



Northwest Regional
Education Service District

BOARD PACKET

MATERIALES DE LA MESA DIRECTIVA

REGULAR MEETING

EXECUTIVE SESSION TO FOLLOW

MARCH 8, 2022

8 DE MARZO DE 2022

6:00 - 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

March 8, 2022

Regular Meeting and Executive Session

[Virtual Meeting Registration Link](#)

6:00 PM	<p><u>1. CALL TO ORDER</u> <i>Board: Karen Cunningham, Doug Dougherty, Tony Erickson, Lisa Poehlitz, Chris Riley, Ernest Stephens, Ross Tomlin, Diane Wilkinson, Maureen Wolf</i></p>	Chair Erickson
6:01 PM	<p><u>2. PLEDGE/LAND ACKNOWLEDGEMENT</u></p>	Chair Erickson
6:04 PM	<p><u>3. REVIEW/REVISE AGENDA</u></p>	Chair Erickson
6:05 PM	<p><u>4. SUPERINTENDENT REPORT</u> A. <u>March 2022 Superintendent-Board Report</u></p>	Dan Goldman
6:25 PM	<p><u>5. 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 <u>Public Comment Card</u> 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
6:30 PM	<p><u>6. RECOGNITION AND GOOD NEWS</u> A. <u>Classified Staff Appreciation</u></p>	Kelsey Cardwell Debbie Simons
6:40PM	<p><u>7. CONSENT AGENDA</u> A. <u>Approve February Meeting Minutes</u><u>Approve February Meeting Minutes</u> B. <u>Approve Amended 2022-2023 Budget Development Calendar</u> C. <u>Approve March Personnel Report</u> D. <u>Contract Approval: Licensed</u> E. <u>Contract Approval: Admin</u> F. <u>Approve Policy Updates presented February 2022</u></p>	Lauren O'Driscoll Lori Baker Debbie Simons Debbie Simons Debbie Simons Debbie Simons
6:43 PM	<p><u>8. REPORTS & DISCUSSION</u> A. <u>Senate Bill 732</u> B. <u>Policy Updates - First Reading</u> C. <u>Administrative Reports</u></p>	S. Liwaru Debbie Simons Dan Goldman

6:55 PM

9. ACTION ITEMS

- A. [Approve 2022-2023 Board Calendar](#)
- B. [Approve January 2022 Financial Report](#)

Dan Goldman
Lori Baker

7:00 PM

10. BOARD MEMBER COMMENTS

Chair Erickson

7:05 PM

11. ADJOURN

Chair Erickson

The Executive Session will begin after a short recess.

NWRES D Board of Directors
March 8, 2022 Executive Session:

[ORS 192.660\(2\)\(h\)](#) and [ORS 192.660\(2\)\(d\)](#) and [ORS 192.660\(2\)\(a\)](#)

1. CALL TO ORDER

Chair Erickson

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

Staff: Dan Goldman, Debbie Simons, Lori Baker, Sarah Pope, Lauren Slyh O’Driscoll

2. 192.660(2)(h): *To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

-AND-

192.660(2)(d): *To conduct deliberations with persons designated by the governing body to carry on labor negotiations.*

-AND-

192.660(2)(a): *To consider the employment of a public officer, staff member, or individual agent.*

3. ADJOURN



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.

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

RECONOCIMIENTO DE TIERRAS INDÍGENAS



"QUEREMOS RECONOCER QUE NOS REUNIMOS COMO EL DISTRITO DE SERVICIOS EDUCATIVOS PARA LA REGIÓN DEL NOROESTE EN LAS TIERRAS TRADICIONALES PASADAS Y PRESENTES DE LOS PUEBLOS **CHINOOK, CLATSKANIE, CLATSOP-NEHALEM, KALAPUYA, SILETZ Y TILLAMOOK**, Y HONRAMOS CON GRATITUD LA TIERRA MISMA Y A LAS PERSONAS QUE LA HAN PROCURADO A LO LARGO DE LAS GENERACIONES."

-Adaptado de 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

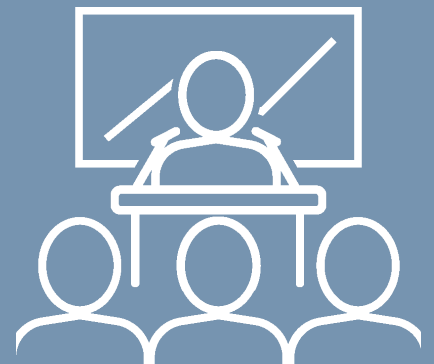




Northwest Regional
Education Service District

SUPERINTENDENT REPORT

Informe del Superintendente





Northwest Regional Education Service District

March 9, 2021

TO: Board of Directors

FR: Dan Goldman, Superintendent

RE: March Superintendent Report

EXPLANATION: Please find attached the Superintendent Report.

PRESENTER(S): Dan Goldman, Superintendent

SUPPLEMENTARY MATERIALS: March Superintendent Report

RECOMMENDATION: N/A

PROPOSED MOTION: N/A



Northwest Regional Education Service District

Superintendent's Office

March 2022 Board Report

Classified Appreciation Week

Next week we will focus on celebrating our fabulous classified staff members! Lauren Slyh O'Driscoll, Communications, Debbie Simons and others on the HR team have planned literal red carpet treatment and other fun activities at all our sites aimed at recognizing our amazing staff. Tonight, we will also recognize a number of classified employees during the board meeting. I know I speak for our licensed and administrative staff when I express how extremely fortunate we are to work alongside such a dedicated group of educators!

COVID Update

It's been a busy month reacting to shifting national and state guidance as COVID-19 cases decline across Oregon. And, we are seeing the impact of declining case rates right here at NWRESD. In February we had 20 known positive cases among staff, two known positive cases among students, and two classrooms that had to quarantine at the Seaside preschool and HECC. This is down significantly from January.

At the end of February, the CDC announced a new way of tracking COVID hot spots. Instead of looking at case counts, the department is now also using hospitalization rates. Based on the new definitions, Oregon is now mostly in the medium and high risk categories, but will likely enter low and medium in one to two weeks. Only Columbia County is currently in the high risk category. At each risk level there are now new masking recommendations, with universal masking only recommended (but not required) when a county is in the high category. In addition, the CDC recommended narrowing the focus of local public health authorities when it comes to contact tracing and quarantining.

Within days of the CDC's changing recommendations, the Oregon Health Authority updated their mask timeline for the third time. As of now, the state requirement for indoor masking generally, including in K-12 schools, will end at midnight on March 11th. At that time the decision to require face coverings will need to be made locally.

To include a broad range of voices in our decision-making process, a bilingual survey of our staff, students and family members was conducted last week. We received over 1,124 at the time this report was written. In it, people were asked to rate their comfort level from 0 (not comfortable) to 100 (Completely Comfortable) with making masks optional in our school and workplace settings starting March 12. A rating of 50 is “somewhat comfortable removing some requirements; eg., those not at high risk for severe COVID-19 may remove their masks.”

Results

- Overall -- 1,124 responses with an average rating of 55.
- Parents/Caretakers (English) -- 674 responses with an average rating of 60
- Teachers (English) -- 419 responses with an average rating of 46
- Students (English) -- 3 responses with an average rating of 50
- Parents/Caretakers (Spanish) -- 19 responses with an average rating of 41
- Employees (Spanish) -- 2 responses with an average rating of 76
- People associated with EI/ECSE (English) -- 758 responses with an average rating of 56
- People associated with SEL schools (English) -- 128 responses with an average rating of 52.

In general, the survey points to a willingness to reduce required mask wearing, but also to maintain higher restrictions in specific program areas (such as early learning settings where children are yet to have access to vaccines and when serving students who are medically fragile in educational settings).

NWRESD has already adjusted the following COVID procedures:

- Outdoor masking is now optional, not required
- Some home visits were restarted
- Service centers will remain unlocked during business hours and in-region districts can reserve conference rooms

In preparation for additional changes after March 12, the ESD will be working with our cross-agency reopening schools team and labor partners and will likely move to a more nuanced approach to masking requirements. We expect all our component school districts to generally move towards optional masking in the coming weeks - some more quickly than others, of course.

Washington County Preschool for All

The Washington County Preschool for All Taskforce that NWRESD convened just had their last meeting (after 10 months) to develop a set of policy recommendations around

universal preschool in Washington County. The final report will be available in mid-March and we will make sure you get a copy and make briefings available to you.

Now starts phase two of the work which includes:

- Determining the most viable and sustainable funding source for the program.
- Directing strategy for voter research and polling.
- Ensuring that proposed ballot language aligns with the Task Force recommendations and needs and desires of families and preschool providers.
- Developing ballot language for a potential ballot measure.
- Working with Washington County elected leaders.

NWRESD will continue to convene phase two of the work. If the work moves to a campaign, then a PAC or c4 will convene the final phase.

Legislative Session

The legislative session is steaming towards closure as the session must adjourn by the end of day March 7. Most bills of concern seem to have died or significantly improved. Even with the strong state revenue outlook, there will be no significant investments in the core education budget: the State School Fund. However, three significant education spending bills contain targeted funds:

- \$150 million for summer learning in three areas:
 - Summer community activity grants, to fund programs run by community partners, including day camps, park programs or tutoring. This particular program includes \$50m of competitive grants that will be *allocated through Oregon's ESD's*. We are currently working with ODE on the particulars.
 - Summer K-8 enrichment grants to school districts to fund activities, learning and mental health support for students.
 - Summer high school academic grants to school districts to fund programs for grade 9-12 students to support on-time high school graduation.
- \$100 million for education workforce retention and recruitment.
- \$25 million for wildfire-affected school districts.

I am still hopeful that our efforts to add ESD's to the state's TAP grant eligibility is fruitful. Currently, TAP provides four types of grants only to school districts to cover or offset the costs of conducting:

- 1) Facilities Condition Assessments;
- 2) Long-Range Facility Planning;
- 3) Seismic Assessments, and;
- 4) Environmental Hazard Assessments.

It is also likely that NWRES D will be successful in adding early learning centers (run by ESDs or School Districts) to the drug free zone law.

LSP Update

Our last two school district boards (Beaverton and Forest Grove) voted in favor of the 2022-23 LSP on February 28. Thank you again to Karen, Doug, and Lisa for presenting with me at multiple board meetings throughout the month. The meetings we attended were extremely positive! For the 2022-23 LSP, with the exception of Warrenton-Hammond, all the boards have voted to approve (95% support).

Jewell School District

I have continued to spend a lot of time assisting the Board in Jewell as they have placed their superintendent on administrative leave pending an investigation. I attended their board meeting on March 1 along with their legal counsel and will assist the Board in recruiting and hiring an Acting Superintendent. Our HR team is also assisting the district to meet the licensed contract renewal requirements by March 15, while our finance team continues to assist their business operations, including budget development.

Banks School District

The Board should be aware that Superintendent Jeff Leo has resigned as of the end of this school year. I have been assisting their Board chair in selecting a search firm to work with the Board in the recruitment process. After over 10 years serving in superintendent roles, Mr. Leo has chosen to return to teaching high school math and coaching. We wish Jeff well in this new endeavor.

Zone 3 Board Opening

The Hillsboro School Board is aiming to appoint a new NWRES D board member in April to fulfill Director Poehlitz's last year of her term. I have met with HSD leadership a number of times and they are confident that they will appoint a highly qualified candidate. The application is posted on our webpage [here](#) along with the requirements of the position.

OSBA Listening Sessions

As a reminder, OSBA begins their annual listening sessions next week, with our region's session scheduled for March 7. Typically, we host these sessions at the ESD, but this year, the meeting is virtual. Please consider attending, [register here](#).

OAES D Conference

Next week, I'm looking forward to spending time with a number of our NWRES D teammates at the OAES D Annual Conference in Sunriver. Thank you, Doug, for representing the board.



Northwest Regional
Education Service District

RECOGNITION & GOOD NEWS

Reconocimientos y Buenas Nuevas





Northwest Regional Education Service District

5825 NE Ray Circle Hillsboro,
OR 97124-6436

February 16, 2022

To NWRESD Oregon School Employees Association:

It is my pleasure to inform you that the Northwest Regional ESD Board of Directors would like to recognize you at their upcoming regular meeting. Our board of directors has proclaimed March 7 to 11 to be Classified Employee Appreciation Week, stating:

"Classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students" and "our community depends upon and trusts classified employees to serve students." ([Read the full proclamation](#))

In addition to festivities we have planned throughout the week, we would like to respectfully request the attendance of OSEA representatives at our next board meeting at 6:00 p.m. on Tuesday, March 8, [scheduled to take place virtually](#). We look forward to having the opportunity to celebrate you and your colleagues. 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

CLATSOP COUNTY
503-325-2862
Fax: 503-325-1297
3194 Marine Drive
Astoria, OR 97103

COLUMBIA COUNTY
503-366-4100
Fax: 503-397-0796
800 Port Avenue
St. Helens, OR 97051

TILLAMOOK COUNTY
503-842-8423
Fax: 503-842-6272
2515 3rd Street
Tillamook, OR 97141

WASHINGTON COUNTY
503-614-1428
Fax: 503-614-1440
5825 NE Ray Circle
Hillsboro, OR 97124-6436



Northwest Regional Education Service District

RESOLUTION NO. 21-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT IN CLATSOP, COLUMBIA, TILLAMOOK, AND WASHINGTON COUNTIES, OREGON PROCLAIMING MARCH 7-11, 2022 CLASSIFIED EMPLOYEE APPRECIATION WEEK

WHEREAS, the education of youth is essential to the future of our community, state, country and world; and

WHEREAS, classified employees are the backbone of our public education system; and

WHEREAS, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

WHEREAS, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

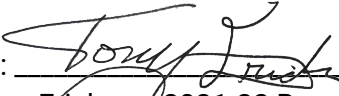
WHEREAS, our community depends upon and trusts classified employees to serve students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

NOW, THEREFORE, BE IT RESOLVED that the NWRESD Board of Directors proclaims March 7-11, 2022, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

BE IT FURTHER RESOLVED that the NWRESD Board of Directors strongly encourages all members of our community and partners to join in this observance, recognizing the dedication and hard work of these individuals.

This Resolution is effective immediately upon adoption this 8th day of February, 2022.

By: 
Tony Erickson, 2021-22 Board Chair

ATTEST:

By: 
Dan Goldman, Superintendent



Northwest Regional
Education Service District

CONSENT AGENDA

Aprobación de la Agenda





Northwest Regional Education Service District

March 9, 2021

TO: Board of Directors

FR: Lauren Slyh O'Driscoll, Board Secretary

RE: February 2021 Meeting Minutes

EXPLANATION: Please find the attached January 2021 Regular Meeting Minutes.

PRESENTER(S): Consent Agenda

SUPPLEMENTARY MATERIALS: February 2021 Regular 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**

February 8, 2022
Regular Meeting and Executive Session

1. CALL TO ORDER

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

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

2. PLEDGE/LAND ACKNOWLEDGEMENT

Director Wolf provided the pledge and Land Acknowledgement.

3. REVIEW/REVISE AGENDA

N/A

4. SUPERINTENDENT REPORT

A. [February 2022 Superintendent-Board Report](#)
Superintendent Goldman provided an update to the board.

5. PUBLIC COMMENT

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.

6. RECOGNITION AND GOOD NEWS

A. [Sunset Empire Park and Recreation](#)
Communications Director Kelsey Cardwell introduced Clatsop County Administrator Lynne Griffin and recognition guest, Melissa Ousley. They provided an overview of the partnerships emerging as the Clatsop Service Center has relocated to this location.

7. CONSENT AGENDA

- A. [January Meeting Minutes](#)
- B. [January Personnel Report](#)
- C. [Policy Updates - Second Reading](#)
- D. [Request for Licensed Evaluation Flexibility](#)
- E. [IIBGA - Electronic Communications System \(Internet Safety\)](#)
- F. [Budget Committee Re-Appointments](#)
- G. [OAESD Officer Council Election](#)

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

8. REPORTS & DISCUSSION

A. [2021-22 Action Plan Updates](#)

Superintendent Goldman, Executive Liaison O’Driscoll, and Director Brian Bain presented the board with 2021-22 Action Plan Updates. Director Wolf thanked the presenters and the administration for continued goal setting and strategic focus. Chair Erickson seconded the comments.

B. [Covid-19 Updates](#)

Deputy Superintendent Pope presented the board with COVID19 updates for February 2022. Superintendent Goldman thanked Deputy Pope for her continued leadership throughout the pandemic.

C. [Policy Updates - First Reading](#)

CHRO Simons presented the board with two(2) revised policies. These policies will be considered next month for adoption.

D. [Administrative Reports](#)

Chair Erickson thanked the administration for the reports.

9. ACTION ITEMS

A. [Resolution 21-002: Classified Appreciation Week](#)

Chair Erickson entertained a motion by Director Riley to approve Resolution 21-002: Classified Appreciation Week as presented. The motion was seconded by Director Wilkinson and approved unanimously.

B. [Approve 2020-2021 Annual Comprehensive Financial Report](#)

CFO Baker introduced Brad Thorud and Tracy Jones from Pauly Rogers and Company, who presented the 2020-21 Annual Comprehensive Financial Report. Superintendent Goldman and the board thanked CFO Baker, Andre Schellhaus, and the Fiscal team for all of their work.

Chair Erickson entertained a motion by Director Riley to approve the 2020-21 Annual Comprehensive Report as presented. The motion was seconded by Directors Cunningham and Wilkinson and approved unanimously.

C. [Approve December 2021 Financial Report](#)

CFO Baker presented the December 2021 Financial Report. Chair Erickson entertained a motion by Director Riley to approve the report as presented. The motion was seconded by Director Tomlin and approved unanimously.

D. [Approve Zone 3 Election Process](#)

Chair Erickson entertained a motion by Director Cunningham to approve the Zone 3 Election Process as presented. The motion was seconded by Director Riley and approved unanimously.

10. BOARD MEMBER COMMENTS

None

11. ADJOURN

The regular meeting was adjourned at 7:32 pm.



**NWRESD Board of Directors
*Executive Session***

January 11, 2022

[ORS 192.660\(2\)\(d\)](#) -AND- [ORS 192.660\(2\)\(e\)](#)

1. CALL TO ORDER

Chair Erickson called the executive session to order at 7:40 pm.

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

Staff: Dan Goldman, Debbie Simons, Lori Baker, Sarah Pope, Lauren Slyh O'Driscoll, Lori Baker, Rick Wahlstrom

2. 192.660(2)(d): To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

-and-

192.660(2)(e): To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

3. ADJOURN

The executive session was adjourned at 8:23 pm.



Northwest Regional Education Service District

March 8, 2022

TO: Board of Directors

FR: Lori Baker, CFO

RE: Approval of Amended 2022-2023 Budget Development Calendar

EXPLANATION: In November 2021, the board approved the 2022-2023 Budget Development Calendar, however we have identified a discrepancy in the May meeting dates. This version of the calendar shows the correct date highlighted in yellow.

PRESENTER(S): Lori Baker, CFO

SUPPLEMENTARY MATERIALS: Corrected: 2022-2023 Proposed Budget Development Calendar

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

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

Northwest Regional ESD

2022-2023 Budget Development Calendar

Tuesday, November 9, 2021

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 10, 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

- 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.



Northwest Regional Education Service District

February 24, 2022

To: Board of Directors

From: Debbie Simons – Chief Human Resources Officer

Re: Personnel Report

EXPLANATION: Please see attached personnel report prepared by
Lynsie Scharpf, Human Resources Support Specialist

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
January 29, 2022- February 24, 2022**

New Hires

Name	Position	Department	Building	New Hire/ Transfer	Tentative Start Date
Julia Gingerich	Instructional Assistant	Early Learning	Clatsop Service Center	New Hire	2/28/2022
Maria Navarro Ambriz	Receptionist	Administration	Washington Service Center	New Hire	3/3/2022
Lillie Mae Stone	School Psychologist (Temporary)	Early Learning	Washington Service Center	ReHire	2/21/2022
Sokha Kwan	Instructional Assistant	Early Learning	Beaverton Early Childhood Center	New Hire	3/3/2022
Dianayeli Macias	Instructional Assistant (Limited Term)	Early Learning	Tillamook Service Center	New Hire	3/7/2022
Emily Adams	Instructional Assistant Floater	Early Learning	Beaverton/Tualatin Early Childhood Centers	New Hire	2/28/2022
Matthew Hanna	School Psych Intern	Social Emotional Learning Schools	Cas/Pac Academy	Transfer	22/23 SY
Susan Winningham	Licensed Teacher (Limited Term)	Social Emotional Learning Schools	Levi Anderson	Transfer	2/7/2022
Mary Luthy	School Psychologist	Special Student Services	Scappoose School District	New Hire	3/7/2022
Monica Clark	Physical Therapist	Early Learning	Columbia Service Center	Transfer	22/23 SY

Outdoor School Spring Session Re-hires

Name	Position	Department	New Hire/ Transfer	Tentative Start Date
Rachel Adams	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Angelina Alesko	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	4/4/2022
Taylor Balfour	Volunteer Facilitator Assistant	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Emma Bee	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Rebecca Booroojian	Field Trip Site Lead	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/15/2022
Nora Cyganiak	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Peter O'Brien Dunn	Field Trip Site Lead	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/15/2022
Nicholas Gonzalez	Field Trip Site Lead	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/15/2022
Andrew Haka	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Hannah Howard	Field Trip Site Lead	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/15/2022
Natalie Huck	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Kendall Mack	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
John Perkins	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Joshua Reynolds	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Brooke Schlipf	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022
Rebecca Schroeder	Field Trip Site Lead	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/15/2022
Micheal Timmons	Field Trip Instructor	Instructional Services/Outdoor School	Returning Staff from past season(s)	2/22/2022

Outdoor School Spring Session – New Hires

Name	Position	Department	New Hire/ Transfer	Tentative Start Date
Avery Neville	Field Trip Instructor	Instructional Services/Outdoor School	New Hire	2/22/2022
Samuel Huffman	Volunteer Facilitator Assistant	Instructional Services/Outdoor School	New Hire	1/31/2022
Emily Sheperd	Volunteer Facilitator Assistant	Instructional Services/Outdoor School	New Hire	2/15/2022
Olivia Sweeney	Field Trip Instructor	Instructional Services/Outdoor School	New Hire	2/22/2022
Alisha Jordan	Field Trip Instructor	Instructional Services/Outdoor School	New Hire	2/22/2022
Preston Reason	Field Trip Instructor	Instructional Services/Outdoor School	New Hire	2/22/2022
Jennifer Furrow	Field Trip Site Lead	Instructional Services/Outdoor School	New Hire	2/22/2022
Bryson James	Field Trip Site Lead	Instructional Services/Outdoor School	New Hire	2/22/2022
Tova Broadbent	Field Trip Instructor	Instructional Services/Outdoor School	New Hire	2/28/2022
Emma Smith	Field Trip Site Lead	Instructional Services/Outdoor School	New Hire	5/1/2022
Kaitlyn Jenson	Field Trip Instructor	Instructional Services/Outdoor School	New Hire	2/28/2022

Resignations, Retirements & Separations

Name	Position	Department	Last Day of Employment	Details/Comments
Gayle Hernandez	Physical Therapist	Early Learning	June 30, 2022	Retire
Ashley Dupee	Instructional Assistant	Early Learning	February 11, 2022	Resignation
Cassidy Bibo	School Psychologist	Special Student Services	June 15, 2022	Resignation
Michelle McPherran	Instructional Assistant	Early Learning	February 18, 2022	Resignation
Mariah Cornett	Instructional Assistant	Social Emotional Learning Schools	March 10, 2022	Resignation
Janice Neve	Physical Therapist Assistant	Special Student Services	June 16, 2022	Retire
Kimberlee Miller	Transition Specialist	Clatsop Service Center	March 1, 2022	Resignation

Currently Advertised Vacancies

Open Position	Category	Department	Post Date	Comments
Licensed Practical Nurse –Hillsboro School District	Classified	Special Student Services/Nursing	11/2/2021	1.0 FTE -5 positions available
Bilingual Instructional Assistant – Clatsop Service Center	Classified	Early Learning	11/22/2021	Resignation - 0.85 FTE
Bilingual Instructional Assistant – Community Action Head Start – WA County	Classified	Early Learning	12/10/2021	New 0.85 FTE
Instructional Assistant – HECC	Classified	Early Learning	11/29/2021	New 0.85 FTE
Instructional Assistant –TECC	Classified	Early Learning	12/7/2021	New 0.85 FTE
Bilingual Instructional Assistant – Columbia Service Center	Classified	Early Learning	12/3/2021	New - 0.85 FTE
Instructional Assistant – Columbia Service Center	Classified	Early Learning	12/2/2021	Resignation - 0.85 FTE
Teacher of the Visually Impaired – Washington Service Center **repost from August 2021	Licensed	Special Student Services	1/3/2022	New -1.0 FTE **post to remain open while filled by contactor
Instructional Coach	Licensed	Early Learning	12/7/2021	New – 1.0 FTE *reopened on 2.15.22
Early Childhood Development Specialist – Clatsop Service Center	Classified	Early Learning	1/18/2022	1.0 FTE – Vacant position
School Psychologist -Intern 2022-2023 school year - Scappoose School District	Licensed	Special Student Services	12/20/2021	New – 1.0 FTE
Early Childhood Education Specialist - BECC	Licensed	Early Learning	1/10/2022	New – 1.0 FTE
Registered Nurse - Hillsboro School District - 2 positions	Licensed	Special Student Services	1/10/2022	New – 1.0 FTE
Early Childhood Professional Development Support Specialist - Clatsop Service Center	Classified	Early Learning	1/18/2022	1.0 FTE- previously vacant position
Instructional Assistant – BECC	Classified	Early Learning	2/3/2022	Resignation - 0.85 FTE
Preschool Promise Quality Coach - Tillamook Service Center	Classified	Early Learning	1/21/2022	New – 1.0 FTE
ASL Assistant – 1:1 Sherwood School District	Classified	Related Services	2/1/2022	New – 0.875 FTE
Instructional Assistant – TECC	Classified	Early Learning	2/1/2022	Resignation - 0.85 FTE
Speech Language Pathologist - AAC	Licensed	Early Learning	1/24/2022	New – 1.0 FTE

Physical Therapist – Tillamook County	Licensed	Special Student Services	2/8/2022	0.40 FTE – replaces contractor
Administrative Assistant Site Based – HECC	Classified	Early Learning	2/10/2022	1.0 FTE – New position
Administrative Assistant Site Based – BECC	Classified	Early Learning	2/10/2022	1.0 FTE – replaces staff who transferred
Speech Language Pathologist - AAC experience - Hillsboro School District	Licensed	Special Student Services	2/22/2022	Resignation - 0.80 FTE
Speech Language Pathology Assistant (SLPA) - Gaston SD	Licensed	Special Student Services	2/21/2022	0.40 FTE – New position
Speech Language Pathologist – BECC	Licensed	Early Learning	2/23/2022	1.0 FTE – New position

Currently Advertised Vacancies is a snapshot in time for jobs that are currently posted as of 2.24.22.

Advertised Vacancies – Limited Term Positions

Open Position	Category	Department	Post Date	Comments
Outdoor School Field Trip Instructor	Classified	Instructional Services	12/22/2021	Seasonal through June 3, 2022



Northwest Regional Education Service District

March 8, 2022

TO: Board of Directors

FR: Debbie Simons, Chief Human Resources Officer

RE: Contract Renewals and Extensions

EXPLANATION:

Probationary teachers and administrators are renewed or non-renewed every year under ORS 342.513.

Contract teachers who are receiving contract extensions receive a 2-year contract extension every year, and are essentially, given a new contract every year. Contract teachers this year currently have contracts until June 30, 2023; and with the contract extension this year will be to June 30, 2024.

Contract administrators are given 3-year contracts which are extended during Year 2 of the contract. Contract administrators who receive contracts this year will have contracts that expire on June 30, 2025.

The ESD employs a number of administrators who are in non-licensed positions (meaning that they are not licensed as administrators through TSPC.) That being said, they will have employment agreements that specify the length of their employment terms with the organization issued at the same time the statutory contract renewals and extensions are issued. Finally, executive level administrators such as the Chiefs and Executive Directors have contracts and agreements that are specific to each individual's employment terms and job responsibilities.

PRESENTER(S): Debbie Simons

SUPPLEMENTARY MATERIALS: Attached

RECOMMENDATION: Approve in Consent Agenda

PROPOSED MOTION: I move to approve the Contract Renewals and Extensions as presented.



Northwest Regional Education Service District

NORTHWEST REGIONAL ESD

March 8, 2022

APPROVE RENEWALS/EXTENSIONS AND NON-EXTENSIONS OF TEMPORARY, PROBATIONARY, AND CONTRACT LICENSED STAFF

Resolved, that the Board of Directors accept the Superintendent's recommendation for the renewal of probationary licensed staff for the issuance of contracts to contract licensed staff.

1. Current **First-Year Probationary Licensed Staff** being recommended for one-year contracts July 1, 2022 to June 30, 2023 to Second Year Probationary status:

PACHCIARZ, ROZA
RANASINGHE, BRITTANY M
WAKEFIELD, EMILY
GOMES, RHONDA
GEDDES, DARLENE
ELLEDGE, ERICA
POOR, NICOLE
SHADLEY, SARAH
CRAWFORD, ELIZABETH
HARGRAVES, ANN
STEWART, JENA
MELLMAN, LISA
HAMILTON, RYAN B
SANFORD, TIFFANY
HINES, SHAWNTE
SACRISON, KATHERINE
ANCTIL, LESLEY
RATHBONE, AMANDA

BAUTISTA, JULIO
THOMPSON, SARA
PACK, MARSHA
LEEDOM, LARA E
ATWOOD, DEBRA M
WEINSTEIN, MORGAN
KERCHNER, TARA M
JENNETT, GERARD J
CELLINI, HEATHER L
MONTROYA, MONICA E
ROONEY, EMMA
MITCHELL, SHARON M
NELSON, NATALIE
BAUER, EMILY J
HOLTE, MADELINE
CIMBORA, MARIE L
VANZEE, SARA J
THOMPSON, DANIELLE

BAER, EMILY
THOMAS, ELIZABETH
KINDSCHUH, JANET
WALSH, WENDY G
YOUNGBLOOD, JENNIFER
OLSON, HEATHER A
BIEL, BETHANY
DEWAR, TARA
ZUEL, BRANDON
KENNEDY-MIDKIFF, ELIZABETH
KNICKERBOCKER, MEGAN
ISAACSON, JEANNETTE
GOMEZ, RHONDA
SIAROT, BETHANY M
BUSWELL, SARAH M
SABA, SORAYA
GORMAN, KIMBERLY A

2. Current **First-Year Probationary Licensed Staff** being non-renewed:
N/A

3. Current **Second-Year Probationary Licensed Staff** being recommended for one-year contracts July 1, 2022 to June 30, 2023 to Third-Year Probationary status:

BEELER, KATELYNN
HAROON, MINDY
HERNANDEZ, LUISA
HUTCHINGS, AMANDA (ALEX) E
STILLMAN, JOANN

SIMKO, HEATHER
TU, WAN CHICH (EMILY)
MCDONALD, KAYLEY
ZEPEDA, NOEMI
BUINEVIC, STACY

LEPLA, JODI
SATTE RAUBUCH, BRENDA L
TRONCO, ANN
WALDRAM, MICHELLE W
WARANCH, ABIGAIL Z



Northwest Regional Education Service District

4. Current **Second-Year Probationary Licensed Staff** being non-renewed:
N/A

5. Current **Third-Year Probationary Licensed Staff** being recommended for two-year contracts for July 1, 2022 to June 30, 2024, to Contract Licensed Staff status:

BARRETO, ELENA
BIBO, CASSIDY A
EWING, DRAKE
FRANKLIN, LESLIE C
KIRNAK, ALLYN
LORENZ, DAMON J
PERINI, VANESSA R
TERRANOVA, JANET
WATERS, JENNIFER

CHOQUETTE, JASMINE
PICKERING, JOHN P
HALEY, LAUREN
PRATT, THERESA D
NELSON, MICHELLE A
MASSEY, DAMON
SEYMOUR, KAYLIE E
REYNOLDS, OLIVIA J
PARKER, MILTON

BIRDSEY, MELISSA D
ALVAREZ MARINA
RECCHIA, EMILY
SCOTT, VALERIE A
VANDERHOFF, KAITLYN
WATTMAN-SMART, MEGAN R
WILSON, KATHERINE M

6. Current **Third-Year Probationary Licensed Staff** being non-renewed:
N/A

7. Current **Contract Licensed Staff** being recommended for two-year contracts July 1, 2022 to June 30, 2024:

BUTZ-MACAULAY, KRISTA
COMPTON, MICHELLE
COX, JESSICA
DICKEY, SEAN WILLIAM
ESTERLY, OLIVIA
FISHBACK, ANGELA
FONDER, MELISSA
GARLOCK, JENNIFER L
HANSON, GAIL
HACHEL, NICOLAS JIMENEZ
HERNANDEZ, VANESSA L
HOSTETTER, ABIGAIL G
JOHNSON, MARIE S
JOHNSON, SHERI A
MARTINET, MADISON
MARTOS, CARISSA M
REGIER, LISA M
ROGERS, KARA T

WEEKS, TINA ANN
WHITTEN, BRIAN D
ANDRE, KATHLEEN C
ANDREWS, SARAH C
AUNGIER, JOHN H
BALINT, JOYCE L
BERGERSON, JACKIE L
BISPHAM, LESLIE P
BROWN, KATHLEEN
BUCHCO, LISA A
CHRISTENSEN, LAURA S
COLES, JOSHUA M
COMBE, LAURA LYNN
CREEL, EMILY J
CROWLEY, KAREN S
CUPPLES, MEREDITH N
DASGUPTA, MITHU
DAVIS, HEATHER

DAVIS, SARAH M
DINNEEN, SARA
DOLEN, RONALD
DONALDSON, JENNIFER
DORRY, MARY
DOWLEN, ANGELA M
DURKEE, JUDY S
DVORAK, ERIN
ECK, KARA
EDMONDS, LAUREN T
EUBANKS, LEE ANN
FRIDAY, KRISTINA M
GAMBOA, GINGER
GARCIA, JILLYNN
GERING, JEANNE
HALL, TIFFANY
HANCOCK, BRENDA K
JACKSON, KRISTA MARIE



Northwest Regional Education Service District

JAMES, KAREN M
JOHNSON, TODD C
JOLLY, PATRICIA D
KLAUSMAN, MICHAEL
KREUZER, MELISSA
LAMB, JOY
LARKIN, TERESA
LEADER, HEATHER
LEONETTI, JENNIFER A
LISSMAN, JESSICA
WRIGHT, SARA A
LUTH, SANDI
MARCHANT, PEGGY
MCCLURE, CONNER
MCCLURE, REBECCA
BEESON, MICHAWN
MCGRANAHAN, SYDNEY
MEDLIN, KIMBERLY
MILES, TIMOTHY D
MILLER, FELICIA
MOORE, PATRICIA A
MOREHOUSE, ANA MARIA E
MULQUEENEY, KATHLEEN
NOLAN, COLLEEN MARIE
O'DONNELL, JENNIFER
OHARROW, MOLLY E
OSBORNE, SCOTT H
PEELER, STACIE
PENNER, KEVIN J
PITCHER, JULIA K
PROSSER, TIMOTHY F
RADCLIFFE, MARAYA L
REYNOLDS, JEROME
ROBERTSON, JANET R
RYAN AHMED, SARAH M
RYAN, STEVEN M
SANDERS, JULIE L
SANDERSON, ERIN
SCHILLING, THOMAS
SCHIMMELPFENNIG, SUSAN

SCHMOLL, BREE
SCOTT, KRISTIN L
SHOEPE, ANNE
SHUMAKER, MARGARET A
SIGURDSON, REYNA D
SPOFFORD, BENJAMIN
SPRAGUE, MARK E
STARR, CARLA MOODY
STEADMAN, CATHERINE E
STEVENS, AMY C
STOUT, RHIANNON
TALBOT, JASON
TURNER, CATHERINE
VUYLSTEKE, ASHLEY
NG, BEE AGNES
RIGGS, WENDY
QUINTANA, MICAELA
AMAVISCA, HOLLY
DYER, LORI ANN
WONDERLICK, BRET
HENRY, SHANNON J
HAMERMAN, SHANNON
LAVERY, LAUREN
MACE, JULIA A
SMITH, CARLENE
MILES, AMY M
PRITCHARD, KATHERINE
CRISI, LISA
SMITH, KIMBERLY A
BEARDEN, LORI J
KINZLER, ALYSON
ESSER, KERI
CLARK, MONICA
WERNET, JERILYN
SNOW, MEGAN
HAN, COURTNEY
ARRINGTON-PICKERING, ROBIN
SPIES, SAMANTHA
BICKFORD, JANELLE

RUBIO, PAULETTE
JENNINGS, RACHEL ANN
ELLIS, LINDSAY
WITT, ALEXANDRA
DUNGAY, JODY
COLLINS, ELSJE
SMITH, KARAH
ZAIGER, SHELBY
GARCIA-HURD, MARIA ELENA
HERINCKX, JENNIFER A
HUDANISH, JILL A
JONES, JENNIFER J
RAPHAEL, LEILA
COPE, KATHLEEN
HARA, KENYE
JOHNSON, JOSHUA S
HEAVENRICH, OTIS
GILLASPY, COURTNEY
GALLAGHER, KELLY
ZIENKIEWICZ, STEPHANIE A
FRANCE, MARY C
HEALY-FORSTER, EILEEN A
DOUGLAS, IRIS MAASE
NORRIS, DIA
PIHLSTROM, KELLY
CARINI, AMBER
EYRE, LISA
DANIEL, RAIN
TOTTEN, LEAH
LETHRUD, CHRISTINA
DOROFEY, SUSAN
WINELAND, LINDSEY
MELCHER, CHRISTINE
SANCHEZ, ERICA
GRIMSHAW, DEBORAH
CHURCH, LISA
HANSON, BRANDI
TRANT, KELLYE A
BRYANT, ROSS A
DELANGE, JOHANNA
SOUTH, JENNIFER
PETERSON-FREY, GAIL



Northwest Regional Education Service District

WALKER, ROSA
DUPUIS, ERIN BEAVERS
TREAT, LARISSA
SCHLEY, RIKKIE
KRUEGER, CHERYL
WALLACE, LISA
WILSON, ANNA

REILLY, AMY
MINTHORNE, LAURA
TUMBARELLO, CHELSEA
BAIRD, CHRISTINE
HILL, HANNAH
BENJAMIN, DANIELLE
YOUNG, ELSA
ZELL, TRACY A

KAYE, RICHELLE
ULSCHMID, JOLEA
UMBENHOWER, TIM B
UPHAM, LESLEY
VARGO, MEERA

8. Current **Contract Licensed staff** being non-renewed:
N/A

9. **Temporary Licensed staff** employed on a 2021-2022 contract, expiring June 30, 2022:

DUTZ, LISA - RETIRED/WORK
UNTIL 06/22
SWEDO, JANA
HERNANDEZ, GAYLE
SEIFERT, REYNARD
REAMON, JESSICA (hired as
TEMP, permanent position
avail?)
KATO, MARLYN (resigned, temp
through June)

STONE, LILLIE MAE
CUSHMAN, CARYN ANN
HALE, SUSANNA M
JASTER, SHERRI
MEEKS, MARYELLEN
WAGNER, WHITNEY
TANGLER, JONATHAN P
MAY, NATALEE
FERNANDEZ, GABRIEL E
HERNANDEZ, LUIS

AUSTIN, DOMINIQUE
DAVIS, INDIGO
HEUBERGER, CARRIE
CAMPO, CANDICE
HEUBERGER, CARRIE
LANDYN, RYAN
AMOROSO, LAURIEL
PAHLKA, ERIC
KOSE, BAILEY
PENGELLY, JAY



**NORTHWEST REGIONAL ESD
March 8, 2022**

**APPROVE RENEWALS/EXTENSIONS AND NON-EXTENSIONS OF TEMPORARY, PROBATIONARY, AND
CONTRACT ADMINISTRATORS**

Resolved, that the Board of Directors accept the Superintendent's recommendation for the renewal of administrators and for the issuance of contracts to contract teachers and administrators.

1. Current **First-Year Probationary Administrators** being recommended for one-year contracts July 1, 2022 to June 30, 2023 to **Second Year Probationary status:**

Licensed Administrators

DALBEY	KAREN
DUFFETT	JESSICA
GRIFFIN	LYNNE
HELPER	CAROL
HUGHES	KENDRA
JACKSON	STEVIE
JOHNSON	JENNIFER
MCCARTER	MEGAN
RYAN	SCOTT
SIMONS	DEBORAH

Non-Licensed Administrators

BAKER	LORI
CANTINO	MICHAEL
CATO	VICTOR
LIWARU	SHARIF
LONG	STUART
MCDOWELL-HARTYE	INGER
POTTER	MICHAEL
REINHARDT	JESSA

2. Current **First-Year Administrators** being non-renewed: N/A
3. Current **Second-Year Probationary Teachers and Administrators** being recommended for one-year contracts July 1, 2022 to June 30, 2023 to **Third-Year Probationary status:**

Non-Licensed Administrators

BAIN	BRIAN
------	-------

4. Current **Third-Year Probationary Administrators** being recommended for three-year contracts July 1, 2022 to June 30, 2025, to **Contract Administrator status:**

Licensed Administrators

BROWN	NAHEED
BOWERS	BETHANY
WYATT	CORIN
ZARAGOZA	MARIANA

Non-Licensed Administrators

CARDWELL	KELSEY
GILBERT	ROSA
SACKETT	AARON
STEVENS	SARAH

5. Current Contract Administrators being recommended for three-year contracts July 1, 2022 to June 30, 2025:

Licensed Administrators

JENSEN	CATHLEEN
SCHIDING	MYRONDA

Non-Licensed Administrators

EDNIE	KIMBERLY
FELLOWS	LAURA
GOLDNER	TRACEY
KNIGHT	MARIE
MANDERSON	EVA
ORTEGA REYES	DANILIZ
SCHELLHAAS	ANDRE
SPENCE	DOROTHY
VANDYKE	TERA
VOSS	PAMELA



Northwest Regional Education Service District

March 8, 2022

TO: Board of Directors
FR: Debbie Simons, Chief Human Resources Officer
RE: Second Reading of Board Policies

EXPLANATION:

[Policy GBL - Personnel Records](#)

After OSBA reviewed the model sample policies GBL and GBLA, it was decided to combine the two policies, resulting in a required change to have only Policy GBL. The resulting changes are proposed in this issue which includes the deletion of GBLA in lieu of changes made to model sample policy GBL – Personnel Records.

[Policy GBLA - Disclosure of Information](#)

Due to the combination of both policies (GBL and GBLA) into one, it is recommended that the existing Policy GBLA be deleted.

PRESENTER(S): Debbie Simons, CHRO

SUPPLEMENTARY MATERIALS:

[Policy GBL - Personnel Records](#)

[Policy GBLA - Disclosure of Information](#)

RECOMMENDATION: Approve in Consent Agenda

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

Northwest Regional ESD

Adopted: 6/20/17

Revised/Readopted: 11/17/20; 3/8/22

Orig. Code: GBL

Personnel Records *

An official personnel file will be established for each person employed by the ESD. Personnel files will be maintained in a central location.

All records containing employee medical condition information such as workers' compensation reports and release or permission to return to work forms will be kept confidential, in a separate file from personnel records. Such records will be released only in accordance with the requirements of the Americans with Disabilities Act or other applicable law.

The superintendent will be responsible for establishing procedures regarding the control, use, safety and maintenance of all personnel records. Employees will be given a copy of evaluations, complaints and written disciplinary actions placed in their personnel file. All charges resulting in disciplinary action shall be considered a permanent part of the teacher's personnel file and shall not be removed for any reason. Employees may submit a written response to any materials placed in their personnel file.

Except as provided below, or required by law, ESD employees'¹ personnel records will be available for use and inspection only by the following:

1. The individual employee. An employee may arrange with the Human Resource's office to inspect the contents of their personnel file on any day the Human Resource's office is open for business;
2. Others designated by the employee in writing may arrange to inspect the contents of the employee's personnel file in the same manner described above;
3. The comptroller or auditor, when such inspection is pertinent to carrying out their respective duties, or as otherwise specifically authorized by the Board. Information so obtained will be kept confidential. No files will be removed from their central location for personal inspection;
4. A Board member when specifically authorized by the Board. Information will be kept confidential. No files will be removed from their central location for personal inspection;
5. The superintendent and members of the central administrative staff designated by the superintendent;
6. ESD administrators and supervisors who currently or prospectively supervise the employee;
7. Human Resources Employees;

¹ Includes former employees.

8. Attorneys for the ESD or the ESD’s designated representative on matters of ESD business;
9. Upon receiving a request from a prospective employer issued under Oregon Revised Statute (ORS) 339.374(1)(b), the ESD, pursuant to ORS 339.378(1), shall disclose the requested information if it has or has had an employment relationship with a person who is the subject of the request, no later than 20 days after receiving such request. The records created pursuant to ORS 339.388(8)(c) are confidential and are not public records as defined in ORS 192.311. The ESD may use the record as a basis for providing the information required to be disclosed about an employee under ORS 339.378(1);
10. Upon request from a law enforcement agency, the Oregon Department of Human Services, the Teacher Standards and Practices Commission, or the Oregon Department of Education, in conducting an investigation related to suspected abuse or suspected sexual conduct, to the extent allowable by state and federal law, including laws protecting a person from self-incrimination;
11. Upon request from a prospective employer or a former employee, authorized ESD officials may disclose information about a former employee’s job performance to a prospective employer and such disclosure is presumed to be in good faith. Presumption of good faith is rebutted by showing the information disclosed was knowingly false or deliberately misleading, was rendered with malicious purpose or violated any civil right of the former employee protected under ORS 659 or ORS 659A.

The superintendent may permit persons other than those specified above to use and to inspect personnel records when, in their opinion, the person requesting access has a legitimate official purpose. The superintendent will determine in each case the appropriateness and extent of such access.

Release of personnel records to parties other than those listed above, will be in-line with the Board policy KBA - Public Records. The ESD will attempt to notify the employee of the request and that the ESD believes it is legally required to disclose certain records.

END OF POLICY

Legal Reference(s):

[ORS 30.178](#)
[ORS 339.370 - 339.374](#)
[ORS 339.378](#)
[ORS 339.388](#)

[ORS 342.143](#)
[ORS 342.850](#)
[ORS 652.750](#)
[ORS Chapter 659](#)

[ORS Chapter 659A](#)
[OAR 581-024-0245](#)

OSEA v. Lake County Sch. District, 93 Or. App. 481 (1988).
 Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
 Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. § 2000ff-1 (2018).



Northwest Regional
Education Service District

REPORTS & PRESENTATIONS

Informes y Presentaciones





Northwest Regional Education Service District

March 08, 2022

TO: Board of Directors

FR: Sharif Liwaru, Director of Equity and Family Partnerships

RE: Senate Bill 732

EXPLANATION: In 2021, the Oregon Senate passed Senate Bill 732 which requires school districts to establish an educational equity advisory committee and prescribes duties and membership of committees. This item of the board agenda is for information purposes.

PRESENTER(S): Sharif Z. Liwaru

SUPPLEMENTARY MATERIALS: Overview of SB 732 Slide Deck

RECOMMENDATION: N/A

PROPOSED MOTION: N/A

Senate Bill 732

Equity Advisory Committees

Equity Advisory Committees

Equity Advisory Team Members:

- **Solicit names of possible members from the community;**
- **Membership is primarily representative of underserved student groups;**
- **Will not exclude members based on immigration status**

Equity Advisory Committees

Equity Advisory Team Members:

- **Selected by the board and superintendent**
 - **Parents**
 - **Employees**
 - **Students**
 - **Community members from the school district**

Equity Advisory Committees

Equity Advisory Teams:

- **Eliminate** inequities and disparities in student achievement
- **Foster** a safe and healthy school climate
- **Promote** an inclusive culture that engages & draws on the assets of students, families, staff & community members
- **Foster** leadership development
- **Encourage** conversations about equity and social justice

Supports For Component Districts

Examples: Neah-Kah-Nie and Banks

Banks School District

- **Creation/Design**
 - Structure
 - Role definition and responsibilities
 - Charge or work scope
- **Protocols**
 - Agreements, Group Responsibilities, and Communication

Equity Advisory Committees

The main duties

- **Inform** the school district board and superintendent when a situation arises in a school or district that negatively impacts underrepresented students and advise the board and superintendent on how best to handle that situation.
- **Advise** the board and superintendent about the educational equity impacts of policy decisions;

Neah-Kah-Nie School District

- **Inclusion Alliance**

- Thought Partners
- Facilitation
- Equity lens and statement development and adoption
- Best Practices
 - Membership Selection
 - Equity and Inclusion Professional Learning
 - Reporting of actions

Equity Advisory Committees

Annual Report

- Successes and challenges the school district has experienced in meeting the educational equity needs of students in the school district;
- Recommendations the committee made to the board and superintendent, and the actions that were taken in response to those recommendations;
- Inclusion of families, students and the community in audience;
- And making report accessible.

Equity and Family Partnerships

Janet Bucio

Sharif Zakir Liwaru

Inger McDowell-Hartye

Guard your health!



szliwaru@nwresd.org



Northwest Regional Education Service District

March 8, 2022

TO: Board of Directors
FR: Debbie Simons, Chief Human Resources Officer
RE: First Reading of Board Policies

EXPLANATION:

[Policy GBDA - Mother Friendly Workplace - Existing](#)

It is recommended that the ESD repeal current Board policy GBDA and adopt the new highly recommended model policy.

[Policy GBDA - Mother Friendly Workplace](#)

After consulting with the Bureau of Labor and Industries (BOLI) and review of Oregon Revised Statute 653.077(10)(b) OSBA revised policy language to better align with law, which may include making a list available of designated location(s) at each ESD facility where a mother may express milk. OSBA is providing a new model Board policy GBDA that reflects highly recommended policy language pursuant to Oregon law. The language in OSBA's new highly recommended model policy for ESDs represents law the ESD must follow but is not required to be in policy for ESDs.

PRESENTER(S): Debbie Simons, CHRO

SUPPLEMENTARY MATERIALS:

[Policy GBDA - Mother Friendly Workplace](#)

[Policy GBDA - Mother Friendly Workplace - Existing](#)

RECOMMENDATION: N/A

PROPOSED MOTION: N/A

Northwest Regional ESD

Code: **GBDA**

Adopted:

Mother Friendly Workplace *

The ESD recognizes that a normal and important role for mothers is to have the option and ability to express milk or breast-feed in the workplace. Employees must give notice of intent to express milk or breast-feed. Unless otherwise agreed upon by the ESD and the employee, the ESD shall provide the employee a 30-minute rest period to express milk or breast-feed during each 4-hour work period, or the major part of a 4-hour work period, to be taken by the employee approximately in the middle of the work period. If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the ESD.

The ESD will make a reasonable effort to provide a location, other than a public restroom or toilet stall, in close proximity to the employee's work area, where an employee can express milk or breast-feed in private, concealed from view and without intrusion by other employees or the public. "Close proximity" means within walking distance from the employee's work area that does not appreciably shorten the rest or meal period. If a private location is not within close proximity to the employee's work area, the ESD may not include the time taken to travel to and from the location as part of the break period.

An employee who expresses milk during work hours may use the available refrigeration to store the expressed milk. The ESD must allow the employee to bring a cooler or other insulated food container to work for storing the expressed milk and ensure there is adequate space in the workplace to accommodate the employee's cooler or insulated food container.

This policy and the list of designated locations is published in the employee handbook. The list of designated locations is available upon request in the ESD's central office and the central office of each facility].

This policy only applies to employees who are expressing milk or breast-feeding for children 18 months of age or younger.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)

[ORS 334.125](#)

[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)

Northwest Regional Education Service District

Code: **GBDA**

Adopted: 6/22/13

Revised/Readopted: 6/20/17

Orig. Code(s): GBDA

Mother Friendly Workplace

The Northwest Regional Education Service District (NWRESD) recognizes that a normal and important role for mothers is to have the option and ability to provide for their child by breast-feeding or expressing milk in the workplace. The Board directs the superintendent or designee to take measures to ensure that all NWRESD employees shall be provided with an adequate location for the expression of milk or breast-feeding.

The superintendent or designee shall see that the NWRESD makes a reasonable effort to provide a room or other location in close proximity to the employee's work area, other than a restroom, where an employee can breast-feed her child or express milk in privacy. This policy directs the superintendent/designee to include the following in the development of a regulation to ensure the provisions for employees required by this policy.

An employee who intends to express milk during work hours must give the employer reasonable oral or written notice of her intention to allow the employer time to make the preparations necessary to comply with this policy. Once notice of intent is given, a plan shall be put in place.

1. The plan shall include an accessible, private room with a lock that would allow a mother to:
 - a. Breast-feed a child brought in during a lunch or other break period;
 - b. Pump breast milk to be stored for later use;
 - c. Post a sign provided by the NWRESD indicating the room is in use, for privacy;
 - d. A 30-minute, unpaid rest period¹ to express milk or breast-feed approximately in the middle of each 4-hour work period; and
 - e. Flex their work schedule as necessary to accommodate time for expression when needed.

2. The plan may include a room with:
 - a. An electrical outlet; and/or

¹ refer to their collective bargaining agreements to determine the "rest period" is paid, nonpaid or a combination.

- b. A sanitation facility that includes a sink close by for hand washing and the rinsing of containers.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#) [ORS 653.077](#) [ORS 653.256](#)

DELETED

DELETE



Northwest Regional
Education Service District

ADMINISTRATIVE REPORTS

**Informes
Administrativos**





The Early Learning Digest

Staff News from Executive Director Johnna Timmes

Early Learning Board Report
Prepared by Johnna N. Timmes
March 2022

EI/ECSE Instructional Coaches

The Instructional Coaches team has been busy delivering and planning professional learning opportunities for community preschool providers.

- The Coaches collaborated with the NWRES D Child Care Resource and Referral and Washington County Child Care Resource and Referral agencies to present two bilingual (English/Spanish) trainings to more than 175 preschool teachers and family child care providers in all four counties. Training topics were “I Have a Student with an IFSP...Now What?” and “Sensory Processing Difficulties in the Classroom for Students with ASD”.
- Coaches are planning a concurrent “Transition to Kindergarten” training for ECSE (early childhood special education) parents. The training is scheduled for Wednesday, 9 March 2022 and one session will be presented to English speaking families and one will be presented to Spanish speaking families.
- Coaches are preparing for a training in March on reinforcements in the classroom for students with ASD.
- Coaches are coordinating Student Intervention Team meetings for children in all four counties. The purpose of a SIT Meeting is to make discuss the IFSP goals and discussed any needed changes
- Kendra Hughes presented an overview of the NWRES D/Beaverton School District partnership to 18 BSD administrators. The overview included: what is the partnership, what is inclusion, role of the school administrator/classroom teachers/ESD team members, what is an IFSP vs. IEP.
- The team is working on the 2022-2023 training calendar and plans to survey school district and community preschool providers on their training needs.

Northwest Early Learning Hub & Northwest Parenting

In February, NW Parenting Hub submitted the renewal application for 22-23 funding through Oregon Community Foundation. This was followed by a site visit with OPEC and OCF staff. We discussed successes including increase in culturally specific programming, challenges around outreach and retention of parents, and capacity for partners to deliver parenting education.

Additionally, we discussed goals for the upcoming year including continued expansion of programming with a hope for in-person programming. After the visit, OPEC and OCF expressed appreciation to NW Parenting staff and partners for taking such a thoughtful, community-focused approach to the work and for the growth that has occurred over this past year.

NW Early Learning Hub released the Kindergarten Transition application to all 13 school districts to apply for Kindercamp and other kinder transition events this spring and summer. Additionally, mini-grant applications were released to community partner organizations to support social emotional learning, families' basic needs, and to offer parenting education opportunities. All applications are due March 18th.

We are excited to be approaching a new recruitment season for the 2022/2023 preschool season. NW Early Learning Hub works with Head Start, School Districts, and Preschool Promise Partners to support enrolling families into publicly funded free preschool opportunities. In preparation for recruitment season we have hired a professional photographer to take photos of all our publicly funded programs so we can help families get a glimpse of what each program looks and feels like. The photos will be used to enhance our coordinated enrollment [webpage and materials](#), and for individual programs to use in their own recruitment materials for any additional programming they may offer including paid child care opportunities. Photographs for coordinated enrollment & planning for start of new recruitment season.

Northwest Parenting has many upcoming workshops and classes.

- [Nurturing Parenting](#)
- [Active Parenting](#)
- [Abriendo Puertas](#)
- [Families in Acton](#)
- [QPR Gatekeeper Training](#)
- [Introduction to Problem Gambling Prevention](#)
- [Parenting in Addiction and Recovery](#)

Stay up to date and learn more by visiting our [events calendar](#).

EI/ECSE Interns

We are very lucky to have partnerships with Higher Education Institutions to place students who are working toward degrees and certifications in specialized positions. This spring we will host 4 related services interns (OTs/PTs/SLPs) and 1 full time student teacher. Partnering with PSU and Pacific University is a great opportunity to share our expertise in training the next generation of skilled service providers as well as opens up a pathway to hiring that supports the agency in addressing the workforce shortage.

We also have 5 internal staff who are working towards their TSPC licensed administrative certificate. These talented staff members have been attending monthly all agency leadership team meetings as well as shadowing an ESD administrative mentor.

Tillamook County Update

With our focus on placing children in inclusive settings, our staff is working hard to develop skills in coaching adults and building collaborative relationships with community preschools. We've had a wonderful opportunity to practice these skills with the staff at Nestucca Valley. They are serving six students who range from having mild to more intensive service needs, and it has taken commitment from both sides of the partnership to keep the lines of communication open and consistently make adjustments to ensure these children are being successfully included in the program. We are excited to continue building on successes and learning as we strengthen partnerships with multiple community preschools in the county.

March 2022 Fiscal Report

Regional Business Officials Meeting:

NWRESD invited business officials to the Superintendent's Meeting in February, to provide them with information on pricing changes in the local service plan for 2022-2023. We had attendees from nearly all of our districts. The business officials meetings for the remainder of the school year have been scheduled, and include a variety of guest speakers providing updates on finance related topics. We also host bi-weekly meetings with our smaller districts, to provide a forum to discuss issues and provide support in fiscal processes.

Budget Update:

The Fiscal team is continuing to focus on our department goals in support of the Strategic Goal Collective Commitment 6.4 and 6.5 related to budget control. Budget development continued in February, with departments completing and presenting their budget proposals to our cross departmental Budget Review Team. The Fiscal team will take information and decisions from those meetings, and develop the proposed budget document, which will be presented to the Budget Committee for approval on May 17th.

New Budget Committee members will be invited to Budget Committee Orientation, prior to our Budget Committee meeting. At the orientation, members will learn about local budgeting in Oregon, our budget process and district finance.

Payroll:

Payroll sponsored a four day system training session for the ESD payroll team, and our smaller districts, to provide information about processing and reporting payroll information in the Infinite Visions financial system. District business officials also completed an ESD sponsored payroll budgeting training session in February.

Audit Planning:

Audit planning for the upcoming June 2022 fiscal year end has already begun, and auditors will be beginning their preliminary work in the next few weeks.

For more information, please contact Lori Baker, lobaker@nwresd.k12.or.us

BOARD REPORT | INSTRUCTIONAL SERVICES



Northwest Regional Education Service District

CTE REVITALIZATION GRANTS

Seven school districts across our region recently applied for and received CTE Revitalization Grants from ODE. These grants represent an investment of \$1,019,296 and will support a range of exciting Career and Technical Education projects from construction trades to hospitality/tourism. ! This is a huge win for our region and will significantly expand CTE opportunities for students! These applications were supported by the Instructional Services Team Grants Manager, Crystal Greene.

OUTDOOR SCHOOL DAY PROGRAMMING WILL BEGIN IN MARCH

NWRESD's Outdoor Science School will begin in-person day programming starting on March 7th. Outdoor School programs will be run out of two of our five established sites as well as a range of local community parks. Currently, 20 districts and 10,674 students are slated to participate in our spring programming. Students will be immersed in outdoor science



education through multiple days of full-day programming. The team has been working hard to ensure that all safety precautions are in place to keep students and staff safe while maintaining in-person outdoor programming. We are excited to welcome students and districts soon!

EQUITY AFFINITY GROUP'S NEW LANDING PAGE

Bianca Valvezan, the Northwest STEM Hub Coordinator, has been co-leading NWRESD's Equity Affinity Group with Vanessa Hernandez, an Early Education Childhood Specialist since 2018. Recently the group has created a new landing page that can be found on the NWRESD webpage [here](#).

The Northwest Regional Equity Affinity Group hosts monthly meetings convening staff who identify as a person of color. The group is led by staff of color and is dedicated to cultivating connection, validation, and a recognition of the ongoing effects of working within a [White Supremacy Culture](#). It is a community that provides safety, honor, and authenticity of one's true self, and awareness of shared history and lived experiences. Monthly meetings include themes of community care, culture, current events, mental health, NWRESD updates, racial politics, and systemic barriers.

The Northwest Regional Equity Affinity Group serves as an important support system for our staff to center their well-being and to better serve our districts, students, and communities.

COLLEGE AND CAREER READINESS TO LAUNCH NEW SERVICES

The Instructional Services Team Career & College Pathways Coordinator, Melissa Pendergass, is in the process of conducting a Career & College Readiness (CCR) Needs Assessment across the NW region. Our CCR Program is positioned to offer districts additional support and programming relating to Career & College Readiness moving into the 22-23 school year. The Career & College Readiness Program CCR needs assessment will include a review of district goals connected to CCR, data analysis to examine CTE & Accelerated Credit participation demographics and postsecondary outcomes, and a needs survey going out the last week of February to K-12 administrators, counselors, and secondary CTE teachers across the region. The NWRESD CCR Needs Survey can be found [here](#). Deadline to respond is Friday, March 25th.

SPECIAL STUDENT SERVICES
Monthly Board Report
March 2022

Cathy Jensen, Executive Director K-12 Special Education
cjensen@nwresd.k12.or.us

Professional Learning

This past month the Autism Spectrum Disorder (ASD) Team has provided training to approximately 200 educators on the topic of: Autism 101, Classroom Strategies for Teaching Students with ASD, Quality Individualized Education Programs (IEP), and Preschool Classroom Arrangement and Use of Visuals for Students with ASD.

The first statewide ASD virtual conference will take place April 20 and is now open for registration. Tina Meier-Nowell has been working on this with the Statewide ASD Professional Learning Team. Over 300 participants are already registered for the event. Board members are welcome to attend some or all of the conference and can find registration information [here](#). Additional Professional Learning events are available on the [Special Student Services Events](#) page.

Our Work with Parents and Students

For February, the Deaf/Hard of Hearing (Deaf/HH) team began conducting empathy interviews with families. The objective of these interviews is to learn what our program does well and what needs improvement on, with respect to serving underrepresented families. Data from the interviews will be used to guide future program development, ensuring that we meet the needs of all of the families we serve.

School Program Updates

The Day Treatment Program has seen two new students join our program since the last board report. We also have another two students scheduled to join in early March.

In the Child Day Treatment Program (CDTP) students have been learning about both the standard and metric systems of measurement, the differences between writing styles, and how to use dialogue.

In the Adolescent Day Treatment Program (ADTP) students have learned how to make Celtic Knots and are now learning about Batiking (a technique of hand-dyeing fabric using wax). In addition, they are studying about ancient Greece, along with the great scientists, scholars, and philosophers of that time period.



In honor of the Chinese New Year, Columbia Academy students made these lanterns and colorful dragons. In addition, they learned about the traditions and legends associated with this holiday, which is celebrated all over the world.



Students at Columbia Academy are wrapping up their unit on the Arctic, Climate Change, and pollution. They have learned a lot about the ways humans are affecting the planet in both negative and positive ways. This project by a student reflects their Pollution Solution.



Northwest Regional Education Service District

TECHNOLOGY BOARD REPORT

Prepared by Stuart Long

Strengthening our cybersecurity posture

Technology will be rolling out several new security improvements for all staff at NWRESD beginning this Spring. We are finalizing our last details but I did want to give the board notice about the focus of our work to better improve security and protect the data entrusted to us. In addition these new improvements will allow NWRESD to maintain our robust cybersecurity insurance policy. These items will be the most visible of a number of security improvements the Technology team has been implementing all year.

- This spring (tentatively scheduled for the last week of March) an annual password change will be required for all staff at NWRESD. Passwords will need to be at least 16 characters. We are strongly recommending the use of easy to remember passphrases such as “sunny winter day on the coast.” We finalized our plan details last week and look forward to supporting staff through this annual process.
- Tentatively scheduled for May; Technology will require the use of multifactor authentication (MFA) when signing into Google. This is similar to a feature currently required to login to our finance system where a one-time code is emailed to complete a login. In Google it is an easier process which can be completed in a Google app, via text message, email, or a special one-time code. We are currently testing this process internally with the CTA team to work out any issues and then will start our roll out in late spring and into the summer.
- Lastly, working in collaboration with Human Resources, Technology will be including cybersecurity awareness training modules into the annual mandatory training for existing and new administrators, teachers, and staff. Awareness of everyone’s role in helping protect the organization and data we hold is critical as our staff are the first line of defense we have against cyber threats.



Northwest Regional
Education Service District

ACTION ITEMS

Acciones





Northwest Regional Education Service District

March 8, 2022

TO: Board of Directors
FR: Lauren Slyh O'Driscoll, Executive Liaison
RE: 2022-2023 Board Calendar

EXPLANATION:

Attached, please find the 2022-2023 Board Calendar. These dates have been reviewed by the administration and board members. Once approved, the Board Secretary will work with County Administrators to finalize meeting locations. Updates will be shared with the board as they are finalized.

PRESENTER(S): Dan Goldman, Superintendent

SUPPLEMENTARY MATERIALS: 2022-2023 Board Calendar

RECOMMENDATION: Approve the 2022-2023 Board Calendar

PROPOSED MOTION: I move to approve the 2022-2023 Board Calendar as presented/amended.



Northwest Regional
Education Service District

2022-23 BOARD CALENDAR

August 9, 2022: Tillamook Bay Community College
Summer Worksession + Regular Meeting

September 13, 2022: Virtual
Regular Meeting

October 11, 2022: Virtual
Regular Meeting + Executive Session

November 8, 2022: Columbia County TBA
Regular Meeting

December 13, 2022: Virtual
Regular Meeting

January 10, 2023: Washington County TBA
Regular Meeting + Executive Session

February 14, 2023: Virtual
Regular Meeting + Executive Session

March 7, 2023: Virtual
Regular Meeting

April 11, 2023: Clatsop County TBA
Regular Meeting

May 9, 2023: Virtual
Budget Meeting + Regular Meeting

June 13, 2023: Washington Service Center
Budget Hearing + Regular Meeting



Northwest Regional
Education Service District

FINANCIAL REPORT

Informe Financiero





Northwest Regional Education Service District

February 25, 2022

TO: Board of Directors

FR: Lori Baker, CFO

RE: Monthly Financial Update

EXPLANATION: Financial Summary report for period ending January 31, 2022

PRESENTER(S): Lori Baker, CFO

SUPPLEMENTARY MATERIALS: Attached to this cover sheet:

Summary Financial Statements – January 31, 2022

RECOMMENDATION: N/A

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



Northwest Regional Education Service District

Financial Report as of January 31, 2022

The NWRESD Financial Summary as of January 31, 2022, 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 \$40,196,457 as of January 31, and represents 73.4% of the current budget of \$54,786,161. The total forecasted 2021-22 operating revenue is projected to be \$54,821,071, which is a positive variance of \$34,910. 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 January 31, \$13,194,422 of property taxes and timber revenues have been received. This year-to-date revenue reflects the initial collections on current year property taxes and 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 seven installments of the state school fund revenues (SSF) have been received, and total \$24,976,312. ODE has completed their analysis of student enrollment, and completed an update of estimates under new procedures related to online schools, and NWRESD is projected to receive slightly more SSF than budgeted. The updated calculation is positive news for NWRESD, as the new SSF allocation method offsets the revenue losses anticipated in relation to reductions in enrollment for our district.

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 \$51,014,793 through January 31, and represent 92.0% of the current budget of \$55,453,161. Total forecasted 2021-22 operating expenditures are projected to be \$54,857,523, which is a positive variance of \$595,638. These projections include actual expenditures through January 31 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 the audited amount of \$5,537,875, which is higher than budget by \$1,250,875. The forecast ending fund balance of \$5,501,423, is 9.1% of forecast revenue, and exceeds the Board policy amount of 8% by 1.1%.

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 \$34,884,229 as of January 31, and represents 35.4% of the current budget of \$98,465,580. The total forecasted 2021-22 operating revenue is projected to be \$97,469,229, which is a negative variance of \$996,351. 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 \$43,582,824 through January 31, and represents 42.3% of the current budget of \$103,009,806. Total forecasted 2021-22 operating expenditures are projected to be \$97,532,824, which is a positive variance of \$5,476,982. These projections include actual expenditures through January 31 plus encumbrances.

FY 2021-2022 NWRESD FINANCIAL SUMMARY

For the Period Ending January 31, 2022

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	\$ 13,194,422	\$ 255,578	\$ 13,450,000	\$ -
SSF	36,249,998	37,730,704	37,589,661	24,976,312	12,628,561	37,604,873	15,212
Other Local Sources	3,154,763	3,014,149	3,151,500	1,576,025	1,575,475	3,151,500	-
Intermediate Sources	5,160	26,203	-	4,698	15,000	19,698	19,698
Other State Sources	-	248,000	-	-	-	-	-
Other Sources	236,176	282,947	595,000	445,000	150,000	595,000	-
Total Operating Revenues	\$ 52,643,970	\$ 54,927,344	\$ 54,786,161	\$ 40,196,457	\$ 14,624,614	\$ 54,821,071	\$ 34,910
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	\$ 45,734,332	\$ 14,624,614	\$ 60,358,946	\$ 1,285,785
REQUIREMENTS							
Operating Expenditures							
Support Services	\$ 7,849,318	\$ 6,852,566	\$ 8,140,211	\$ 4,644,573	\$ 2,900,000	\$ 7,544,573	\$ 595,638
Other Uses	44,187,316	47,072,412	47,312,950	46,370,220	942,730	47,312,950	-
Total Operating Expenditures	\$ 52,036,634	\$ 53,924,978	\$ 55,453,161	\$ 51,014,793	\$ 3,842,730	\$ 54,857,523	\$ 595,638
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	\$ 51,014,793	\$ 3,842,730	\$ 54,857,523	\$ 4,215,638
Ending Fund Balance	\$ 4,535,509	\$ 5,537,875				\$ 5,501,423	
Ending Fund Balance % of revenue	8.02%	9.31%				9.11%	

FY 2021-2022 NWRESD FINANCIAL SUMMARY

For the Period Ending January 31, 2022

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	\$ 17,673,023	\$ 19,285,000	\$ 36,958,023	\$ 2,377
Intermediate Sources	-	22,000	-	-	-	-	-
State Sources	27,691,760	32,571,680	38,291,593	6,841,162	31,600,000	38,441,162	149,569
Federal Sources	7,372,071	8,834,547	15,053,433	3,751,737	11,300,000	15,051,737	(1,696)
Other Sources	4,480,175	8,128,855	8,164,908	6,618,307	400,000	7,018,307	(1,146,601)
Total Operating Revenues	\$ 72,061,484	\$ 89,786,041	\$ 98,465,580	\$ 34,884,229	\$ 62,585,000	\$ 97,469,229	\$ (996,351)
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	\$ 48,130,676	\$ 62,585,000	\$ 110,715,676	\$ 6,470,870
REQUIREMENTS							
Operating Expenditures							
Instruction	\$ 40,806,278	\$ 42,172,209	\$ 53,786,875	\$ 22,461,342	\$ 28,000,000	\$ 50,461,342	\$ 3,325,533
Support Services	26,352,087	29,838,080	39,501,353	17,439,357	21,000,000	38,439,357	1,061,996
Enterprise and Community Services	2,119,105	1,563,512	2,032,290	773,119	750,000	1,523,119	509,171
Facilities Acquisition and Construction	25,276	42,224	200,000	-	-	-	200,000
Other Uses	4,495,143	6,399,601	7,489,289	2,909,006	4,200,000	7,109,006	380,283
Total Operating Expenditures	\$ 73,797,889	\$ 80,015,626	\$ 103,009,806	\$ 43,582,824	\$ 53,950,000	\$ 97,532,824	\$ 5,476,982
Contingencies	-	-	240,000	-	-	-	240,000
Unappropriated Ending Fund Balance	-	-	995,000	-	-	-	995,000
TOTAL REQUIREMENTS	73,797,889	80,015,626	\$ 104,244,806	\$ 43,582,824	\$ 53,950,000	\$ 97,532,824	\$ 6,711,982
Ending Fund Balance	\$ 3,476,032	\$ 13,246,447				\$ 13,182,852	



Northwest Regional
Education Service District

END OF BOARD PACKET

**Fin del paquete
de la Reunión**