and High School Success funds allow us the opportunity to provide our schools with much needed mental health therapy and substance abuse support for our students. The previous contract for these services expired and a new competitive Request For Proposal (RFP) process was conducted. The RFP allowed for multiple awards and in addition to the two contracts recommended for approval, a smaller contract with Trillium for collaboration work with schools was also awarded administratively.

BUDGET IMPACT/SOURCE OF FUNDS:

These contracts are funded from the Student Investment Account and the High School Success Grant funds.

BACKGROUND:

In the 2022-23 school year, as part of the integrated application process for the Student Investment Account and High School Success grants, the North Clackamas School District conducted a needs assessment to determine the priority areas of support in the district. Overwhelmingly, the qualitative and quantitative data that was collected and analyzed by the needs assessment team showed student mental health support as a priority area.

In an ongoing effort to continue supporting the mental health of NCSD students, the proposed contract with Stronger Oregon will provide in person therapy with the option for virtual where needed, as well as prevention services. The contract provides funding for services not covered by insurance.

In addition, in order to continue to effectively address student substance abuse, the proposed contract with Northwest Family Services will provide assessments, individual and group treatment, education in health classes and evening events, and integrate into the school environment creating a safe environment for students and families. Services will be provided to all students regardless of insurance, but insurance plans will be billed when available.

Policy JFCG/JFCH/JFCI-AR, Student Use, Possession, Sale or Distribution of Tobacco Products, Alcohol, Unlawful Drugs, Inhalant Delivery Systems or Mind-Altering Substances

requires students to be suspended for 10 days or 3 days with the commitment to have an assessment. The proposed contract provides the ability to conduct these assessments on-site and in a timely manner when the assessment option is chosen. These assessments are usually not covered by insurance.

**School-Based Mental Health and SUD Supports in NCSD
2022-23 vs 2023-24**

2022 - 2023	2023-2024 (w/ Additional Proposals/RFP)
<p>Mental Health: 27 Therapists Total Cost = \$217,000</p> <ul style="list-style-type: none"> ● Clackamas County - 6 Therapists= No Cost ● LifeStance -10 Therapists= \$217,000 <i>(\$250,000 in past years)</i> ● Outside In - 1 Therapist = No Cost ● Stronger Oregon (Spring Only) - 4 Therapists= No Cost ● Trillium - 6 Therapists = No Cost 	<p>Mental Health: 33.5 Therapists Cost = \$300,000</p> <ul style="list-style-type: none"> ● Clackamas County - 6 Therapists=No Cost ● Outside In - 1 Therapist=No Cost ● Trillium - 9 Therapists + Prevention Services= \$50,000 ● Stronger Oregon - 17.5 Therapists + Prevention Services up to \$250,000
<p>SUD Assessments/Treatment 2 SUD Counselors, Cost = \$278,000</p> <ul style="list-style-type: none"> ● LifeStance - 2* SUD Counselors = \$278,000 <i>(\$375,000 in past years)</i> <p align="center"><i>*Contracted for 4</i></p>	<p>SUD Assessments/Treatment 4 SUD Counselors, Cost = \$238,165</p> <ul style="list-style-type: none"> ● NorthWest Family Services- 4 SUD Counselors = \$238,165 <ul style="list-style-type: none"> ○ <i>Includes prevention services</i>
<p>TOTAL Therapists/Counselors: 29</p> <p>TOTAL Contracted COST: \$495,000</p>	<p>TOTAL Therapists/Counselors: 37.5</p> <p>TOTAL Proposed Contracted COST: \$538,165</p>

PRESENTER / STAFF CONTACTS:

Ivonne Dibblee, Assistant Superintendent of Education

Jennifer Dove-Kiltow, Director of Student & Family Services and Integrated Programs