



Northwest Regional
Education Service District

BOARD PACKET

MATERIALES DE LA MESA DIRECTIVA

REGULAR MEETING

November 9, 2021

9 de noviembre de 2021

6:00 PM - 8:00 PM

CONTACT/CONTACTO

Lauren Slyh O'Driscoll

lslyh@nwresd.org | 503-614-1401



Northwest Regional Education Service District

Welcome to this Public Meeting of the NWRESD Board of Directors

November 9, 2021

Regular Meeting

[Virtual Meeting Registration Link](#)

6:00 PM	<p>1. <u>CALL TO ORDER</u> <i>Board: Karen Cunningham, Doug Dougherty, Tony Erickson, Lisa Poehlitz, Chris Riley, Ross Tomlin, Diane Wilkinson, Maureen Wolf</i></p>	Chair Erickson
6:01 PM	2. <u>PLEDGE/LAND ACKNOWLEDGEMENT</u>	Chair Erickson
6:03 PM	3. <u>REVIEW/REVISE AGENDA</u>	Dan Goldman
6:05 PM	4. <u>SUPERINTENDENT OFFICE REPORT</u>	Dan Goldman
6:20 PM	<p>5. <u>PUBLIC COMMENT</u> <i>The Northwest Regional Education Service District Board of Directors appreciates community members sharing information during public comments. Members of the community wishing to address the Board will complete a Public Comment Card prior to the beginning of the board meeting. The Board requests comments be limited to three (3) minutes per speaker. Speakers will state their name and home address for the record. While the Board does not respond to public comment, following the meeting the Chair, Vice Chair, and Superintendent will together determine the appropriate level of response. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel.</i></p>	Chair Erickson
6:25 PM	<p>6. <u>RECOGNITION AND GOOD NEWS</u> A. <u>Eliana Mason, Paralympian and graduate student</u></p>	Kelsey Cardwell
6:35 PM	<p>7. <u>CONSENT AGENDA</u> A. October Meeting Minutes (<u>October 12, 2021</u> & <u>October 22, 2021</u>) B. <u>November Personnel Report</u></p>	Lauren O’Driscoll Debbie Simons
6:35 PM	<p>8. <u>REPORTS & DISCUSSION</u> A. <u>Local Service Plan</u> B. <u>Washington County Preschool for All</u> C. <u>Cascade Alliance for Equity</u> D. <u>Administrative Reports</u></p>	Lori Baker Sarah Pope & Megan Irwin S. Liwaru Dan Goldman
7:00 PM	<p>9. <u>ACTION ITEMS</u> A. <u>Approve: September 2021 Financial Report</u> B. <u>Approve: Appointment of Budget Committee Members</u> C. <u>Approve: Designations, Authorizations, and Appointments</u> D. <u>Approve: 2021-22 Budget Calendar</u> E. <u>Approve: Request for authority to purchase replacement HVAC units</u></p>	Lori Baker Dan Goldman Lori Baker Lori Baker Rick Wahlstrom

7:15 PM	10. <u>BOARD MEMBER COMMENTS</u>	Chair Erickson
7:20 PM	11. <u>ADJOURN</u>	Chair Erickson
7:25 PM	<hr/> <i>Executive Session to Follow: 192.660(2)(f):</i> To consider information or records that are exempt by law from public inspection.	

PUBLIC PARTICIPATION IN BOARD MEETINGS

1. A speaker may complete a Public Comment Card and give it to the Board Secretary prior to the beginning of the meeting when held in-person. After being recognized by the Board Chair, the speaker will sit at the presenter's table and identify themselves with their full name and address, and stating their purpose in addressing the Board.
2. A speaker may complete the [Public Comment Request](#) online at least one hour prior to the beginning of the meeting when held virtually. After being recognized by the Board Chair, the speaker will be invited to the virtual panel and identify themselves with their full name and address, and stating their purpose in addressing the Board.
3. A group of visitors with a common purpose should designate a speaker for the group.
4. Comments or statements by members of the public are limited to 3 minutes and should be brief and concise unless otherwise authorized by the Chair.
5. Speakers may comment on a topic not on the published agenda, however, the Board - at its discretion - may require that the proposal, inquiry, or request be submitted in writing. The Board reserves the right to refer the matter to the administration for action or study and to report at a subsequent meeting.
6. Speakers may offer objective criticism of district operations or programs but the Board will not hear complaints concerning specific district personnel. Complaints against individuals must be addressed by following the steps in Policy KL ("Public Complaints") and Procedure KL-AR ("Complaint Form").
7. The Board appreciates community members sharing information during public comments. The Board will listen, but not comment, on information heard. Following the meeting, the chair, vice chair and superintendent will together determine the response.
8. These procedures will be published on the back of every Board meeting agenda.



Northwest Regional Education Service District

NWRESD Board of Directors

November 9, 2021

Executive Session

1. CALL TO ORDER

Board: Karen Cunningham, Doug Dougherty, Tony Erickson, Lisa Poehlitz, Chris Riley, Ross Tomlin, Diane Wilkinson, Maureen Wolf

Staff:

2. ORS 192.660(2)(f): To consider information or records that are exempt by law from public inspection.

3. ADJOURN

THE LAND UPON WHICH WE STAND.



INDIGENOUS LAND ACKNOWLEDGEMENT

“WE WANT TO ACKNOWLEDGE THAT WE GATHER AS THE NORTHWEST REGIONAL ESD ON THE TRADITIONAL LANDS OF THE **CHINOOK, CLATSKANIE, CLATSOP-NEHALEM, KALAPUYA, SILETZ** AND **TILLAMOOK** PEOPLES, PAST AND PRESENT, AND HONOR WITH GRATITUDE THE LAND ITSELF AND THE PEOPLE WHO HAVE STEWARDED IT THROUGHOUT THE GENERATIONS.”

-Adapted from Delilah Friedler

HOW TO READ THE LAND ACKNOWLEDGEMENT

Chinook (pronounced "chi-nook")

"The Chinook Indian Nation is made up of the five western-most Chinookan speaking tribes at the mouth of the Columbia River. Our nearly 70-year-old constitution codifies who we are and identifies our five constituent tribes – the Clatsop and Cathlamet (Kathlamet) of present-day Oregon and the Lower Chinook, Wahkiakum (Waukikum) and Willapa (Weelappa) of what is now Washington State." [Read more here](#)

Clatskanie (pronounced "klat-skan-eye")

"The Clatskanie (Athabaskans) were heavily affected by epidemics in the late 1700s-early 1800s. Survivors had merged with other tribes by the 1850s." [Read more here](#)

Clatsop-Nahalem (pronounced "'klat-sup" - "na-hay-lem")

"The Clatsop-Nehalem (Chinookan-Tillamookan) people share a strong attachment to our homeland on the northern Oregon coast, a strong interest in maintaining the vitality of our unique culture, and a strong commitment to the well-being of our elders, our children and our children's children." [Read more here](#)

Kalapuya (pronounced “cal-uh-poo-yuh”).

"The Kalapuyans originally occupied over a million acres in the Willamette and the Umpqua valleys. They have lived here for over 14,000 years and have endured enormous changes to their traditional life-ways during the past 200 years. The tribes and bands in the Tualatin valley were the Tualatin Kalapuyans. Historical documents also called these people Tualaty or Atfalati (pronounced “at-fall-uh-tee”). Today, the Kalapuyan descendants are important historical figures in the restoration of the tribe and leaders and contributors in the success of the Confederated Tribes of the Grand Ronde Community of Oregon." [Read more here](#)

Siletz (pronounced "sill-etz") and Tillamook (pronounced "til-lam-ook").

"The Confederated Tribes of Siletz Indians are the most diverse confederation of Tribes and Bands on a single reservation in the United States. Our ancestors spoke 10 completely different languages, each of which had multiple dialects. Our ancestors brought with them deep connections to more than 20 million acres of ancestral territory combined, including all of Western Oregon from the summit of the Cascade mountains to the Pacific and extending into what's now SW Washington State and northern California."

[Read more here](#)



Northwest Regional
Education Service District

PLEDGE OF ALLEGIANCE





Northwest Regional
Education Service District

SUPERINTENDENT

REPORT



Northwest Regional Education Service District

November 9, 2021

TO: Board of Directors

FR: Dan Goldman, Superintendent

RE: November Superintendent Report

EXPLANATION: Please find attached the Superintendent Report.

PRESENTER(S): Dan Goldman, Superintendent

SUPPLEMENTARY MATERIALS: November Superintendent Report

RECOMMENDATION: N/A

PROPOSED MOTION: N/A



Superintendent Office Report

November 9, 2021

It's hard to believe we have been in the throes of a worldwide pandemic for approximately 20 months now. Who could have imagined the intensity, the urgency - as well as the innovation and ingenuity - across the education system. It's important to recognize both the often herculean efforts of individual educators to meet the needs of their students; and it's also incumbent on us to acknowledge the stress our staff has been under for quite some time - and to thank them. It's important to me, as we turn the corner into November that I begin this report with a message of sincere gratitude to our NWRESD family: our staff, the kids, and all our partners and family members who continue to work towards solutions, to innovate, and to care.

New Principal at Beaverton Early Childhood Center

I am also happy to begin this report with a welcome to Scott Ryan, who I am asking the Board to approve as the new Principal at Beaverton Early Childhood Center. Scott is currently an Early Childhood Education Specialist at the NWRESD Tualatin Early Childhood Center, and has a breadth of successful teaching and administrative experience across various education settings (from early learning to K12 to juvenile detention). Johnna Timmes has been pulling double duty since July as she has led BECC while taking over as the Executive Director of Early Learning. I know she is excited to bring Scott onto the Leadership Team. Scott is now in his first week at BECC and I'm excited to have him meet the board at an upcoming meeting.

Educator Staffing Shortages

Like many sectors across the state and the nation, there is a severe shortage of educators across our region. While schools have been creative in developing schedules and curricula to maximize opportunities for children, staffing levels are so thin that even foreseeable disruptions (e.g., sick time for staff, required quarantine, and other fairly predictable occurrences whilst in a pandemic) have caused programs and sometimes full schools to be closed down as there simply are not enough substitutes. . While our school districts struggle to meet the daily operational needs of safely running a school, we have also felt this shortage in our small programs, having to close a number of classrooms in our Social Emotional Learning schools in the last few weeks.

In the face of this widespread shortage, TSPC has relaxed the requirements to become a substitute school teacher by filing a temporary rule enacting an emergency substitute teaching license. According to TSPC, prior to the pandemic the state had at least 8,300 active substitute licenses (not including retirees and other part-time school staff with active teaching licenses that can also substitute). Two weeks ago, TSPC reported only 4,738 active substitute teaching licenses. The emergency rule temporarily relaxes the requirement for a bachelor's degree.



Northwest Regional Education Service District

We currently run substitute services for over 30 school districts across the state and our staff are scrambling each morning to help these districts stay open. Recently, Kelsey Cardwell did a wonderful job speaking to KOIN News about why and how to become a substitute teacher:

<https://www.koin.com/am-extra/becoming-a-substitute-teacher/>

Board Vacancy - Position D

The vacancy announcement and application for Position D on the Board is located here:

<https://www.nwresd.org/about/board-of-directors/elections>. As a reminder, we will be scheduling a special meeting of the board to conduct interviews before the regular meeting on December 14.

Progress on 2022-23 Local Service Plan

After the writing of this report, our twenty school district superintendents will have met (on Friday, 11/5) to review, provide input, and hopefully approve our proposed Local Service Plan. All indications are that there is wide agreement on the elements of LSP, including how the ESD will utilize the ESD Technical Assistance Grant in the Student Success Act to support our districts' SIA Plans.

The Board will receive a first glimpse of the LSP this evening, hopefully without any revisions from the school superintendents. The NWRESD Board will need to take action at its December meeting to approve the LSP, after which time our 20 component school boards will vote to approve the plan. Importantly, state law requires 2/3 of districts representing more than 50% of the region's student enrollment approve our plan by resolution no later than March 1. I am looking forward to board members joining me in January and February in presenting the LSP (and our Annual Report) when requested by individual school boards.



Northwest Regional
Education Service District

RECOGNITION

GOOD NEWS



5825 NE Ray Circle Hillsboro,
OR 97124-6436

October 26, 2021

To Eliana Mason:

It is my pleasure to inform you that the Northwest Regional ESD Board of Directors would like to recognize you at its November regular meeting. We are incredibly grateful for your demonstration of perseverance, advocacy and excellence and our board of directors would like the opportunity to thank you.

We're so thrilled you took the opportunity to share your Paralympic story with our educators, families and partners. Your success is a testament to your dedication to your sport and to your collaborative spirit. We're so proud of your accomplishments, and we are thrilled to share your successes with the education community of Northwest Oregon. We look forward to hearing more about the next steps in your athletic and professional career.

Our board looks forward to the opportunity to learn more about your experience with Northwest Regional ESD programs. They may ask questions like:

- What is your most memorable experience as a student?
- How has your educational experience informed the person you are today?
- What word of advice do you have for Northwest Regional ESD educators for the 2021-22 school year?

We respectfully request your attendance at our next board meeting at 6 p.m. on Tuesday, November 9, [scheduled to take place virtually](#). Please RSVP to Lauren Slyh O'Driscoll, Board Secretary at 503-614-1401 or lslyh@nwresd.k12.or.us. She will be happy to answer any questions you have.

Sincerely,



Dan Goldman
Superintendent



Northwest Regional
Education Service District

CONSENT

AGENDA



Northwest Regional Education Service District

November 9, 2020

TO: Board of Directors

FR: Lauren Slyh O'Driscoll, Board Secretary

RE: October 2021 Regular Meeting, Executive Session, and Special Meeting Minutes

EXPLANATION: Please find the attached October 2021 Regular Meeting, Executive Session, and Special Meeting Minutes

PRESENTER(S): Consent Agenda

SUPPLEMENTARY MATERIALS: October 2021 Regular Meeting, Executive Session, Special Meeting Minutes

RECOMMENDATION: Approve as presented in the consent agenda.

PROPOSED MOTION: I move to approve the minutes as presented/amended.



Northwest Regional Education Service District

Welcome to this Public Meeting of the
NWRESD Board of Directors

October 12, 2021
Regular Meeting and Executive Session

1. **CALL TO ORDER**

Chair Erickson called the board to order at 6:01 pm.

Present: Karen Cunningham, Doug Dougherty, Tony Erickson, Lisa Poehlitz, Chris Riley, Ross Tomlin, Diane Wilkinson, Maureen Wolf

2. **PLEDGE/LAND ACKNOWLEDGEMENT**

Director Poehlitz led the board in the pledge and Director Tomlin provided the land acknowledgement.

3. **REVIEW/REVISE AGENDA**

Chair Erickson entertained a motion by Director Poehlitz to add item 9c to the consent agenda. The motion was seconded by Director Tomlin and approved unanimously.

4. **PUBLIC COMMENT**

None submitted

5. **SUPERINTENDENT REPORT**

Superintendent Goldman reviewed his report to the board.

6. **RECOGNITION AND GOOD NEWS**

A. [Virginia Garcia](#)

The board engaged in a brief conversation with Roxanna, Angela, and Kasi from Virginia Garcia. Since May of 2021, Virginia Garcia has hosted 20 school events throughout Washington County. They have provided over 3,000 vaccine doses at Washington County School Based Health Centers, and collectively Virginia Garcia has provided over 28k full vaccines/55K doses.

7. **CONSENT AGENDA**

A. [September Regular Meeting and Executive Session Minutes](#)

B. [October Personnel Report](#)

9C. [Approve Contract: National Equity Project](#)

Chair Erickson entertained a motion by Director Riley to approve the consent agenda as amended. The motion was seconded by Director Poehlitz and the consent agenda was approved unanimously.

8. **REPORTS & DISCUSSION**

A. [EI/ECSE to Early Learning: Redesign 2021-22](#)

Executive Director Timmes provided an overview of the Early Learning model shift with EI/ECSE Programs, the Early Learning Hub, and partner preschools.

B. [Covid 19 Updates](#)

Deputy Superintendent Pope reviewed Covid-19 Updates with the board.

C. [Administrative Reports](#)

9. **ACTION ITEMS**

A. [Approve October Financial Report](#)

CFO Baker presented the board with a newly designed monthly financial report and schedule. Chair Erickson entertained a motion by Director Cunningham to approve as presented. The motion was seconded by Director Tomlin and approved unanimously.

B. [Approve BEPAC Community Member Appointment](#)

Chair Erickson entertained a motion by Director Riley to approve Maureen Wolf as presented. The motion was seconded by Directors Dougherty and Wolf and approved unanimously.

The following item was moved to the consent agenda.

~~E. [Approve Contract: National Equity Project](#)~~

D. [Approve Resolution 21-001: OAESD Legislative Committee Nomination](#)

Chair Erickson entertained a motion by Director Poehlitz to nominate Maureen Wolf as presented. The motion was seconded by Director Riley and approved unanimously.

10. **BOARD MEMBER COMMENTS**

11. **ADJOURN**

The meeting was adjourned at 7:55 pm

1. **CALL TO ORDER**

Chair Erickson called the executive session to order at 8:00 pm.

Present: Karen Cunningham, Doug Dougherty, Tony Erickson, Lisa Poehlitz, Chris Riley, Ross Tomlin, Diane Wilkinson, Maureen Wolf

Staff: Dan Goldman, Debbie Simons, Lauren Slyh O'Driscoll

2. **Executive Session** 192.660(2)(f): To consider information or records that are exempt by law from public inspection.

3. **ADJOURN**

The meeting was adjourned at 8:35 pm



Welcome to this Public Meeting of the
NWRESD Board of Directors

October 22, 2021
Special Meeting Minutes

3:30 PM

1. **CALL TO ORDER**

Chair Erickson called the board to order at 3:36 pm.

Chair Erickson

Present: Karen Cunningham, Doug Dougherty, Tony Erickson, Chris Riley, Ross Tomlin, Diane Wilkinson

2. **ACTION ITEMS**

A. **[Appointment Procedures for Position D, Business](#)**

Chair Erickson entertained a motion by Director Riley to approve the appointment procedures as presented. The motion was seconded by Director Dougherty and approved unanimously.

3. **ADJOURN**

The meeting was adjourned at 3:44 pm



Northwest Regional Education Service District

October 29, 2021

To: Board of Directors

From: Debbie Simons – Chief Human Resources Officer

Re: Personnel Report

EXPLANATION: Please see attached personnel report prepared by Victor Cato, Talent Acquisition and Retention Manager

Presenter: Debbie Simons, Chief Human Resources Officer

Supplementary
Materials: Personnel Report

Recommendation: N/A

Proposed Motion: Move to accept the personnel report as presented in the consent agenda.

**NW Regional Education Services District
PERSONNEL REPORT
October 2, 2021 – October 29, 2021**

New Hires

Name	Position	Department	Building	New Hire/Transfer
Triesta Zuber	Speech Lang Pathologist Assistant	Special Student Services	Scappoose School District	New Hire
Tara Dewar	Occupational Therapist	Special Student Services	Sherwood School District	New Hire
Lucy Allison-Pursley	Administrative Specialist	Technology	Washington Service Center	New Hire
Ashley Dupee	Instructional Assistant	Early Learning	Beaverton Early Childhood Center	New Hire
Sharah Shadley	Registered Nurse	Special Student Services	Hillsboro School District	New Hire
Aleida Rivas	Translator - Foreign Language	Early Learning	Washington Service Center	New Hire
Rocio Nunez	Administrative Assistant	Early Learning	Tualatin Early Childhood Center	New Hire
Anderson Kishlock	Administrative Specialist	Instructional Services	Washington Service Center	New Hire
Scott Ryan	Principal/Special Education Coordinator	Early Learning	Beaverton Early Childhood Center	Transfer
Nicholas Brunner	Instructional Assistant	Social Emotional Learning School	Pacific Academy	Re-Hire

Resignations and Retirements

Name	Position	Department	Last Day of Employment
Olga Wilson	Instructional Assistant	Social Emotional Learning Schools	October 5, 2021
Joshua Umbenhower	SPED Teacher	Social Emotional Learning Schools	October 7, 2021
Andrea Gonzalez	Migrant Recruiter	Instructional Services	October 8, 2021
Cassandra Vancura	Instructional Assistant	Early Learning	October 14, 2021
Ariel Brow	Speech Language Pathologist	Special Student Services	October 22, 2021
Tara Cooper	Director of Post Secondary Pathway	Instructional Services	October 22, 2021
Shalana Lawrence	Instructional Assistant	Social Emotional Learning Schools	October 29, 2021
Lisa Dutz*	School Psychologist	Special Student Services	October 1, 2021
Gina Tate	Occupational Therapist	Early Learning	October 18, 2021
Michelle Ekstrom	Instructional Assistant	Clatsop Service Center	October 15, 2021
Debra Reed	Professional Development Support Specialist	Early Learning	October 18, 2021

*Retired from PERS on 10.1.21. Was hired as Temporary Employee on 10.2.21

Advertised Vacancies

Open Position	Category	Department	Post Date	Comments
ORVED Online Instructor	Licensed	Technology	7/13/2021	Part time
Early Learning Professional Development Support Specialist	Classified	Instructional Services	7/12/2021	Resignation - 1.0 FTE
Instructional Assistant - Columbia Co Service Center	Classified	EI/ECSE	7/12/2021	New 0.85 FTE
Bilingual Instructional Assistant - Columbia Service Center	Classified	EI/ECSE	7/12/2021	New 0.85 FTE - reopened
School Psychologist - TTSD High Schools	Licensed	Psych Services	8/3/2021	New 1.0 FTE
Speech Language Pathologist - Clatsop County	Licensed	EI/ECSE	8/3/2021	Employee transfer - 1.0 FTE
Registered Nurse - Washington County Schools	Licensed	Special Student Services/Nursing	8/5/2021	1.0 FTE
ASL Interpreter - Groner Elementary	Licensed	Special Student Services	8/17/2021	0.8125 FTE
School Psychologist - Sherwood School District	Licensed	Special Student Services	8/23/2021	1.0 FTE
Attendance Advisor	Licensed	Instructional Services	8/27/2021	New 1.0 FTE
Early Childhood Education Specialist - Columbia Service Center	Licensed	EI/ECSE	7/22/2021	New 1.0 FTE
Instructional Assistant - ASL 1:1	Classified	Special Student Services	10/12/2021	New 0.875 FTE
Instructional Assistant 1:1 Beaverton Early Childhood Center	Classified	EI/ECSE	9/16/2021	0.85 FTE
Bilingual Instructional Assistant - OCDC Head Start	Classified	EI/ECSE	9/14/2021	Resignation - 0.85 FTE
Diverse Educator Pathway Higher Ed Liaison	Licensed	Instructional Services	10/13/2021	New 1.0 FTE
Administrative Assistant- Site Based Tualatin Early Childhood Center	Classified	EI/ECSE	8/30/2021	Employee transfer - 1.0 FTE
Speech Language Pathologist - Hillsboro Early Education Center	Licensed	EI/ECSE	10/15/2021	1.0 FTE - Repost
Special Education Teacher-Cascade Academy	Licensed	Department of Schools	8/24/2021	Resignation - 1.0 FTE
Occupational Therapist - Washington County (HSD)	Licensed	Special Student Services	8/27/2021	Resignation - 1.0 FTE

Registered Nurse 1:1 - Sherwood School District	Licensed	Special Student Services	9/14/2021	end of contractor contract 0.875 FTE
Outdoor School -Hybrid Instructor	Classified	Instructional Services	9/16/2021	Limited term-multiple positions
Registered Nurse - Hillsboro School District	Licensed	Special Student Services	9/23/2021	1.0 FTE
Administrative Specialist - Special Student Services	Classified	Special Student Services	10/8/2021	Employee transfer 1.0 FTE
Instructional Assistant - Pacific Academy	Classified	Department of Schools	8/30/2021	Resignation - 0.85 FTE
Bilingual (Spanish) Instructional Assistant - Head Start	Classified	EI/ECSE	9/1/2021	0.85 FTE
Instructional Assistant - Beaverton Early Childhood Center	Classified	EI/ECSE	9/28/2021	0.85 FTE - Need additional IA's for new model
Instructional Assistant - Beaverton Early Childhood Center	Classified	EI/ECSE	9/28/2021	0.85 FTE - Need additional IA's for new model
Instructional Assistant - Beaverton Early Childhood Center	Classified	EI/ECSE	9/28/2021	0.85 FTE - Need additional IA's for new model
Instructional Assistant - Tualatin Early Childhood Center	Classified	EI/ECSE	9/28/2021	resignation - 0.85 FTE
Human Resources Specialist - WSC	Confidential	Administration	9/29/2021	New 1.0 FTE
Special Education Teacher- Pacific Academy	Licensed	Department of Schools	10/8/2021	Resignation - 1.0 FTE
Instructional Assistant - Clatsop Service Center	Classified	EI/ECSE	10/8/2021	Resignation - 0.85 FTE
Early Childhood Professional Development Support Specialist - Tillamook Service Center	Classified	Early Learning/CCR&R	10/20/2021	Resignation - 1.0 FTE
Instructional Assistant - Columbia Academy	Classified	Department of Schools	10/26/2021	Resignation - 1.0 FTE
Occupational Therapist - Clatsop Service Center	Licensed	Early Learning	10/29/2021	Resignation - 0.80 FTE
Instructional Assistant - Columbia Academy	Classified	Social Emotional Learning Schools	10/29/2021	Resignation - 0.85 FTE

****Highlighted job posts are currently open****

All other jobs were open at some point between 10/1/21-10/1/21 but are closed as of 10/30/21.

Advertised Vacancies - Temporary Positions

Open Position	Category	Department	Post Date	Comments
Administrative Specialist - Migrant Education Program	Classified	Instructional Services	10/12/2021	Temp dates through March 31, 2021 at minimum 1.0 FTE
Instructional Assistant - Columbia Service Center	Classified	EI/ECSE	10/13/2021	Temp dates through March 31, 2021 at minimum 0.85 FTE
Instructional Assistant - Columbia Service Center	Classified	EI/ECSE	10/13/2021	Temp dates through March 31, 2021 at minimum 0.85 FTE
Autism Spectrum Consultant	Licensed	Special Student Services	10/14/2021	Temp dates through March 31, 2021 at minimum 1.0 FTE
Instructional Assistant - Tillamook Service Center	Classified	EI/ECSE	10/13/2021	Temp dates through March 31, 2021 at minimum 0.85 FTE
Instructional Assistant - Tualatin Early Childhood Center	Classified	EI/ECSE	10/18/2021	Temp dates through March 31, 2021 at minimum 0.85 FTE
Instructional Assistant - Beaverton Early Childhood Center	Classified	EI/ECSE	10/20/2021	Temp dates through March 31, 2021 at minimum 0.85 FTE
Early Childhood Education Specialist - Washington County	Licensed	EI/ECSE	10/20/2021	Temp dates through March 31, 2021 at minimum 1.0 FTE
Administrative Assistant - Beaverton Early Childhood Center	Classified	EI/ECSE	10/18/2021	Temp dates through March 31, 2021 at minimum 1.0 FTE
Speech Language Pathologist - Washington County	Licensed	EI/ECSE	10/20/2021	Temp dates through March 31, 2021 at minimum 1.0 FTE
Instructional Assistant - Pacific Academy	Classified	Social Emotional Schools	10/26/2021	Temp dates through March 31, 2021 at minimum 0.85 FTE

Highlighted job posts are currently open

All other jobs were open at some point between 10/1/21-10/1/21 but are closed as of 10/30/21.



Northwest Regional
Education Service District

REPORTS



Northwest Regional Education Service District

November 2, 2021

TO: Board of Directors

FR: Lori Baker, Chief Financial Officer

RE: Local Service Plan

EXPLANATION: District Superintendents will be considering the 2022-23 Local Service Plan at their Superintendent meeting on November 5, 2021. This evening, we will be providing an overview of the proposed plan, which we will be asking the Board to consider for approval at the December Board meeting. A Summary Report showing the proposed plan is attached for your information.

PRESENTER(S): Lori Baker, CFO

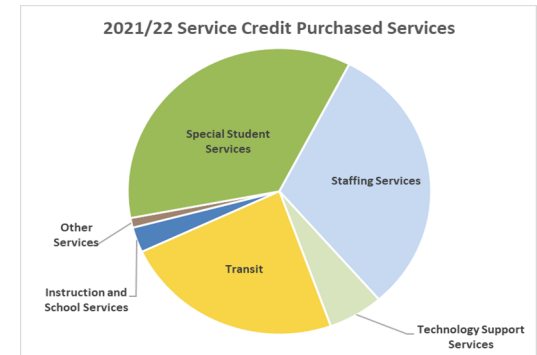
SUPPLEMENTARY MATERIALS: Local Service Plan 2022-2023 Summary

RECOMMENDATION: N/A

PROPOSED MOTION: N/A

Estimated NWRESD 2022-23 Local Service Plan: Service Credits

	2022-23 Projected \$9.3B	2021-22 SSF Estimate 6/24/21	Difference
Estimated SSF Allocation (Governor's Revised Budget)	\$53,138,745	\$51,054,873	\$ 2,083,872
ESD Operations @ 10%	5,313,875	5,105,487	208,387
Local Service Plan @ 90%	47,824,870	45,949,386	1,875,484
Beaverton (39.49%)	18,885,226	18,232,680	652,546
Hillsboro (20.08%)	9,601,317	9,176,461	424,856
Amount Available for 18 Districts	19,338,327	18,540,245	798,082
CORE Services - 25% of Plan	4,834,582	4,635,061	199,521
Service Credits - 75% of Plan	\$14,503,745	\$13,905,183	\$ 598,561



County	District	ODE Report 5/1/2021 2019-20 Ex. ADMw	ODE Report 5/1/2021 2020-2021 Ex. ADMw	Growth	Local Service Plan ADMw w/ Growth	% of Total	Estimated 2022-23 Service Credit Allocation	Amount per ADMw	2021-22 SSF Estimate Service Credit Allocation	Difference
Clatsop										
	Astoria	2,205.66	2,197.91	(7.8)	2,205.66	4.41%	\$ 639,661	\$ 290.01	\$ 613,998	\$ 25,663
	Jewell	302.90	302.90	-	302.90	0.61%	87,844	290.01	83,070	4,774
	Knappa	667.96	667.96	-	667.96	1.34%	193,714	290.01	185,622	8,092
	Seaside	1,980.96	1,953.35	(27.6)	1,980.96	3.96%	574,496	290.01	557,454	17,042
	Warrenton-Hammond	1,255.65	1,255.65	-	1,255.65	2.51%	364,150	290.01	348,043	16,107
Columbia										
	Clatskanie	946.17	923.50	(22.7)	946.17	1.89%	274,398	290.01	268,810	5,588
	Rainier	1,073.02	1,026.74	(46.3)	1,073.02	2.15%	311,185	290.01	293,349	17,836
	Scappoose	2,798.76	2,781.89	(16.9)	2,798.76	5.60%	811,666	290.01	785,034	26,632
	St. Helens	3,348.35	3,259.52	(88.8)	3,348.35	6.70%	971,052	290.01	951,295	19,757
	Vernonia	781.80	781.80	-	781.80	1.56%	226,729	290.01	211,291	15,438
Tillamook										
	Neah-Kah-Nie	1,035.54	1,035.54	-	1,035.54	2.07%	300,316	290.01	288,464	11,852
	Nestucca Valley	684.65	676.78	(7.9)	684.65	1.37%	198,555	290.01	193,385	5,170
	Tillamook	2,691.98	2,691.98	-	2,691.98	5.38%	780,698	290.01	749,758	30,940
Washington										
	Banks	1,296.43	1,296.43	-	1,296.43	2.59%	375,976	290.01	359,240	16,736
	Forest Grove	7,502.83	7,502.83	-	7,502.83	15.00%	2,175,888	290.01	2,088,817	87,071
	Gaston	748.12	708.32	(39.8)	748.12	1.50%	216,962	290.01	211,841	5,121
	Sherwood	5,991.30	5,931.18	(60.1)	5,991.30	11.98%	1,737,531	290.01	1,661,713	75,818
	Tigard-Tualatin	14,699.28	14,699.28	-	14,699.28	29.39%	4,262,924	290.01	4,129,385	133,539
	TOTAL	50,011.36	49,693.56	(317.8)	50,011.36	100.00%	\$ 14,503,745		\$ 13,980,569	\$ 523,176

Assumptions: \$9.3B in SSF Formula. Enrollment stable. Year 2 of Biennium allocated at 51%.

Projected NWRESD 2022-23 Local Service Plan: Core Services Budget

<u>Program</u>	2021-22 Adopted Budget	2022-23 Projected Budget
Instructional Services		
Professional Development Strands BSD + HSD	\$ 355,011	\$ 368,880
Professional Development Strands CORE Dist	239,961	250,417
ESD Transfer to IS for Core	180,644	68,050
Attendance Services	-	120,000
Regional Innovations Fund BSD + HSD	634,219	660,222
Total Instructional Services	\$ 1,409,835	\$ 1,467,570
Technology		
Network/Security Services	\$ 348,323	\$ 412,604
Help Desk	118,658	123,523
Application Support/Development	541,440	513,639
Technical Engineering Coop	451,458	469,968
Student Information System	865,609	901,099
Library Services	173,204	180,305
Total Technology Services	\$ 2,498,692	\$ 2,601,138
Miscellaneous Services		
Miscellaneous		
Home School	\$ 15,000	\$ 15,615
Emergency Closure Network	10,500	10,931
County Allocations	1,686,842	1,768,430
Total Miscellaneous Services	\$ 1,712,342	\$ 1,794,976
Total Core Services	\$ 5,620,869	\$ 5,863,684

Total Core Services	
Core Services - 18 Districts	\$4,834,582
Beaverton SD/Hillsboro SD	1,029,102
Total Core Services	\$5,863,684

Projected NWRESD 2022-23 Local Service Plan: County Allocations

Total Available for Allocation	\$	1,768,430
Base per County =	\$	125,000 x 4 = 500,000
Available by ADMw		1,268,430

County	District	Resolution Plan ADMw w/ Growth	County Base	Allocation Outside of Base	Total 2022-23 Allocation Per County	Total 2021-22 Allocation Per County	Increase
Clatsop	Astoria	2,205.7					
	Jewell	302.9					
	Knappa	668.0					
	Seaside	1,981.0					
	Warrenton-Hammond	1,255.7					
	Total Clatsop County	6,413.1	\$ 125,000	\$ 162,655	\$ 287,655	\$ 276,873	\$ 10,782
Columbia	Clatskanie	946.2					
	Rainier	1,073.0					
	Scappoose	2,798.8					
	St. Helens	3,348.4					
	Vernonia	781.8					
	Total Columbia County	8,948.1	125,000	226,949	351,949	337,317	14,632
Tillamook	Neah-Kah-Nie	1,035.5					
	Nestucca Valley	684.7					
	Tillamook	2,692.0					
	Total Tillamook County	4,412.2	125,000	111,905	236,905	229,783	7,122
Washington	Banks	1,296.4					
	Forest Grove	7,502.8					
	Gaston	748.1					
	Sherwood	5,991.3					
	Tigard-Tualatin	14,699.3					
	Total Washington County	30,238.0	125,000	766,920	891,920	842,869	49,051
TOTAL		50,011.4	\$ 500,000	\$ 1,268,430	\$ 1,768,430	\$ 1,686,842	\$ 81,588



NWRESD SSA TECHNICAL ASSISTANCE

NWRESD provides SSA technical support by leveraging a cross-department team that brings together Instructional Services, Equity and Family Partnerships, Research, Assessment, Evaluation, and Data, and Communications. The technical assistance offered will support student mental health and behavior, and increase academic outcomes for all students, with a focus on decreasing disparities and closing the opportunity gap for focal student groups. NWRESD will support component school districts in implementation of their Student Investment Account plans through three buckets of work:

- Creating, applying, monitoring, and reporting on the Student Investment Account** - provide support to districts in applying for, receiving, and monitoring spending of SSA funds to ensure compliance with Oregon Department of Education expectations.
- Developing the capacity of district and school staff to implement their plans** - improve the abilities, skills, knowledge, and expertise of educators and leaders to ensure implementation SIA plans toward the SSA vision are actualized through moving student outcomes.
- Measuring impact and scaling learning across the region through collaboration** - developing and supporting superintendent collaboration and instructional practice across the region to see what students are doing and saying, and to ensure increased academic outcomes for all students, specifically students in focal groups.

These three buckets of work include investments in the following areas:

- Community Engagement & Communications Support
- Assessment & Data Support for Longitudinal Performance Growth Targets
- Student Investment Plan development, monitoring, amending, and reporting
- Professional Learning Networks Aligned to District SIA Plans
 - Early Literacy Network
 - 9th Grade on Track Network
 - Social, Emotional, and Mental Health Network
 - Instructional Coaching Network
 - Educational Equity & Antiracism Professional Learning Services
 - NW Superintendent Instructional Leadership Network
 - Chronic Absenteeism Reduction
 - Multi-Tiered Systems of Support & Data-based Decision-making
- Regional Educator Network (REN)
- Diverse Educator Pathways
- Language Interpretation Support



Northwest Regional Education Service District

November 1, 2021

TO: Board of Directors

FR: Sarah Pope, Deputy Superintendent

RE: Preschool for All: Washington County

EXPLANATION:

At the November 9 meeting, the board will learn more about efforts underway to implement Preschool for All in Washington County.

PRESENTER(S): Sarah Pope and Megan Irwin

SUPPLEMENTARY MATERIALS: P4A NWRES D Board November 2021 Slide Deck

RECOMMENDATION: N/A

PROPOSED MOTION: N/A



Preschool for All Washington County
NWRESD Board of Directors
November 2021

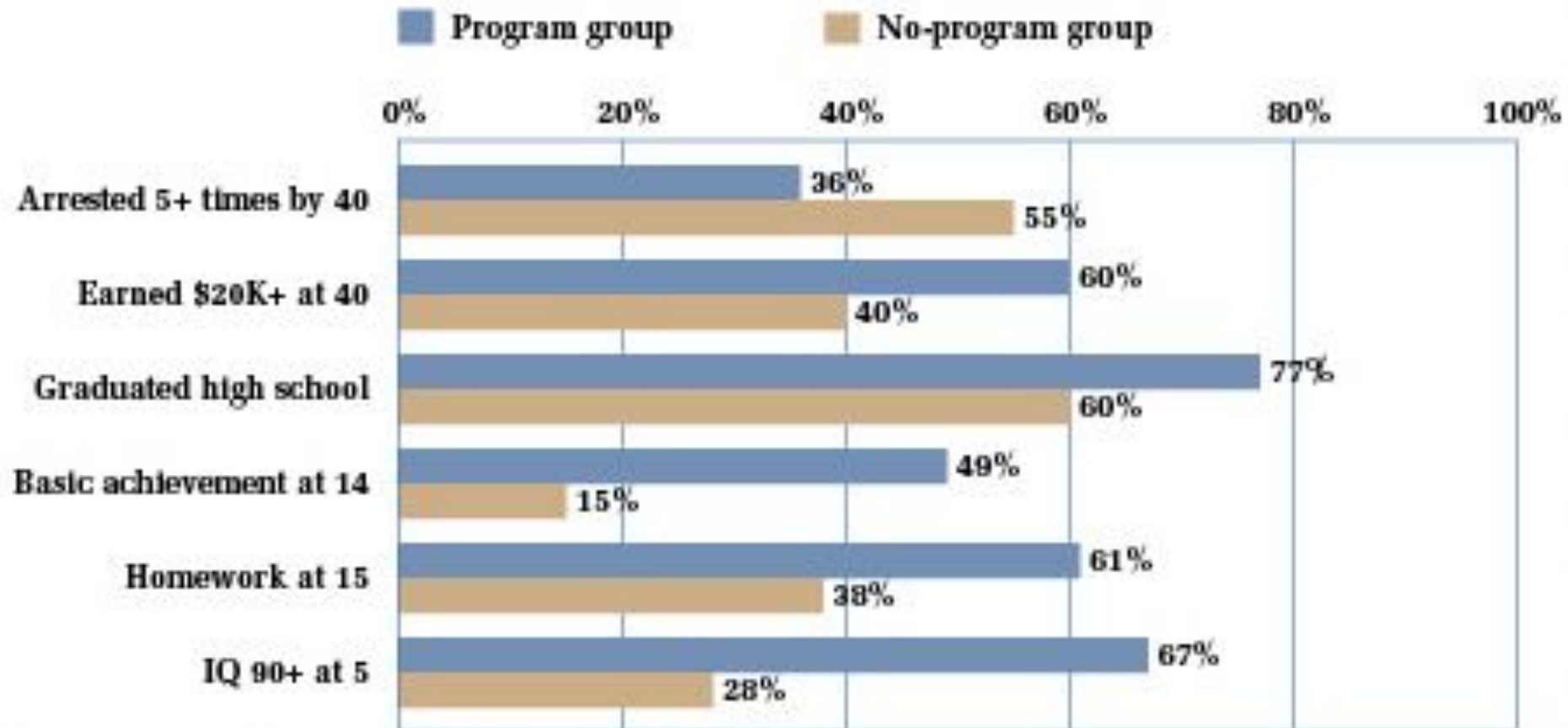
Preschool Matters!

- Large impact on development upstream.
- Supports skills children need for a lifetime.
- Parents become more involved.
- Significant economic return on investment.

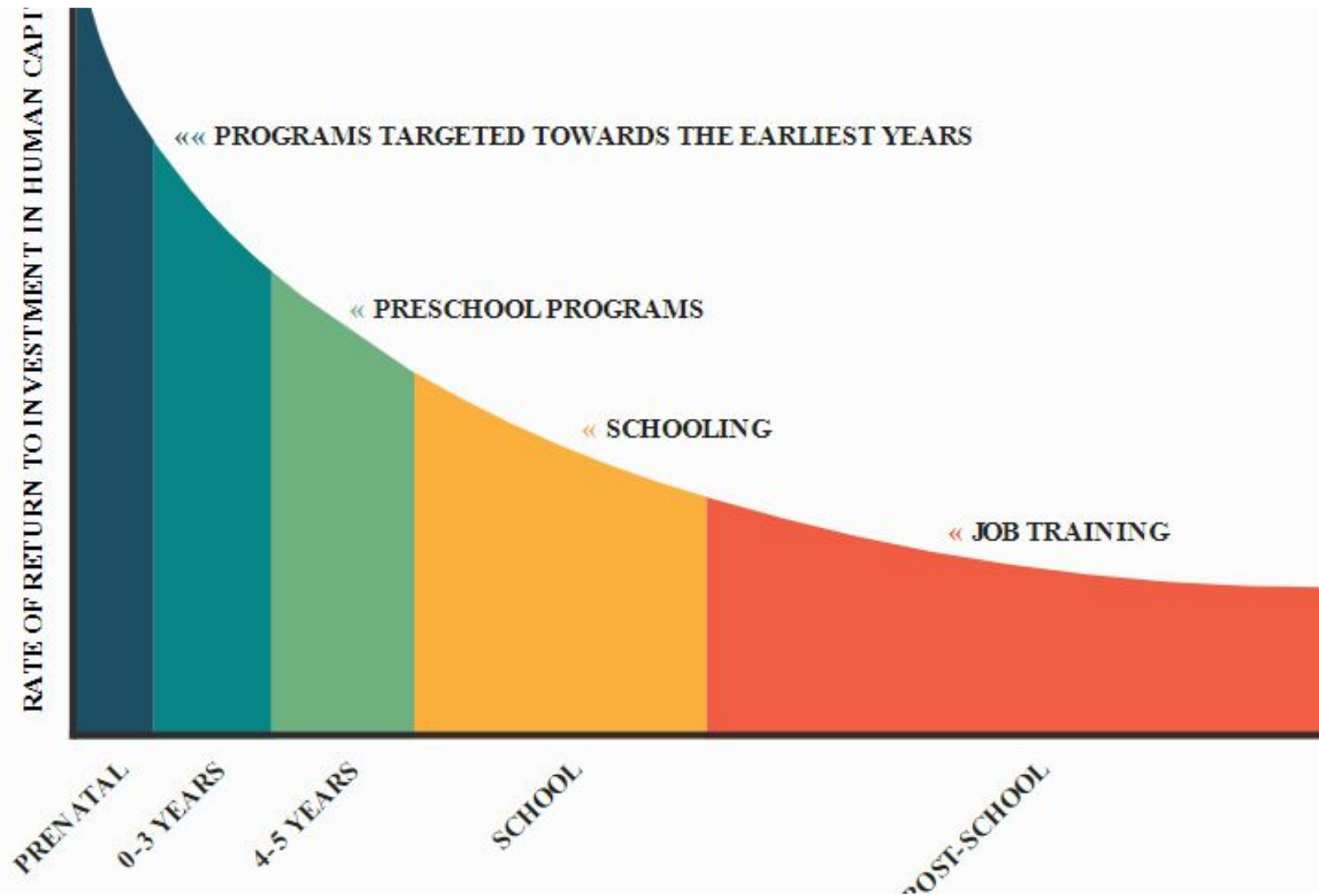
Preschool Outcomes

Figure 1

Major Findings: High/Scope Perry Preschool Study at 40



Return on Investment





Preschool Landscape & Policy Context

The challenges we are here to solve.



Policy Context

This work has momentum

- Student Success Act Early Learning Account expanded Preschool Promise, Oregon Prekindergarten Program (OPK), and Early Childhood Special Education.
- SSA also created the Early Learning Equity Fund to support culturally specific early learning programs.
- Unprecedented interest at the federal level in child care affordability and free, universal, preschool for all 3-and-4-year-olds.
- Neighboring county passed similar measure by 64% just seven months ago.

Challenge #1: Capacity & Affordability

Washington County is a child care desert

- 2,216 publicly funded slots ¹ for 15,140 preschool age children (3-4-year-olds.)
- 9,286 child care slots available for 3-to-5-year-olds; 7,369 are regulated ².
- 788 child care facilities caring for children from birth to age 5; 550 specify that they work with preschool age children ³.
- Median cost of care \$645-\$1,390 a month depending on setting. ⁴



Challenge #2: Workforce ¹

- 4,399 people working in regulated facilities in 2019.
- **Median hourly wage for head teachers in center-based care is \$13.00 - \$18.00 an hour.**
- 42% of the workforce identifies as Black, Indigenous, or a person of color.
- Most language diversity (73%) found in home-based programs
- **Workforce turnover worsened during COVID**
- Limited opportunities for training, coaching, and continuing education. Even more limited if the provider doesn't speak English or Spanish.

1. Source: Oregon 2019 Work Force Study, Oregon State University



Challenge #3: Inequity

For families who face systemic barriers – racism, poverty, ableism – the impact of living in a child care desert is even more severe.

- Those with the least access today ¹
 - Children from BIPOC communities
 - Children who are experiencing houselessness/housing instability
 - Children experiencing poverty (below 200% FPL), especially from single family households.
 - Children from families with multiple vulnerabilities for example: children with developmental delays and disabilities; involvement with DHS services; single parent households.

1. Early Learning Washington County Early Care and Education Sector Plan 2019-2021



What parents say they want¹

Providers they can trust in settings they can choose/feel comfortable with.

Providers who speak their language.

Culturally specific/responsive education.

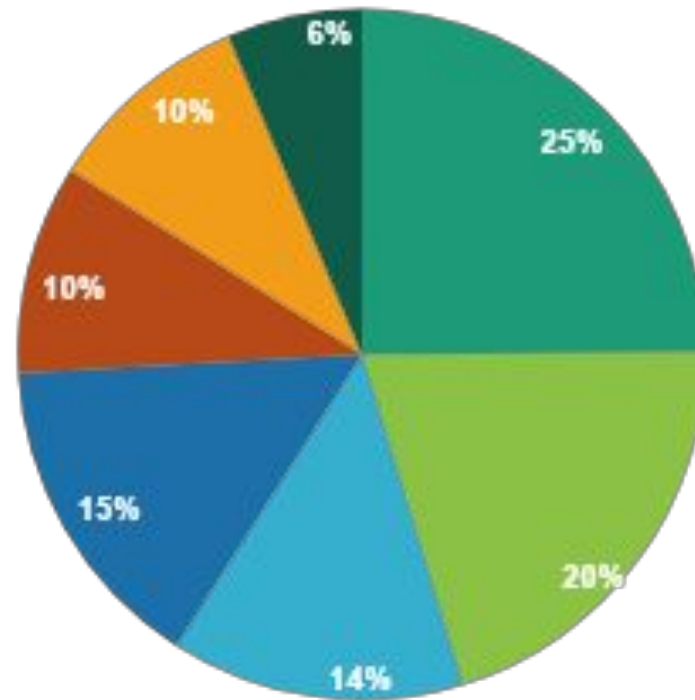
Providers who include children with disabilities.

Care they can afford.

Developmentally appropriate care & education.

Parent's child care concerns 1

■ Cost ■ Trust ■ Flex. Hours ■ Transportation ■ Dev. Approp. Care ■ Language access ■ Culturally specific education





The Work Ahead

What to expect over the next 10 months.



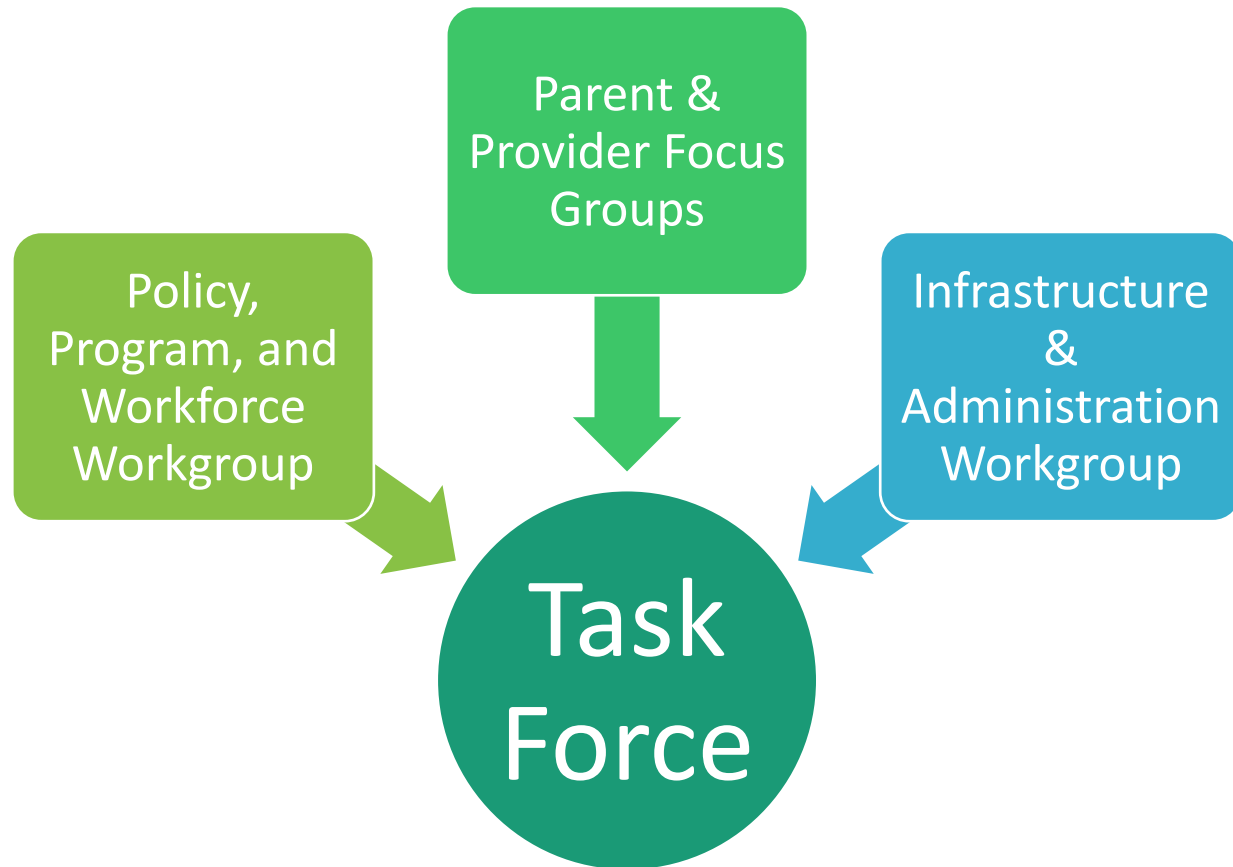
Our Vision

Universal Preschool for All 3 & 4 Year Olds in Washington County

- Free for all families, prioritizing most vulnerable first.
- High quality & developmentally appropriate learning environments.
- Strong supports for the early learning workforce, including fair wages & supports to professionalize the field.
- Infrastructure & small business supports.
- Effective & responsible



Preschool for All Washington County Structure



- Work groups will dig into the policy details/weeds & are made up of on the ground practitioners, parents, and experts.
- Parents & providers will provide input to Task Force.
- Task Force votes and make final decisions on work group recommendations.



Taskforce & Work Group Representation

Adelante Mujeres

Beaverton School District

Centre of African Immigration & Refugees Oregon

Centro Cultural

Chamber of Commerce

Children's Institute

Mayor, City of Beaverton

Mayor, City of Hillsboro

Community Action

Education Explorers LLC

Family Forward

Forest Grove School District

Healthshare

Hillsboro School District

Immigrant & Refugee Community Organization

Muslim Educational Trust

Northwest Regional ESD

Oregon Child Development Coalition

Parent Accountability Council

Portland Community College

Social Venture Partners

The Arabic House in Oregon

Tigard-Tualatin School District

Tualatin Hills Park & Recreation District

Unite Oregon

Chair & Commissioner, Washington County

YMCA

Timeline

May 2021 - February 2022	March 2022 - July 2022	August 2022 - November 2022	Nov 2022
Research, Stakeholder Engagement & Policy Development	Policymaker Engagement	Campaign Development	Election Day



Northwest Regional Education Service District

November 9, 2021

TO: Board of Directors

FR: Sharif Liwaru, Director of Equity and Family Partnerships

RE: CAFE: Cascade Alliance For Equity

EXPLANATION: Northwest Regional Education Service District is in a collaborative partnership with Multnomah Education Service District and Clackamas Education Service District, CAFE. The CAFE (Cascade Alliance for Equity) involves collaborative equity and antiracism work across six counties in support of 38 school districts and three ESDs. This presentation is a brief summary of the collaboration.

PRESENTER(S): S. Z. Liwaru

SUPPLEMENTARY MATERIALS: "CAFE Overview for NWRESB board" Presentation Slide Deck

RECOMMENDATION: N/A

PROPOSED MOTION: N/A

CAFE: Cascade Alliance For Equity

NWRESD Board Meeting

Liwaru - November 2021

CAFE

Cascade Alliance For Equity

- Who are we?
- Mission
- What we do?
 - Collective Impact
 - Professional Learning



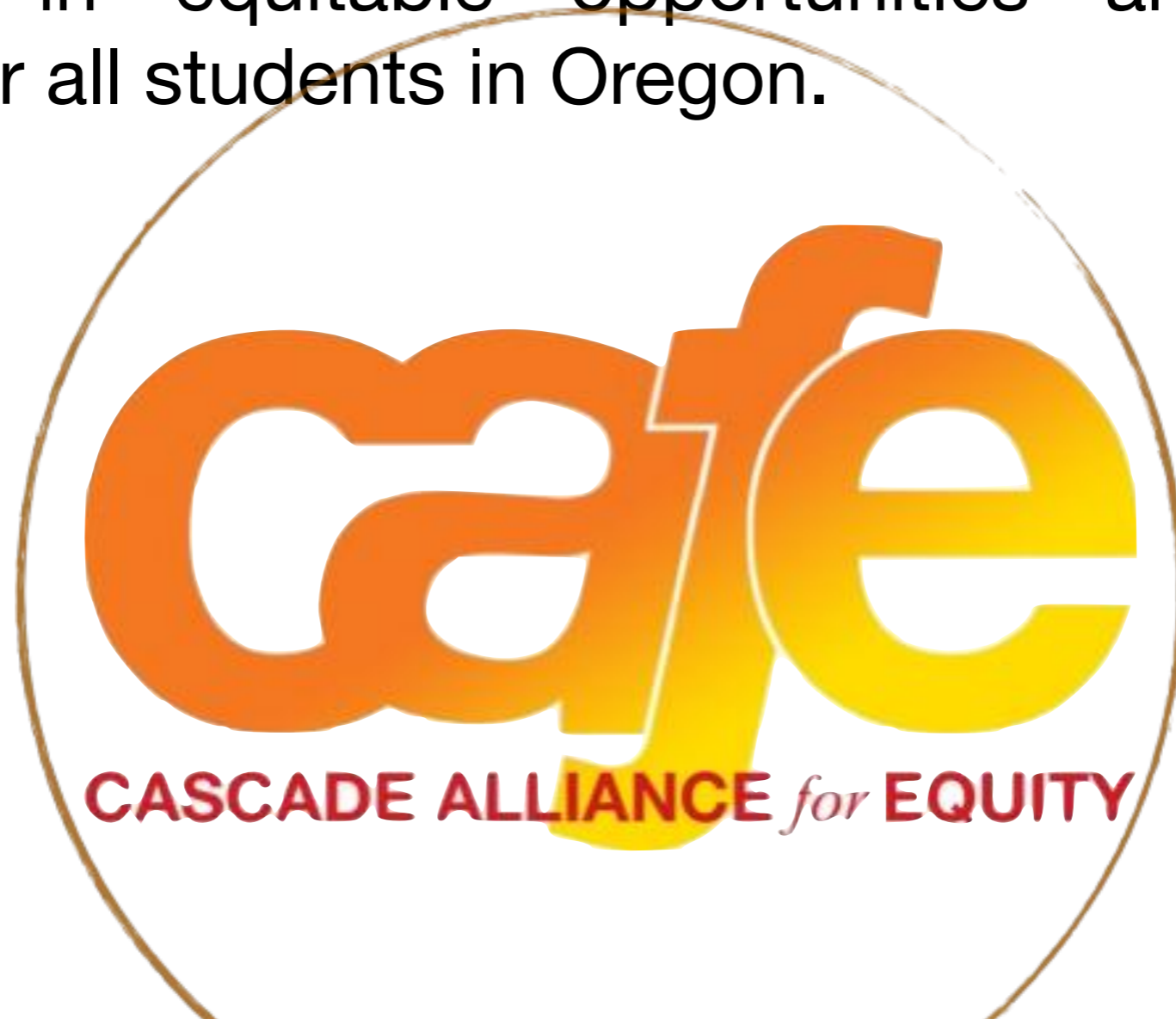
Who are we?

We belong to the CAFE (Cascade Alliance for Equity), a collaborative partnership of ESDs consisting of Northwest Regional, Multnomah, and Clackamas. Together we serve over 50% of Oregon's students.



Mission

The Cascade Alliance for Equity (CAFE) leverages the collective work of educators and community partners across the region to foster culturally sustaining practices that result in equitable opportunities and improved outcomes for all students in Oregon.



It's not just us

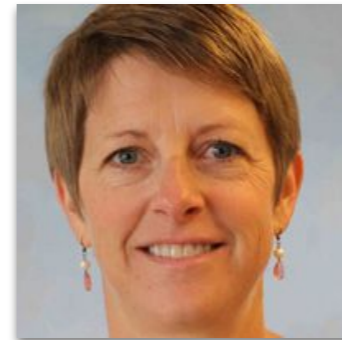
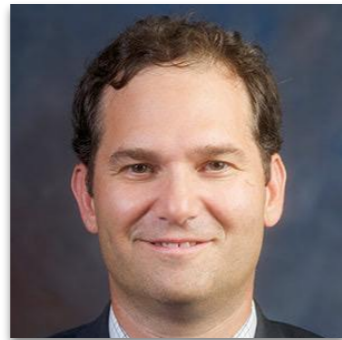


The CAFE acknowledges that quality equity work is happening statewide and particularly in the school districts we serve. Our intention is to augment that work and provide additional resources to meet regional needs.



...

DIRECTIVE TEAM

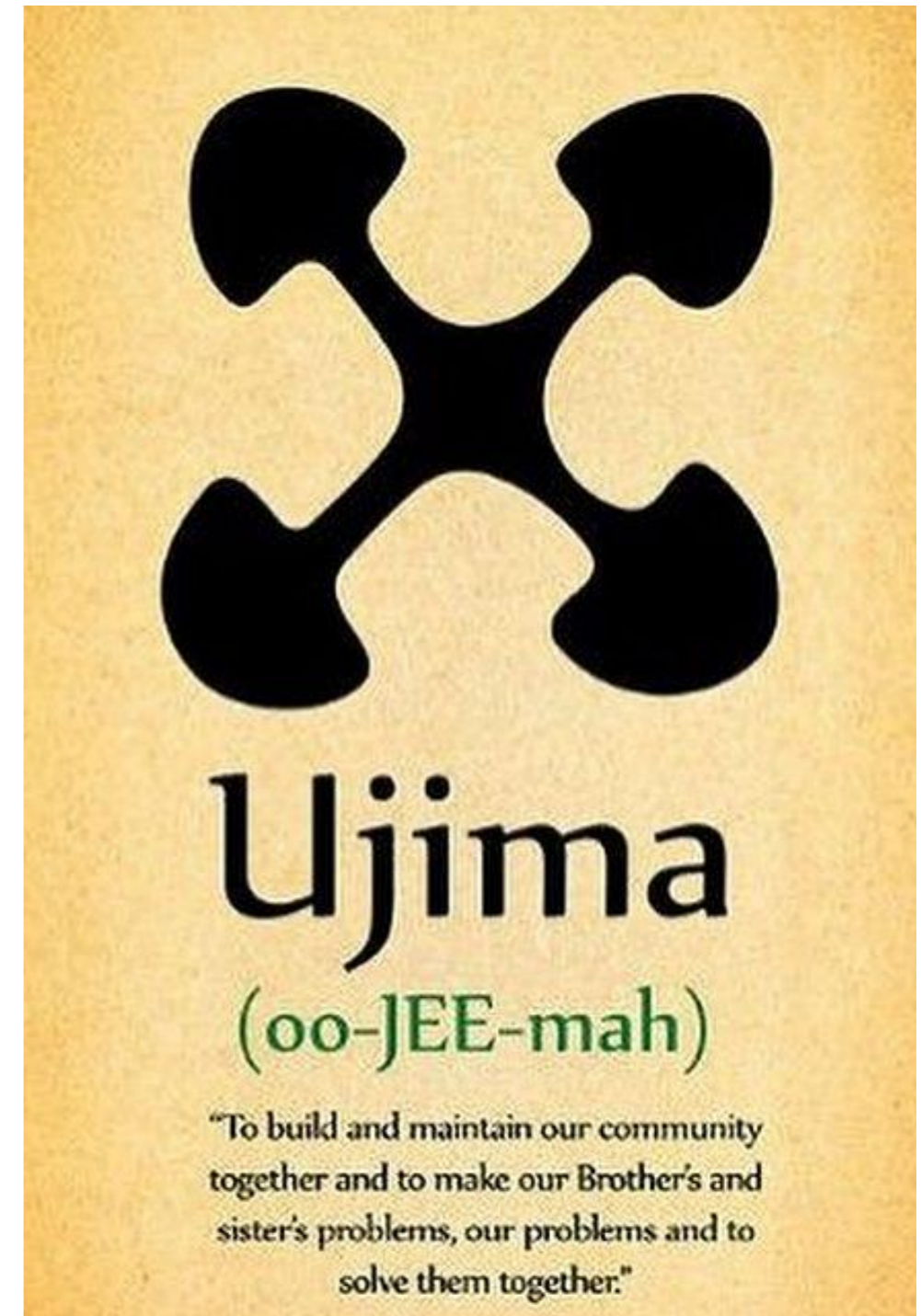


What we do?

- Transform the field of collaborative educational equity and improve the lives of children and families in the NW Oregon region
- Build and strengthen relationships
- Learn from and with multiple voices
- Recognize the power of stories, danger of absence, and amplify the community solution for change

Collective Impact

1. Common Vision and Reinforcing Activities
2. Data Use and Shared Measurement
3. Central Entity for Backbone Support
4. System/Infrastructure and Sustainable Financing
5. Individual & Community Engagement and Ownership
6. Continuous Communication



Professional Learning

Instruction, Hiring, and Equity]

- Create ongoing networks of improvement and PD related to curriculum, pedagogy and antiracism & equity work
- Facilitate the recruitment, hiring, onboarding, retention, and promotion of racial, ethnic, and gender diversity
- Provide support and technical assistance for governance and leadership in Equity and Anti-Racism



Expected/potential activities:

- Stand alone PD days
- Ongoing equity advisory meetings
- Leadership for Equity seminars
- Develop, implement, communicate and monitor regional collaborative equity, diversity and partnership programs
- Evaluate curriculum for racism and bias



Equity and Family Partnerships

Janet Bucio

Yashica Island

Sharif Zakir Liwaru

Inger McDowell-Hartye

szliwaru@nwresd.k12.or.us



Northwest Regional
Education Service District

ADMIN

REPORTS



COMMUNICATIONS BOARD REPORT

Prepared by Kelsey Cardwell

November 2021

Foundation News

As NWRESD board members may already know, the NWRESD Foundation is in the purview of the communications team. Typically, the foundation awards mini-grants to educators from NWRESD and component school districts on an annual basis. Last year, due to the challenges of pivoting foundation activities during the pandemic, the foundation board chose to fund two larger projects: scholarships for students in the Diverse Educator Pathways program and a new playground for Columbia Academy.

This year, the foundation board plans to return to mini grantmaking, even if their activities must continue in virtual spaces. Hold the date for their first virtual fundraiser, tentatively scheduled for Thursday, March 3. The grant application window will be open from Feb. 28 to March 18.

NWRESD Events Calendar & Website Update

Last year, we launched our new content management system (CMS), a.k.a a new website. With the previous website, almost all edits had to go through a single person. Pages were frequently stale and out-of-date. By contrast, and for the first time in NWRESD history, we have a website with a hierarchical structure that enables us to give limited backend access to a large number of website administrators who can make basic web page edits. We have around 30 active web editors who keep pages fresh and accurate by managing contact information, adding event information, writing about the latest news, and more.

This is a culture shift for our organization and so for the past year, we have offered regular biweekly training (and consultation by request) for new web editors. In addition to acquiring technical skills, many web editors are working to gain the confidence required when making updates for an audience size of 6,300 website visitors per month.

A lot of this work has been behind the scenes with not a lot of tangible results, but this past month we noticed an explosion of website updates. Be sure to check out how active [our NWRESD events calendar](#) is, a resource we never had in the prior website. NWRESD has always been a buzzing educational institution, but now it's demonstrated through our website.

Media Coverage and Other News

- [NWRESD was featured on KOIN AM Extra](#) speaking about why you should consider signing up to become a substitute in your local schools
- The communications team, with support from School Safety and Prevention Specialist Jenn Johnson, helped [Scappoose School District respond to protests](#) that were putting student safety at risk by crafting and translating a message that was sent home to families.

Early Learning Board Report
Prepared by Johnna N. Timmes
November 2021

Our first month “back to services” has proven to be full of connecting the “old” with the “new”. Colleagues were

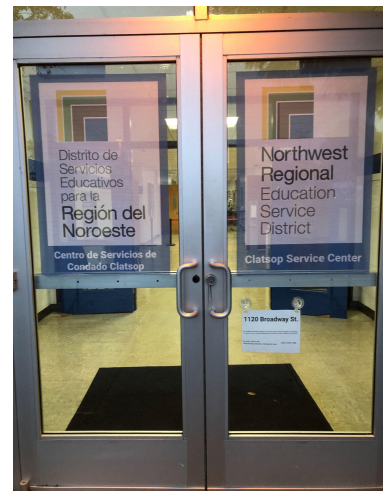
Hiring for new leadership in Early Learning:

Welcome Scott Ryan, Principal Beaverton Early Childhood Center-

The Early Learning team is excited to announce and introduce (or for many of you, re-introduce) **Scott Ryan as the new BECC Principal**. Some of you know Scott as a teacher both at Levi Anderson and at TECC. What you may not know is Scott is a three-time fellow of the McCourt School of Public Policy at Georgetown University. He has been successful in school improvement for students in many settings such as juvenile detention and other incarcerated youth settings, along with LGBTQI+ students in educational settings. Scott is also an experienced school administrator and educator working with underrepresented populations from prekindergarten through transition age. He has worked within the Banks, Portland Public and Multnomah Education Service [School] Districts. He served as the brainchild behind the Bars to Bridges and Youth Development Council grants supporting youth transitioning between juvenile detention and incarcerated settings back to their communities. When asked what he was looking forward to the most about this new assignment, Scott said, *"I'm really excited to get to know and work with the BECC staff. I love leading and collaborating with everyone in the school community to create a culture which promotes the ongoing improvement and cohesiveness of elevating the educational setting and developing opportunities for staff, students and families alike."* Scott will follow Heather and Johnna next week and officially start at BECC, November 8, 2021. Please join me in welcoming Scott to our Early Learning department leadership team!

New Classroom are up and running!

As you know our Clatsop Service Center moved from Astoria to Seaside. The new location is at [1120 Broadway Street, Seaside OR 97138](https://www.seasideor.gov/1120-Broadway-Street). The move continues to progress. We have our SAIL classroom up and going complete with paint and carpeting. We started serving students in



person in our SAIL class October 1. During the painting and carpeting in September, we provided in person family coaching in our conference room.

All Early Learning Staff Inservice completed on Oct 21, 2021

The EI/ECSE Regional Program Inservice took place on October 21. This virtual event included a variety of professional development topics, including:

- An introductory course for completing Autism Spectrum Disorders evaluations
- How to provide Articulation & Fluency services using a consultation model
- Preplanning for the Individual Family Service Plan using strategies from the Routines Based Interview
- Trauma Affects Us All
- Adult PBIS (Positive Communication Strategies for adults working in teams)
- Practice-based coaching for Instructional Assistants
- Reciprocal Imitation Training
- Practice Based Coaching in the Family Home
- Practice Based Coaching for licensed staff (a continuation of learning started in July)
- Technology for Instructional Assistants
- Project Impact Strategies for Instructional Assistants

Staff members were allowed to choose the session(s) that were of greatest interest to them, and featured a mix of talented in-agency and outside speakers. The day ended with the opportunity for all staff members to join a job-alike Professional Learning Community (PLC). The PLC work will be ongoing throughout the year.



COLUMBIA COUNTY BOARD REPORT

Prepared by Stacy Rager

NOVEMBER 2021

EI/ECSE Program News:

The EI/ECSE Team has much going on! There is lots of excitement about the new playground install that is underway. The new structure includes a covered play area so that kids will be able to enjoy an outdoor break time rain or shine! In addition to the new cover, we are getting new play structures as well--stay tuned for before/after pictures after the install is complete.

Trunk or Treat! Two staff members from the EI/ECSE program will be attending the Columbia County Sheriff's Drive-Thru Trunk or Treat event. Each "treat" will include a small informational flyer noting our services for children experiencing developmental delays, as well as our employment opportunities. We are hoping this event provides an opportunity to hire new staff and get the word out about our educational services for children under the age of 5.

Our Equity Learning Teams have launched. Four licensed staff members, as well as Stacy, started the ELT Training series in October. There is a great deal of thoughtful enthusiasm for this work and I anticipate the team will do much to further the work of providing culturally responsive services to our children and families in Columbia County.

I am especially excited to announce that we have been able to hire two new team members. Danielle Dani and Lita Blodgett will join the program as Instructional Assistants. They both have experience working with children, and are deeply committed to the work of the EI/ECSE Program. Among other jobs, Lita worked for multiple summers at the public swimming pool in Clatskanie teaching swimming lessons to toddlers and young children; and Danielle worked for many years as a Community Liaison to the US Embassy in China--she is fluent in both English and Mandarin! I am very excited for both of these women to join our team here in Columbia County.

Service Center News:

NWRESD is an active participant in the Columbia County Trauma Informed Network. This network has grown out of the grant project that Cindy Jaeger started and is now a collection of organizations and individuals throughout Columbia County seeking to improve the well-being of children and families in the community. Our agency is active in the Education Sector and has members in both the ongoing workgroups and the steering committee.

Respectfully Submitted,

Stacy Rager
Service Center Administrator

November 2021

Equity and Family Partnerships

Administrative Report

Introduction

The Office of Equity and Family Partnerships' purpose is to deepen NWRESA's commitment to and accomplishment of equity and antiracism.

Strategic Plan

We are developing and implementing tactics and steps to accomplish the strategies of the Strategic Plan goals.

Community Engagement - Develop authentic, reciprocal, and inclusive partnerships with our diverse students, families, and community partners;

Developing strategies and systems of support for community engagement. A primary purpose of community engagement is increasing the impact on decision-making and implementation of lessons, programs, procedures, and policies. Many current relationships can be categorized as informing, with perhaps a feedback loop to hear from the community about what information they are getting. This consulting can be increased to a more robust and formalized process. Are strategies developed will help NWRESA and our component districts move past consulting to involving and even collaborating with our various communities, community organizations, and families. The end goal is empowering or turning over the power and leadership around community engagement to the community.

Equity Onboarding - Cultivate anti-racism, multiculturalism, and diverse racial perspectives in program design, continuous improvement, and decision-making;

On behalf of our ongoing commitment to align new employees roles within the organization to our equity initiatives the Office of Equity and Family Partnerships facilitates monthly onboarding meetings for new hires and rehires. All current employees are also able to participate. They are repeated every month with additional offerings held during the year when hiring numbers increase. This Equity Onboarding training will help our staff learn more about our organization's work to equip our staff with the training, resources, and ongoing support needed to be able to help shape our organization's future.

During this 2-hour training staff have an opportunity to learn about our organization's strategic plan objectives with other new employees and share in creating a welcoming and inclusive environment for staff and students. This training is part of our orientation process for all new hires..

Submitted by:
Sharif Liwaru, Director, Equity and Family Partnerships
sliwaru2@nwresd.k12.or.us

SPECIAL STUDENT SERVICES

Monthly Board Report

November 2021

Cathy Jensen, Executive Director K-12 Special Education

cjensen@nwresd.k12.or.us

Professional Learning:

Since the beginning of the school year, the Autism Spectrum Disorder (ASD) Team has offered professional learning opportunities within our region. Topics included: visual supports, Pivotal Response Training, transition supports, ASD tips and tricks for working with new Kinders, Discrete Trial, Autism: What is it?, ASD 101 for the Evaluator, ASD Evaluation Refresher, ASD Evaluation for the New Evaluator, and Evidence Based Interventions and Why We Use Them. As a result of these training sessions, one of our consultants working in ECSE shared that a set of triplets attended Head Start for the first time. With the strategies and materials they had prepared for them (visuals and work systems), they had an excellent first week and have begun to make connections with staff and are enjoying being near their peers.

Social Emotional Learning School program educators have also been engaging in professional learning since the start of school. Their main focus this year is to continue their understanding and knowledge in supporting students with social-emotional learning, creating equitable outcomes for our students, and learning with other educators in our professional learning communities.

Supporting State Partners:

In the fall of 2020, Southern Oregon Education Service District (SOESD) lost much of their adaptive equipment to a wildfire that destroyed one of their buildings. NWRESD and other state regional programs collaborated to send many items to SOESD last fall. After completing an inventory of equipment over the summer, NWRESD identified an additional truckload of equipment to donate to SOESD to support students with Orthopedic Impairments.

At School Activities:

Class working on unit about bats



Kids working on Science, Technology, Engineering, & Math (STEM) project



At play with teacher, modified kickball



THE INSIDE | INSTRUCTIONAL SERVICES

Northwest Regional Education Service District

UPCOMING EVENTS:

TUESDAY, 10/19:
ESD Leadership
Meeting ([Zoom Link](#))
@9am - 12pm

**WEDNESDAY,
10/20:**
Equity Learning
Teams Meeting ([Zoom
Link](#)) @10:30am - 12pm

THURSDAY, 10/21:
PL Admin Team
Meeting ([Zoom Link](#))
@10:30am - 12pm

TUESDAY, 10/26:
IST Leadership
Meeting ([Zoom Link](#))
@12pm - 2pm

THURSDAY, 10/28:
Instructional
Coaching Network
(ICN) Convening

No PL Meeting

FRIDAY, 10/29:
Instructional
Coaching Network
(ICN) Convening

THURSDAY, 11/4:
PL Team Meeting
([Zoom Link](#)) @10:30am
- 12pm

EXECUTIVE DIRECTOR'S MESSAGE:

Dear Instructional Services Team,

I am proud of our continued dedication to ensuring that our students, families, teachers, schools, and districts feel supported. You are all are working hard to ensure that students receive the opportunities and experiences that they deserve.

This week, our IST Leadership worked to refine our Leadership Team purpose statement. While we will continue to revisit and hone this statement over the coming months, I wanted to share the current version with you.

Both the IST Leadership and PL Teams have been identifying and sharing our Core Values with each other, something that Elena Auguilar argues builds resilience in educators and leaders. The IST Leadership Team then analyzed our Core Values alongside National Equity Project's [Liberatory Design Mindsets](#) to look for trends and noticings, the PL Team will engage in this work at our next meeting as well.

One reflection from our team during this work that stood out to me was that our natural tendencies may lead us to easily embrace certain mindsets that align with our Core Values; however, we should be careful to identify the mindsets that might be more difficult for us and intentionally work on developing and enacting those specific mindsets.

Our ESDs antiracist goals and work require us to continue to take action daily in all that we do. It is not enough to learn about or talk about antiracism. We must, and when I say we --I am especially speaking to my fellow white staff members-- take action to interrupt racism in concrete and meaningful ways.

I challenge you this week to actively think about how you can use the Liberatory Design Mindsets to continue to grow your antiracist leadership -- remember we are all leaders regardless of title. Whatever position you hold, you have a sphere of influence and ways in which you can effect change.

To a year of antiracist, collaborative, and innovative work,
Megan



**IST
LEADERSHIP
PURPOSE**

The IST Leadership will engage in continuous improvement to ensure we can best support our teams and provide effective, high-quality, collaborative services to positively impact students, communities, and our educational system.

WHAT ARE THE TOP 5 THINGS I SHOULD BE FOCUSED ON?

1

NEW

HOW ARE YOU APPLYING YOUR LEARNING AROUND ANTIRACISM IN YOUR WORK?

After reading the Executive Director’s Message, think about how you are applying and actively taking action to be antiracist within your work, on your team, and in your leadership.

2

NEW

HOW DO YOU KNOW WHAT YOU'RE DOING IS EFFECTIVE?

When we think about how to measure our effectiveness, we should be looking at both qualitative and quantitative data. How are you listening to the “users” of your system to hear what they are currently experiencing? How do we know that our current model of services is working for “users” in this new pandemic normal? Additionally, how are you measuring the quantitative impact on student outcomes? We will continue to dive into these questions through our team meetings and action planning process.

3

NEW

HOW ARE YOU DEVELOPING YOURSELF?

There are many opportunities coming up for personal growth and development include and Mindful Leadership PD from COSA (more options in the link below) and equity, teams and leadership development with Elena Aguilar. Additionally, OAE has an option on self-care for regulation and resilience.

[COSA](#)

[Elena Aguilar](#)

[OAE](#)

4

NEW

COMPLETE YOUR ANNUAL REQUIRED TRAININGS BY 10/31/21

Current staff must complete all training modules by Oct. 31. New staff must complete these trainings within the first 30 days of employment.

Before you can enter any NWRES D building, you must have already passed the COVID-19 training. All trainings are available online in Public School Works. [Go to the trainings.](#)

5

UPDATED

VACCINATION REQUIRED FOR CONTRACTORS BY 10/18/21

Any contractors we hire who regularly spend time in any of our buildings (service centers, sites, and schools) are included in the Governor’s education vaccine requirement. In order to continue working with these contractors, you must:

- Make a copy and share [this linked document](#) with all contractors you have within your department
- Send your vaccine attestation forms to Ally or upload them [here](#) AND check that all of the vendors you work with are in [this spreadsheet](#). Make sure to add any missing vendors in the IST tab -- this is where you can track your progress
- If you do not receive this signed document from one of your contractors by 10/18, then we can no longer contract with them starting 10/19

****NEW**** There is no required documentation for contractors who will be 100% virtual. Vaccination Attestation will be included with SOWs in the future.

Do you have feedback to improve the INSIDE? Please let me know [here](#).

THE INSIDE | INSTRUCTIONAL SERVICES

Northwest Regional Education Service District

UPCOMING EVENTS:

THURSDAY, 11/4:
PL Team Meeting
([Zoom Link](#))
@10:30am - 12pm

FRIDAY, 11/5:
Regional
Superintendent
Retreat with SSA
Presentation

TUESDAY, 11/9:
IST Leadership
Meeting ([Zoom Link](#))
@12pm - 2pm

NWRESB Board
Meeting @6pm

WEDNESDAY, 11/10:
Equity Learning
Teams Meeting ([Zoom
Link](#)) @1pm - 3pm

THURSDAY, 11/11:
Veterans Day

TUESDAY, 11/16:
ESD Leadership
Meeting ([Zoom Link](#))
@9am - 12pm

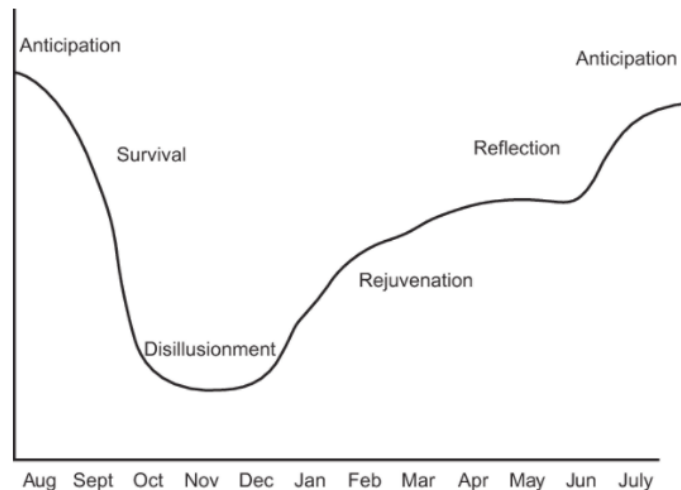
THURSDAY, 11/18:
PL Admin Team
Meeting ([Zoom Link](#))
@10:30am - 12pm

TUESDAY, 11/23:
IST Leadership
Meeting ([Zoom Link](#))
@12pm - 2pm

EXECUTIVE DIRECTOR'S MESSAGE:

Dear Instructional Services Team,

I hope you are remembering to practice self-care as we enter November during an ongoing pandemic. I want to recognize and acknowledge everyone's level of stress over the last few weeks. Together, we've been navigating new needs for support and the new reality of our districts, ongoing racial injustices, preparing to move our workspace and begin hybrid work, and welcoming me as your new Executive Director. This is not easy and we are all feeling it! The graph below shows a standard series of emotions for a 1st year teacher, an emotional progression which will be familiar to many more veteran educators as well.



Remember that even pre-pandemic the months of October and November were tough for educators! We are in the midst of the October/November slump, so please, give yourself some grace. Remember that the educators and districts we support are feeling these emotions even more in our new pandemic reality amidst the shortage of subs, high social-emotional needs of students, district staff, and ourselves, and new covid protocols. You all have been doing a great job of staying customer-service focused and being innovative with your supports for educators and districts -- let's keep it up, as they need it now more than ever.

To a year of antiracist, collaborative, and innovative work,
Megan

WHAT ARE THE TOP 5 THINGS I SHOULD BE FOCUSED ON?

WELCOME ANDERSON (OR ANDY) KISHLOCK (They/Them) to IST: Megan's Administrative Specialist

Please virtually meet and welcome Anderson to our team! They are Megan's new Administrative Specialist. Please make sure to begin cc'ing Anderson (akishlock@nwresd.k12.or.us) on your communication with Megan. You can also schedule times to meet with Megan through Anderson.



Anderson is absolutely thrilled to be joining the team over here at NWRESD. With a background in production and event management they're excited to bring a creative lens to supporting the staff in Instructional Services. A Oregon native, they've worked in and around local educational institutions for years, including Glencoe High School, Ainsworth Elementary, and Portland Community College. They enjoy reading, baking, and thinking up fun new work outfits in their free time.

LIBERATORY DESIGN AND IMPROVEMENT SCIENCE

As we continue to dig into our work with the National Equity Project through our Equity Learning Team and within our department/team meetings, I want to call attention to the alignment of Liberatory Design with Improvement Science and Data Driven Instruction models that many of us have used before. Here is a [slide graphic](#) highlighting the importance of Seeing the System from a user-based perspective and learning through doing (PDSA or See, Engage, Act).

DISTRICT ADDITIONAL ASKS FOR PD AND SUPPORT

Districts have begun to reach out for additional support and Professional Learning asks. In order to ensure that we are providing strategic, high-quality services without overextending ourselves, please send all requests to Megan and Anderson. Megan will discuss the ask, see if it can be filled with our current capacity, track additional services provided, and begin creation of a menu/bank of professional learning available to our districts.

MOVES UPDATE

Please make sure to review the email sent previously from Megan for details and see summary below:

- Final [IST Offices and Cubes Map](#) (tab "Office Set-Up")
- 11/1 Close of Day Packing Complete
- 11/3 Outdoor School Moves
- 11/4-5 Remainder of IST Moves (attendance not required -- movers will do this work)
- 11/8 Start of [Hybrid Work Schedule](#) (tab "Hybrid")

COMPLETE YOUR ANNUAL REQUIRED TRAININGS BY 10/31/21

Current staff must complete all training modules by Oct. 31. New staff must complete these trainings within the first 30 days of employment.

Before you can enter any NWRESD building, you must have already passed the COVID-19 training. All trainings are available online in Public School Works. [Go to the trainings.](#)



Northwest Regional
Education Service District

ACTION

ITEMS



Northwest Regional Education Service District

November 2, 2021

TO: Board of Directors

FR: Lori Baker, CFO

RE: Monthly Financial Update

EXPLANATION: Financial Summary report for period ending September 30, 2021. This report includes the Quarterly Assurances document recommended as best practice by our auditors.

PRESENTER(S): Lori Baker, CFO

SUPPLEMENTARY MATERIALS: Attached to this cover sheet:

Summary Financial Statements – September 30, 2021
Quarterly Assurances – 3rd Quarter, 2021

RECOMMENDATION: N/A

PROPOSED MOTION: I move to accept the monthly financial report as presented.



Northwest Regional Education Service District

Financial Report as of September 30, 2021

The NWRESD Financial Summary as of September 30, 2021, is organized by fund and function with projected budget variances for the current fiscal year and includes actual financial results for the previous two years. For 2021-22, the report includes the adopted budget, year-to-date actual results, projected revenue and encumbered expenditures for the remainder of the fiscal year, forecasted results for the full fiscal year (which represents the actuals to date plus the projections and encumbrances for the remainder of the year), and the anticipated variance to budget.

General Funds

Total Operating Revenues. For 2021-22, total operating revenue is \$15,913,714 as of September 30, and represents 29.0% of the current budget of \$54,786,161. The total forecasted 2021-22 operating revenue is projected to be \$54,790,527, which is a positive variance of \$4,366. These projections are based upon historical trends and other known information as of the date of this report.

Property Taxes and Timber Revenue: As of September 30, \$81,311 of property taxes and timber revenues have been received. This year-to-date revenue is primarily receipts of prior year taxes. Current year property taxes are due in November, and the majority of collections occur annually in November and December. NWRESD has a permanent rate 0.1538 per \$1,000 of assessed value. Receipt of state timber fees are expected in the fourth quarter of the fiscal year.

State School Fund: The first four installments of the state school fund revenues (SSF) has been received, and total \$15,666,190. Projections of SSF will be updated in November, once ODE completes their analysis of student enrollment.

Other Local Sources: Other local sources include fees charged to grants, services provided to other funds, interest earnings and other miscellaneous revenues. Other local sources are projected to be even with budget for 2021-22.

Total Operating Expenditures. For 2021-22, total operating expenditures are \$2,139,220 through September 30, and represents 3.9% of the current budget of \$55,453,161. Total forecasted 2021-22 operating expenditures are projected to be \$54,974,327, which is a positive variance of \$478,834. These projections include actual expenditures through September 30 plus encumbrances.

Other Uses: Other uses includes transfers to other funds, which is primarily transfers to the Agency Funds for Local Service Plan support of component school districts.

General Fund Balance. The beginning fund balance is currently estimated at the unaudited amount of \$5,537,875, which is higher than budget by \$1,250,875. This balance will be updated upon the

completion of the 2020-21 audit. The forecast ending fund balance of \$5,354,075, is 8.9% of forecast revenue, and exceeds the Board policy amount of 8% by 0.9%.

All Other Funds

Other funds are comprised of Special Revenue Funds (200s) which include Federal and State grant programs, Capital Project Funds (400s) which are used to replace, repair or acquire facilities or capital equipment, and the Enterprise Funds (500s) which are intended to provide goods and services to students or the general public on a continuing basis, and are financed or recovered primarily through user charges.

Operating Revenues. For 2021-22, total operating revenue is \$5,456,514 as of September 30, and represents 5.5% of the current budget of \$98,465,580. The total forecasted 2021-22 operating revenue is projected to be \$96,956,514, which is a negative variance of \$1,509,066. Of the negative variance, \$1,000,000 reflects other sources budget for property sale projected to occur in 2021-22. The property sale was completed in fiscal year 2020-21. The remaining projections are based upon historical trends and other known information as of the date of this report, and will continue to be updated as we obtain more information related to grant awards through the year.

Operating Expenditures. For 2021-22, total operating expenditures are \$15,473,814 through September 30, and represents 15.0% of the current budget of \$103,009,806. Total forecasted 2021-22 operating expenditures are projected to be \$98,582,136, which is a positive variance of \$4,427,670. These projections include actual expenditures through September 30 plus encumbrances.

FY 2021-2022 NWRESD FINANCIAL SUMMARY

For the Period Ending September 30, 2021

GENERAL FUNDS (100-199)	2019-20 Audited Actuals	2020-21 Unaudited Actuals	Adopted Budget	2021-22 YTD Actuals through Current Month	Add: Rev Projections/Exp Encumbrances	Forecasted through 6/30/2022	Variance Fav / (Unfav)
RESOURCES							
Operating Revenues							
State School Fund Formula:							
Property Taxes/Timber	\$ 12,997,873	\$ 13,625,341	\$ 13,450,000	\$ 81,311	\$ 13,368,689	\$ 13,450,000	\$ -
SSF	36,249,998	37,730,704	37,589,661	15,666,190	21,923,471	37,589,661	-
Other Local Sources	3,154,763	3,014,149	3,151,500	161,847	2,989,653	3,151,500	-
Intermediate Sources	5,160	26,203	-	4,366	-	4,366	4,366
Other State Sources	-	248,000	-	-	-	-	-
Other Sources	236,176	282,947	595,000	-	595,000	595,000	-
Total Operating Revenues	\$ 52,643,970	\$ 54,927,344	\$ 54,786,161	\$ 15,913,714	\$ 38,876,813	\$ 54,790,527	\$ 4,366
Beginning Fund Balance	3,928,173	4,535,509	4,287,000	5,537,875	-	5,537,875	1,250,875
TOTAL RESOURCES	\$ 56,572,143	\$ 59,462,853	\$ 59,073,161	\$ 21,451,589	\$ 38,876,813	\$ 60,328,402	\$ 1,255,241
REQUIREMENTS							
Operating Expenditures							
Support Services	\$ 7,849,318	\$ 6,852,566	\$ 8,140,211	\$ 2,139,220	\$ 5,522,157	\$ 7,661,377	\$ 478,834
Other Uses	44,187,316	47,072,412	47,312,950	-	47,312,950	47,312,950	-
Total Operating Expenditures	\$ 52,036,634	\$ 53,924,978	\$ 55,453,161	\$ 2,139,220	\$ 52,835,107	\$ 54,974,327	\$ 478,834
Contingencies	-	-	620,000	-	-	-	620,000
Unappropriated Ending Fund Balance	-	-	3,000,000	-	-	-	3,000,000
TOTAL REQUIREMENTS	52,036,634	53,924,978	\$ 59,073,161	\$ 2,139,220	\$ 52,835,107	\$ 54,974,327	\$ 4,098,834
Ending Fund Balance	\$ 4,535,509	\$ 5,537,875				\$ 5,354,075	
Ending Fund Balance % of revenue	8.02%	9.31%				8.87%	

FY 2021-2022 NWRESD FINANCIAL SUMMARY

For the Period Ending September 30, 2021

ALL OTHER FUNDS (200-599)	2019-20 Audited Actuals	2020-21 Unaudited Actuals	Adopted Budget	2021-22 YTD Actuals through Current Month	Add: Rev Projections/Exp Encumbrances	Forecasted through 6/30/2022	Variance Fav / (Unfav)
RESOURCES							
Operating Revenues							
Local Sources	\$ 32,517,478	\$ 40,228,959	\$ 36,955,646	\$ 5,094,522	\$ 32,000,000	\$ 37,094,522	\$ 138,876
Intermediate Sources	-	22,000	-	-	-	-	-
State Sources	27,691,760	32,571,680	38,291,593	113,119	38,000,000	38,113,119	(178,474)
Federal Sources	7,372,071	8,834,547	15,053,433	222,873	14,500,000	14,722,873	(330,560)
Other Sources	4,480,175	8,128,855	8,164,908	26,000	7,000,000	7,026,000	(1,138,908)
Total Operating Revenues	\$ 72,061,484	\$ 89,786,041	\$ 98,465,580	\$ 5,456,514	\$ 91,500,000	\$ 96,956,514	\$ (1,509,066)
Beginning Fund Balance	5,212,437	3,476,032	5,779,226	13,246,447	-	13,246,447	7,467,221
TOTAL RESOURCES	\$ 77,273,921	\$ 93,262,073	\$ 104,244,806	\$ 18,702,961	\$ 91,500,000	\$ 110,202,961	\$ 5,958,155
REQUIREMENTS							
Operating Expenditures							
Instruction	\$ 40,806,278	\$ 42,172,209	\$ 53,786,875	\$ 7,633,137	\$ 44,523,593	\$ 52,156,730	\$ 1,630,145
Support Services	26,352,087	29,838,080	39,501,353	6,577,497	30,707,555	37,285,052	2,216,301
Enterprise and Community Services	2,119,105	1,563,512	2,032,290	261,024	1,605,157	1,866,181	166,109
Facilities Acquisition and Construction	25,276	42,224	200,000	-	191,282	191,282	8,718
Other Uses	4,495,143	6,399,601	7,489,289	1,002,156	6,080,735	7,082,891	406,398
Total Operating Expenditures	\$ 73,797,889	\$ 80,015,626	\$ 103,009,806	\$ 15,473,814	\$ 83,108,322	\$ 98,582,136	\$ 4,427,670
Contingencies	-	-	240,000	-	-	-	240,000
Unappropriated Ending Fund Balance	-	-	995,000	-	-	-	995,000
TOTAL REQUIREMENTS	73,797,889	80,015,626	\$ 104,244,806	\$ 15,473,814	\$ 83,108,322	\$ 98,582,136	\$ 5,662,670
Ending Fund Balance	\$ 3,476,032	\$ 13,246,447				\$ 11,620,825	



Northwest Regional Education Service District

DATE: September 30, 2021

TO: NWRESD Board of Directors

FROM: Lori Baker, CFO

RE: Quarterly Statement of Assurance

1. All cash, investment and credit card accounts have been balanced, reconciled and reviewed and all cash and investment accounts are reconciled to the general ledger by the business office as of: **September 30, 2021.**
2. The adopted budget reflects expected expenditures.
3. All payroll reports have been filed and payroll liabilities have been paid timely.
4. All federal and state reimbursement requests as well as required financial reporting forms have been filed timely.
5. All credit card expenditures, travel and other reimbursements have been reviewed and approved at the proper level.
6. There have been no significant changes to the internal control system, to the accounting system or accounting policies.
7. Currently the business office is adequately staffed to allow for proper segregation of duties, and I am not aware of any new pronouncements or other financial changes that may require additional staff time to properly implement.
8. All financial statements that have been provided to the board are accurate and complete to the best of my knowledge and I am aware of no other financial matters that the board should be aware of at this time.
9. I know of no cases of fraud or other misconduct within the district and I have not been asked by the superintendent to do anything that makes me feel uncomfortable or to present any information I believe is inaccurate.

Respectfully submitted,

Lori Baker, CFO



Northwest Regional Education Service District

November 2, 2021

TO: Board of Directors

FR: Lauren Slyh O'Driscoll, Board Secretary

RE: Appointment of Budget Committee Members

EXPLANATION:

Attached please find three applications for budget committee membership:

- Jaimie Rhodes (Zone 3: Neah-Kah-Nie, Nestucca Valley, Tillamook)
- Jill Zurschmeide (Zone 1: Beaverton, Hillsboro, TTSD)
- Sheila Roley (Zone 6: Astoria, Knappa, Seaside, Warrenton-Hammond)

PRESENTER(S): Dan Goldman, Superintendent

SUPPLEMENTARY MATERIALS:

[Budget Committee Application Folder Link](#)

RECOMMENDATION: N/A

PROPOSED MOTION: "I move to appoint the following individuals to the NWRESD Budget Committee: _____; terms ending as of June 30, 2025 "

Budget Committee Membership Application

Please contact Lauren Slyh O'Driscoll at lslyh@nwresd.k12.or.us for any questions. Thank you!

Email *

sroley@gmail.com

Date *

MM DD YYYY

10 / 11 / 2021

Full Name *

Sheila Eagan Roley

Occupation *

Retired School/District Administrator

Home Address: *

436 Jerome Ave

City, State, Zip Code: *

Astoria, OR 97103

Phone Number: *

5034402032

School District in which you reside: *

Astoria

Number of years residing within the district: *

17

Please tell us a little about your experience with school or business committees: *

I was a principal in the Seaside School District for eighteen years, and the superintendent for four years. I attended all budget committee meetings during that time. I also shared responsibility for formation and oversight of both building and district budgets.

I am willing to serve a three year term on the NWRES D Budget Committee: *

Yes

No

This form was created inside of NW Regional Education Service District.

Google Forms

Budget Committee Membership Application

Please contact Lauren Slyh O'Driscoll at lslyh@nwresd.k12.or.us for any questions. Thank you!

Email *

boardmember.zurschmeide@ttsd.k12.or.us

Date *

MM DD YYYY

10 / 13 / 2021

Full Name *

Jill Zurschmeide

Occupation *

Board Member

Home Address: *

8854 SW Stono Dr.

City, State, Zip Code: *

Tualatin, OR 97062

Phone Number: *

5036160742

School District in which you reside: *

Tigard-Tualatin

Number of years residing within the district: *

28

Please tell us a little about your experience with school or business committees: *

I started volunteering in TTSD schools in 2000 and quickly became involved with PSOs and site councils, including several years as PSO president. I was a TTSD Budget Committee member for 2 or 3 years before becoming a TTSD School Board member in 2007, so I have about 17 years of experience working with school budgets. On my board, I've served as board chair and vice chair multiple times, and I've sat on numerous committees including Financial Oversight, Policy, and Bond Oversight. I've also served on several statewide committees, including the OSBA Legislative Policy Committee and the Governor's state report card committee.

I am willing to serve a three year term on the NWRESD Budget Committee: *

Yes

No

Budget Committee Membership Application

Please contact Lauren Slyh O'Driscoll at lslyh@nwresd.k12.or.us for any questions. Thank you!

Email *

jrhodes@tillamookelc.org

Date *

MM DD YYYY

10 / 04 / 2021

Full Name *

Jaimie Rhodes

Occupation *

Executive Director, Tillamook Early Learning Center

Home Address: *

710 Manor Place

City, State, Zip Code: *

Tillamook, OR 97141

Phone Number: *

9077387557

School District in which you reside: *

TSD9

Number of years residing within the district: *

3

Please tell us a little about your experience with school or business committees: *

I am the ED of a non-profit Board of Directors that runs Tillamook Early Learning Center. Previously, I was ED of the same type of business for 2 years in Sitka, AK. I have 25 years in Healthcare IT managed services ranging from Human Resources and Recruiting, to Desktop support of Healthcare Information Systems, to hands on Implementation of medication dispensing systems in hospital pharmacies including Providence, Legacy Health Systems and Randall Children's hospital.

I am willing to serve a three year term on the NWRESD Budget Committee: *

Yes

No



Northwest Regional Education Service District

November 9, 2021

TO: Board of Directors

FR: Lori Baker, CFO

RE: Updates to Board Designations, Authorizations, and Appointment for 2021-22

EXPLANATION: In August, the Board approved designations, authorizations and appointments to allow for district administrative activities to occur. With the addition of a new CFO, certain updates to those designations are necessary. The attached list includes the proposed updates to the designations, authorizations and appointments for the 2021-22 fiscal year.

PRESENTER(S): Lori Baker, CFO

SUPPLEMENTARY MATERIALS: Updates to Designations, Authorizations, and Appointment for 2021-22

RECOMMENDATION: The administration recommends approval of updates to Board Designations, Authorizations, and Appointment for 2021-22

PROPOSED MOTION: I move to accept the proposed updates to designations, authorizations and appointments for 2021-22 as presented.



Updated Designations, Authorizations, and Appointment for 2021-22

1. Deputy Clerk

Lori Baker, Chief Financial Officer, shall be the Deputy Clerk.

2. Authority to Invest Funds (ORS 294.810, 294.815)

Authority to invest funds is given to Superintendent Dan Goldman and his designees, Sarah Pope, Deputy Superintendent, and Lori Baker, Chief Financial Officer, in accordance with District policy.

3. Custodians of Funds (ORS 328.441, 328.445)

Superintendent Dan Goldman, Deputy Superintendent Sarah Pope and Chief Financial Officer Lori Baker are authorized to sign checks. Authorized facsimiles are approved for the Superintendent, Deputy Superintendent and Chief Financial Officer.

4. Depository of Funds (ORS 328.441, 294.805 to 294.895)

US Bank, Oregon State Investment Pool, and other investments authorized by board policy shall serve as the Depository of Funds.

5. Insurance Agent of Record

In 2012, Wilson Heirgood Associates (WHA) was selected and they shall continue to serve as the agency's Insurance Agent of Record through the 2021 calendar year.

6. Authority to Borrow Funds

The Board authorizes Superintendent Dan Goldman and Chief Financial Officer Lori Baker to borrow at one time an amount not to exceed one month's payroll. Authority to borrow beyond this amount must be approved by the Board of Directors.

7. Fidelity Bonds (ORS 332.525)

1. Superintendent Dan Goldman, Deputy Superintendent Sarah Pope, and Chief Financial Officer, Lori Baker: \$150,000
2. Blanket Bond - All Employees: \$50,000



Northwest Regional Education Service District

November 9, 2021

TO: Board of Directors

FR: Lori Baker, CFO

RE: Approval of 2022-2023 Budget Development

EXPLANATION: While a budget calendar is not required by law, it is highly recommended to establish a public schedule for budget preparation, to ensure sufficient time to complete the entire budget process before June 30, as is required by ORS 294.409 (renumbered from ORS 294.396).

PRESENTER(S): Lori Baker, CFO

SUPPLEMENTARY MATERIALS: 2022-2023 Proposed Budget Development Calendar

RECOMMENDATION: The administration recommends adoption of the 2022-23 Budget Development Calendar as presented

PROPOSED MOTION: I move to accept the 2022-2023 Budget Development Calendar as presented.

Northwest Regional ESD

2022-2023 Budget Development Calendar

Tuesday, January 11, 2022	REGULAR BOARD MEETING Approve Budget Calendar
Tuesday, April 19, 2022	Publish first notice of Budget Committee Meeting (ORS.294.426) Will also post on district website, in lieu of second published notice.
Tuesday, May 17, 2022	First Meeting of Budget Committee Receive Budget Message(ORS 294.426)
Friday, May 27, 2022	Publish Notice of Budget Hearing (ORS 294.448)
Tuesday, June 14, 2022	Budget Hearing & Adoption Public Meeting on 2022-23 Budget (ORS 294.453). REGULAR BOARD MEETING Enact Resolutions adopting 2022-23 Budget, making the appropriations, declaring the permanent tax rate to be imposed and categorizing taxes (ORS 294.456).
Monday, July 11, 2022	<ul style="list-style-type: none">● Certify Taxes – Submit Form ED-50 to County Assessors for FY 2022-23 (ORS 294.458).● Submit budget document to ODE and County Clerk
Thursday, August 11, 2022	Upload “electronic” budget to ODE.

November 1, 2021

TO: NWRESD Board of Directors

FR: Rick Wahlstrom, Director of Operations & Lori Baker, Chief Financial Officer

RE: Request for Authority to Purchase Replacement HVAC Units at WSC

EXPLANATION:

On April 21, 2020, the Board of Directors approved Cardno to be the NWRESD engineer of record for the purpose of providing facility condition assessments. Following authorization, Cardno was contracted to conduct a Facility Condition Assessment and Prioritized Project Plan for the Washington Service Center, Hillsboro Early Childhood Center and Columbia Service Center.

The report recommended heating, ventilation and air-conditioning (HVAC) replacements at all three sites. On April 13, 2021, the Board of Directors approved budget authority for the replacement of 19 HVAC rooftop units at the Washington Service Center, installed during the original building construction. This project was completed in August 2021.

The American Society of Heating, Refrigerating and Air-Conditioning Engineers places the expected life expectancy of HVAC rooftop units at 20 years. All of the units needing replacement are at or in excess of 20 years. The WSC has 14 units that were installed as part of the 2000-2002 building remodel. One of the two rooftop units at the Hillsboro Early Learning Center was installed in 2000 (the other installed in 2012 when NWRESD purchased and updated the building). The Columbia Service Center has 4 heat pumps, one unit was replaced in 2016 and does not need replacing, the remaining 3 units are over 25 years old.

Staff recommends the immediate replacement of the HVAC units listed above. The total project cost exceeds the \$150,000 purchasing limit as detailed in Board Policy DJ.

Staff identified an existing governmental contract through Intermountain Education Service District with WTI Tremco for roofing, building envelope and HVAC services and purchasing which NWRESD can purchase through. WTI Tremco and staff conducted a walk through to develop the attached projected cost and scope of work. Staff submitted a Capital Project request to ODE for funding with ESSER II grant dollars, and the request was approved by ODE in October 2021.

PRESENTER(S): Rick Wahlstrom, Director of Operations & Lori Baker, Chief Financial Officer

SUPPLEMENTARY MATERIALS: [Cardno - Washington Service Center Facility Condition Assessment](#), [Cardno - Hillsboro Early Childhood Center Facility Condition Assessment](#), [Cardno - Columbia Service Center](#), [Tremco/McKinstry Cost Projection and Scope of Work](#)

RECOMMENDATION: Staff recommends the NWRESB Board of Directors approve the expenditure of up to \$1,099,084 for the purpose of replacing HVAC units with associated repairs and upgrades related to the HVAC replacements through WTI Tremco as defined by ORS 279A.205 and 279A.201, cooperative procurement authorization.

PROPOSED MOTION: "I move to approve the expenditure of up to \$1,099,084 for the purpose of replacing HVAC units as presented, utilizing vendor WTI Tremco as defined by ORS 279A.205 and 279A.201."

Tremco/McKinstry Cost Projection and Scope of Work

Scope of Work - Washington Service Center Rooftop HVAC - Phase II

- McKinstry to replace 13 existing RTUs with units that provide the same air flow, cooling and heating capacities. This includes RTUs 21-33. Includes Johnson Controls Pro packaged units.
- Includes curb adaptors on all new units.
- McKinstry to provide new gas regulators at replaced units and new gas connections.
- McKinstry to include new fused disconnects where needed on new roof top units.
- McKinstry to include 8 convenience outlets spaced not more than 25' apart from equipment.
- All units 6 tons and larger will have powered exhaust.
- McKinstry to provide structural engineering for seismic connections of units and curbs. If engineering shows structural upgrades are needed to the supporting structure, these upgrades will be priced as extra.
- There should be existing smoke detectors in the supply and return duct from each unit with 2000 CFM of air or more. McKinstry will leave these detectors in place and wire the relay back to the new unit for shutdown.
- Units will come with demand control ventilation, and MERV13 air filters.
- McKinstry will tie new units into the building standard Trane controls system. New thermostats located in current locations to be included.
- McKinstry will perform a final air balance of total unit air flow at new units only. Air flows will be based on CFMs from the 2000 design.
- Trade Permits
- 1-year parts and labor warranty

Total Cost (with 10% contingency):

\$786,289

Scope of Work - Washington Service Center Data Center

- McKinstry to provide new 5-ton LG split system with 2 indoor fan coils.
- Outdoor unit to sit on existing roof sleepers.
- McKinstry to install new refrigerant piping between units. New refrigerant lines are insulated and will include PVC jacketing on exterior lines.
- McKinstry will re-use existing piping doghouse and will not have any new roof penetrations.
- New equipment will not have humidification.
- McKinstry to install 1 touchscreen thermostat.
- McKinstry to install needed electrical to new equipment and between units.
- McKinstry to remove existing Liebert and roof top condenser after the new split system is installed and started up.

- Work includes structural engineering.
- Trade Permits
- 1-year parts and labor warranty

Total Cost (with 10% contingency):

\$79,472

Scope of Work - Columbia Service Center Heat Pump Replacement

- McKinstry to remove 3 existing rooftop heat pumps.
- McKinstry will provide 3 new packaged heat pump rooftop units with supplemental electric heat.
- Consists of two 2-ton units with 5kw of electric heat and one 3-ton unit with 5kw of electric heat.
- Two new convenience outlets to be included.
- Units will come with economizing and MERV13 filters.
- McKinstry will modify existing supply and return branch ducts to connect back to existing return air duct drops in the building.
- McKinstry to include needed crane pick.
- McKinstry will update electrical connections, including larger circuit breakers for new equipment. Estimate assumes the existing panel can handle the additional electrical load.
- McKinstry will re-use existing thermostats.
- Units are BACNet card capable for future controls integration; units do not come with BACNet cards.
- McKinstry to provide structural engineering review for new equipment.
- Work includes pre-demolition and post install air balancing.
- Trade Permits
- 1-year parts and labor warranty

Total Cost (with 10% contingency):

\$158,736

Scope of Work - Hillsboro Early Learning Center HVAC Replacement

- McKinstry to remove 1 existing rooftop unit.
- McKinstry to provide new 8.5 ton packaged rooftop unit with gas heat, full economizer, and powered exhaust, demand control ventilation, and MERV13 air filters
- McKinstry will re-use the existing thermostat.
- McKinstry will provide electrical connections, reusing existing breakers and wire.
- McKinstry to include pre-demolition air survey of existing system off current unit.
- McKinstry will balance the new unit to the same air flows from the pre-demolition survey.
- Work to include needed crane pick.
- McKinstry to provide structural engineering review for new equipment.

- McKinstry to provide Trane Pivot Smart Thermostat with setup and training. Ensemble enterprise system not included.
- Trade Permits
- 1-year parts and labor warranty

Total Cost (with 10% contingency): **\$74,587**

Total Cost of Projects: **\$1,099,084**



Northwest Regional
Education Service District

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