



Northwest Regional
Education Service District

BOARD PACKET

**MATERIALES DE LA
JUNTA ESCOLAR**

September 15, 2020 | 15 de septiembre de 2020
6:00PM - 8:00PM

Contact/Contacto

Board Secretary/Secretaria de la junta escolar:

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
Regular Meeting

September 15, 2020

[Virtual Meeting: Register Here!](#)

6:00 PM	1. <u>CALL TO ORDER</u> Board: Renee Bruce, Karen Cunningham, Tony Erickson, Dave Hollandsworth, DaWayne Judd, Marilyn McGlasson, Lisa Poehlitz, Chris Riley, Ross Tomlin	Chair Poehlitz
	2. <u>PLEDGE OF ALLEGIANCE / LAND ACKNOWLEDGEMENT</u>	Chair Poehlitz
	3. <u>AGENDA REVIEW/REVISION</u>	Chair Poehlitz
6:10 PM	4. <u>SUPERINTENDENT REPORT</u>	Dan Goldman
6:30 PM	5. <u>COMMUNICATIONS TO THE BOARD/PUBLIC COMMENT</u>	Chair Poehlitz
6:35 PM	6. <u>2020-2021 RECOGNITION AND GOOD NEWS</u>	Kelsey Cardwell
6:50 PM	7. <u>CONSENT AGENDA</u> A. Approval: August Minutes B. Approval: Personnel Report	Chair Poehlitz <i>Lauren Slyh O'Driscoll</i> <i>Joseph Hernandez</i>
7:00 PM	8. <u>REPORTS AND DISCUSSIONS</u> A. Administrative Reports	Chair Poehlitz
7:10 PM	9. <u>ACTION ITEMS</u> A. Approval: Resolution To Initiate Board Equity Policy Advisory Committee B. Approval: 2020-21 Board Committee Assignments C. Approval: Adopt and Appropriate Supplemental Budget D. Approval: September Financial Report	Chair Poehlitz Sharif Liwaru Chair Poehlitz Tami Montague Tami Montague
7:45 PM	10. <u>GOOD OF THE ORDER</u>	Chair Poehlitz
8:00 PM	11. <u>ADJOURN</u>	Chair Poehlitz

Next Meeting: October 20, 2020

PUBLIC PARTICIPATION IN BOARD MEETINGS

1. A visitor wishing to make public comment may contact the Board Secretary by emailing lslyh@nwresd.org or using the Q&A feature in the Zoom Webinar prior to the start of the meeting. Please include your name and address in your message and the topic for which you would like to provide public comment.
2. Members of the public will be asked to speak under item 5. **COMMUNICATIONS TO THE BOARD/PUBLIC COMMENT**
3. After being recognized by the Board chair, the speaker will be transitioned into the virtual webinar as a panelist. Please identify yourself: **full name and address and state your purpose in addressing the Board.**
4. A group of visitors with a common purpose should designate a speaker for the group.
5. 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.
6. 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.
7. When meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda or non-agenda item, may do so at the discretion of the Board Chair. The Chair will determine the amount of time that will be allotted for each individual.
8. 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").
9. These procedures will be published on the back of every Board meeting agenda.

2020-21 NWRESD Board Goals

1. Attend board meetings consistently and arrive prepared to discuss presented materials.
2. Ensure board/superintendent working agreements are known, practiced, and monitored.
3. Improve Board governance.
4. Learn more about regional programs using the ESD Equity Lens.



Northwest Regional
Education Service District

PLEDGE OF ALLEGIANCE





INDIGENOUS LAND ACKNOWLEDGEMENT

THE LAND UPON WHICH WE STAND.

“WE WANT TO ACKNOWLEDGE THAT WE GATHER AS THE NORTHWEST REGIONAL ESD ON THE TRADITIONAL LANDS OF THE **ATFALATI** (TUALATIN/WAPATO LAKE), **NEKELIM** (NEHALEM), **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



Northwest Regional
Education Service District

SEPTEMBER 2020

SUPERINTENDENT REPORT



September 15, 2020

Welcome to a new school year!

NWRESD Virtual In-Service

I want to start by acknowledging and thanking Chair Poelitz for addressing the ESD staff at our virtual inservice on September 1. We started the day with a very well attended benefits session organized by Joseph Hernandez and the HR team, moved into our all-staff meeting with a number of speakers including a student panel facilitated by Naheed Brown, members of our strategic plan development team, Rosa Gilbert and our Migrant Education Team receiving our first ever "Living Our Values" Award from Lisa, and a two hour session on Anti-Racism.

The feedback from the staff was very good, especially considering that we had significant technical difficulties with the platform we attempted to use (called "Run the World"). The tech challenges, while unbelievably frustrating, were a good reminder to all of us that our staff - and teachers across the country and world - will be working with students in very, very challenging conditions. Part of my message to our NWRESD colleagues - reinforced by our student panel - was that we must forge into Comprehensive Distance Learning with a high degree of grace, empathy, patience and flexibility... our students and families will be juggling so many competing demands (including tech issues). All in all, I thought our staff did just that throughout the day - they were forgiving, supportive, and did their very best to stay engaged and contribute to a day of learning.

These comments from our staff via an anonymous survey say it all...

Thank you for so much flexibility in working through the technology challenges. It was good to see everyone model vulnerability in these new spaces. While frustrating, it gave me permission to try my hardest. I was very pleased with the focus on equity and anti-racism: all the way from the top of the organization through the entire staff. I'm proud to work at NWESD. Bravo!

My favorite part of the All Staff Inservice was watching the people organizing the event handle a technology disaster with an enormous amount of poise. Awesome.

Equity information was very helpful. I also appreciated how staff "went with the flow" regarding the technology issues and kept their sense of humor. It was actually reassuring to see that we aren't the only ones who experience these issues as we provide services to our students! We are all trying our best :).

Lauren, Kelsey and Stuart deserve special recognition as they worked behind the scenes, juggling so many challenges as the digital platform just couldn't handle the video traffic.

Some other positive comments from staff:

I thought it was great that there were student panelist who were able to speak and let us know what works for them and what needs improvement, after all they are who we work with day in and day out! Equity and Family Connections was very informational.

The afternoon training in equity and having concrete resources presented was the best part! Our ESD has been talking about this for years and this was the first time I felt like action might come from the talk! Thank you. Also the award section honoring the work of migrant education was super inspiring.

I was deeply moved by the presentations. I'm impressed and inspired by NWRESA's commitment to anti racism. I was so glad to see so much multiculturalism. We often have someone from outside the ESD present on multicultural topics at the in-services. But this year the presenters were from inside our agency and I was so impressed by those who presented! I'm proud to be a part of NWRESA.

The positive attitude of everyone in dealing with unique challenges of the times - but also the issues of technology- The emphasis from the superintendent, and pm time used, on our commitment to the strategic plan and equity - action not just words - and sharing this with the entire ESD family; hearing from students and the equity pm session.

Even in the remote setting, I still walked away feeling inspired and connected to NWRESA! Wonderful job!

Of course, not everyone enjoyed the day and we certainly had our fair share of challenges in a digital setting, but many suggested that we maintain a virtual all-staff into the future to reduce travel. There were also a lot of comments that, because of the ability to participate via the "chat" feature and in small breakout groups, that they felt even more engaged than in the past.

A potential silver lining during this pandemic is that we will be forced to innovate and grow in ways we just couldn't imagine in the past. I expect that many of our traditional practices will change in the future... this just might be one of them.

Strategic Plan

One of the features of our morning session with staff was a [short video about our strategic plan](#) that I'd like to share with the Board.

As we begin to work the plan, we will be forming an internal “Delivery Team” whose purpose will be to ensure overall accountability, progress, and a strong focus on equity. We will ensure that this team is racially diverse and empowered to have authentic impact in the implementation of the Board’s plan. We will continue to report progress to the Board in public forum via our Summative Stocktake Process on a regular basis.

Reopening Schools Update

Last month we formally submitted our plans to the Oregon Department of Education (ODE) and Local Public Health Authorities to open our school year in Comprehensive Distance Learning. For our school age program this means professional development for our staff on how to use Canvas, a learning management system, and how to move their curriculum online and supplement with high quality Open Education Resources (OER). It also means adjusting class schedules to meet students’, families’, and staff needs. We communicated to staff and families that we will be in CDL through at least the first quarter (beginning of November) and will start evaluating three weeks before if our COVID 19 metrics across the state and county are low enough to be able to offer in-person instruction. With revised guidance from ODE we are able to offer very limited in-person instruction if students are not able to make progress in a remote setting. We will be closely evaluating student engagement and progress and make determinations three weeks into school if/which students need limited in-person instruction. There are clearly a bank of health and safety protocols that must be followed before this can happen.

Similar to our school age programs, our itinerant staff (school psychologists, SLPs, OTs, and PTs) will also be providing their services remotely, while closely monitoring engagement and progress to determine if/which students need limited in-person instruction.

Our EI/ECSE program has been working on a program shift before COVID 19 to serve more students in inclusive settings and to focus on parent coaching. We will be using Student Success Act (SSA) funding to make that move more quickly while we are forced, due to COVID 19, to serve children and families remotely. Similar to our school age programs, we will be in CDL through at least the first quarter and EI/ECSE educators will evaluate children’s engagement and progress data to determine if/which children need limited in-person instruction within three weeks of opening.

Support to Districts in Comprehensive Distance Learning

In the last two weeks we launched our professional development (PD) and training series for our staff and the educators across 10 districts in our region. We had 650 educators participate in the first phase of PD called Strong Start. Strong Start was a 3-day series offered last week and repeated this week. While initially our Comprehensive Distance Learning team had planned to focus on both technology and instructional strategies, after the first morning of Strong Start it became clear that we had to pivot to focus almost exclusively on the technology because educators had a lot of concern, anxiety, and questions about how to use Canvas, a learning management system. Our CDL team did a quick and

impressive pivot. While challenging to teach people, with lots of variation in their skills, how to use technology while they are remote, our team delivered. Next week starts our ongoing PD series that will focus on instruction and pedagogy while teaching remotely, with needed technological skill building built in as needed. More information about this ongoing PD series can be found [here](#).

Digital Curriculum

We have contracted with a number of digital tools to support our teachers and staff in their academic work with students. A digital curriculum product, Acellus, was part of our digital tool menu. Acellus has been around for nearly two decades, is accredited and approved by the College Board, and districts in Oregon have used the materials at the secondary level for some time (most Oregon school districts have only used the high school material in the past). With the race to stand up Comprehensive Distance Learning supports, the ESD and its districts are first getting to know the elementary program.

Recently, there have been a number of reports on social media - and specifically out of Hawaii - that this program contains lessons with racist, xenophobic, and/or sexist themes that appear to be coming primarily from the elementary curriculum. The company has claimed that the social media campaign is disingenuous and lessons cited are either not from Acellus or taken out of context. A link to a company statement is here: <https://www.Acellus.com/DrB-message>.

Finding “truth” on the internet is an allusive pursuit; we need to ensure we evaluate this curriculum centering our expertise and shared values, and then make decisions based on facts. Members of our instruction team are presently reviewing the materials and - at the very least - we will be pulling out any questionable content. We are also considering cancelling our contract with the vendor if there is evidence of a more widespread issue across the materials. While there is no perfect packaged curriculum, we will not allow damaging content to be part of our curricula at the ESD.

In addition, we are beginning an internal process to develop specific anti-racist lessons to be used in our Comprehensive Distance Learning programs. We will also share that work with our component districts throughout the year.

Daycare/Childcare for Employees

The Washington County Commission, through the leadership of Chair Kathryn Harrington, votes unanimously to approve over \$5.5m to support child/daycare expansion with a focus on access to educators in addition to other essential workers. The ESD has been highly engaged in convening our districts and the County staffers charged with rolling out the resources. Approximately 40 of our staff have indicated they are concerned about access to quality care as they work to serve our community’s children during working hours. Our component school districts will be receiving these funds directly and our staff will have additional options for quality care.

Additionally, according to Washington County Childcare Resource and Referral, there are still slots available for people looking for daycare. Our staff who want daycare/childcare should call the 211 hotline for referrals: <https://www.unitedwayofwashingtoncounty.org/2-1-1>.



Northwest Regional
Education Service District

SEPTEMBER 2020

GOOD NEWS & RECOGNITION



5825 NE Ray Circle Hillsboro,
OR 97124-6436

September 8, 2020

To Dr. Mariana Zaragoza, Marina Alvarez and the Diverse Educator Pathways Internship Program, including interns Wendy Echeverría García, University of Oregon (Hillsboro SD); Wilmer Diaz, Portland Community College (Tigard-Tualatin SD); Andrasis Navarrete, Western Oregon University (Tigard-Tualatin SD); Anthony Ramirez, Portland Community College (Beaverton SD); Eddy Sanchez, Portland Community College (Tigard-Tualatin SD); Erick Velasquez, Western Oregon University (Beaverton SD):

It is my pleasure to inform you that the Northwest Regional Education Service District Board of Directors would like to recognize you for your display of our values (Student Success, Partnership, Equity and Innovative Service) and your work to advance educator diversity in our region.

Your summer internship program demonstrated incredible partnership by supporting not only Diverse Educator Pathways' mission, but also the missions of the Migrant Education Program, the STEM Hub, the EL Hub and the Northwest Regional ESD Foundation. Your work to advance educational equity serves as an example for educational institutions across the region.

We respectfully request your attendance at our next board meeting at 6:15 p.m. on Tuesday, September 15, scheduled to take place virtually. We look forward to having the opportunity to personally thank you. 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,

A handwritten signature in blue ink, appearing to read "Dan Goldman", with a stylized flourish at the end.

Dan Goldman
Superintendent

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5825 NE Ray Circle
Hillsboro, OR 97124-6436



Northwest Regional
Education Service District

SEPTEMBER 2020

CONSENT AGENDA



Northwest Regional Education Service District

September 15, 2020

TO: Board of Directors

FR: Dan Goldman, Superintendent

RE: September 15 Consent Agenda

EXPLANATION: Consent Agenda as follows

- A. Approval of August Minutes
- B. Approval of Personnel Report

PRESENTER(S): Dan Goldman, Superintendent

SUPPLEMENTARY MATERIALS:

RECOMMENDATION: Approve the consent agenda.

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



Northwest Regional Education Service District

September 15, 2020

TO: Board of Directors

FR: Lauren Slyh O'Driscoll, Board Secretary

RE: August 2020 Meeting Minutes

EXPLANATION: Please find the attached August 2020 Work Session and Regular Meeting Minutes.

PRESENTER(S): Consent Agenda

SUPPLEMENTARY MATERIALS: August 12, 2020 Work Session and Regular Meeting Minutes

RECOMMENDATION: Approve as presented in the consent agenda.

PROPOSED MOTION: I move to approve the August 12, 2020 minutes as presented/amended.



Northwest Regional Education Service District

**Welcome to this Public Meeting of the
NWRESD Board of Directors
Worksession Minutes**

**August 12, 2020
9:00 - 12:00
Virtual Meeting**

9:00 AM

1. CALL TO ORDER

Present: Karen Cunningham, Tony Erickson, Marilyn McGlasson, Lisa Poehlitz, Chris Riley, Ross Tomlin

Chair Cunningham called the meeting to order at 9:05am.

2. REVIEW/REVISION OF AGENDA

No revisions

3. WORK SESSION TOPICS

A. Recentering our Purpose

Board members shared their purpose for serving on the board, along with the personal and professional challenges of COVID19 and working in a virtual/remote environment.

B. Reopening Schools Report

Superintendent Goldman welcomed Deputy Pope to the work session and recognized her work leading the ESD in reopening planning. Deputy Pope presented the Board with the Reopening Schools Report.

Director Tomlin asked if students are required to wear masks for the whole day or if they can remove them when physically distanced, referenced on Slide 12? Deputy Pope and Superintendent Goldman confirmed that everyone will be required to wear their masks at all times.

Deputy Pope answered questions about the online curriculum and online learning platform. Director McGlasson asked how the ESD will serve children with disabilities. Deputy Pope shared that there will be some exceptions for highly impacted children, but the ESD is focusing on Comprehensive Distance Learning for all students. The ESD is serving similarly to a telehealth organization in the current environment.

Chair Cunningham asked how Early Childhood education is being addressed. Deputy Pope shared that the ESD is using this current scenario to learn to provide consultation services with classroom teachers, students, and parents.

Chair Cunningham thanked Deputy Pope for her presentation.

-Break-

Chair Cunningham adjourned to short recess at 10:03

Chair Cunningham called the meeting to order at 10:13 and made a modification to the agenda to discuss Superintendent Goldman's 2020-21 Goals and 2020-21 Board Goals.

C. 2020-21 Goal Setting

A. Superintendent Goals: [2020-21](#)

Superintendent Goldman presented the board with his goals for 2020-21. The board had no additional comments and will review for adoption during the regular session.

B. [Board Goals](#)

Board members discussed goals for 2020-21. Discussion included:

Professional Development opportunities in Equity, Commitment to Board/SuperWorking Agreements, Team Building activities, program presentations.

E. [Board/Superintendent Working Agreements](#)

Chair Cunningham welcomed Vincent Adams, Board Specialist with the Oregon School Board Association, to provide a presentation on the roles and working agreements of the Board and Superintendent. Robust discussion included the importance of adhering to the agreements to build trust and communication throughout the organization, and respectfully hold one another accountable.

Superintendent Goldman thanked Mr. Adams for his time.

F. [NWRESD Organization](#)

Superintendent Goldman presented the organization chart. Director Riley recognized Brian Bain as an excellent hire after her work with him through her role on the Gaston School Board.

G. [Committee Assignments](#)

Chair Cunningham entertained a discussion of assignments for 2020-21 Committees.

4. ADJOURN

The work session was adjourned at 11:52am.



Northwest Regional Education Service District

**Welcome to this Public Meeting of the
NWRESD Board of Directors
Regular Meeting Minutes**

**August 12, 2020
Virtual Meeting**

-
- 12:30 PM**
1. **CALL TO ORDER** Chair Cunningham
Board: Karen Cunningham, Tony Erickson, DaWayne Judd, Marilyn McGlasson, Lisa Poehlitz, Chris Riley, Ross Tomlin

 2. **PLEDGE OF ALLEGIANCE / LAND ACKNOWLEDGEMENT** Chair Cunningham

 3. **ELECTED BOARD MEMBER OATHS**
 - A. [Zone 1: Christine Riley](#)
Chair Cunningham entertained a motion by Director McGlasson to approve Christine Riley as presented. The motion was seconded by Director Poehlitz and approved unanimously. Director Riley took the board member oath.

 - B. [Zone 3: Lisa Poehlitz](#)
Chair Cunningham entertained a motion by Director Riley to approve Lisa Poehlitz as presented. The motion was seconded by Director McGlasson and approved unanimously. Director Riley took the board member oath.

ELECTION OF BOARD CHAIR/VICE CHAIR

 - A. [Election of Board Chair](#)
Chair Cunningham entertained a motion by Director Riley to approve Vice Chair Poehlitz as 2020-21 Board Chair. The motion was seconded by Director McGlasson and approved unanimously. Chair Poehlitz took the board chair oath.

 - B. [Election of Board Vice Chair](#)
Chair Poehlitz entertained a motion by Director McGlasson to nominate Director Erickson as the 2020-21 Vice Chair. The motion was seconded by Director McGlasson and approved unanimously. Vice Chair Erickson took the board vice chair oath.

 4. **AGENDA REVIEW/REVISION** Chair Poehlitz
Chair Poehlitz entertained a motion by Director McGlasson to add Action Item 10D: Approval of 2020-21 Board/Super Working Agreements. The motion was seconded by Director Cunningham and approved unanimously.

 5. **SUPERINTENDENT REPORT** Dan Goldman
Superintendent Goldman presented his August 2020 Superintendent Report.

 6. **COMMUNICATIONS TO THE BOARD/PUBLIC COMMENT** Chair Poehlitz
N/A

 7. **CONSENT AGENDA**

- A. [Approval of June Minutes](#)
 - B. [Approval of Personnel Report](#)
 - C. [Approval of 2020-21 Superintendent Goals](#)
 - D. [Approval of 2020-21 Board Goals](#)
 - E. [Adoption of 2020-21 Board Committees](#)
 - F. [Approval of Designations, Authorizations, and Appointment for 2020-21](#)
- Addition: 10D. [Approval of 2020-21 Board/Super Working Agreements](#)

Chair Poehlitz entertained a motion by Director McGlasson to approve the consent agenda with the addition of Item 10D. The motion was seconded by Director Tomlin and approved unanimously.

Director Judd left the meeting.

9. REPORTS AND DISCUSSIONS

Sharif Liwaru

A. [First Reading: Resolution To Appoint Board Equity Policy Advisory Committee](#)
 Director Liwaru presented the first reading of the Resolution to appoint the Board Equity Policy Committee.

B. [Financial Updates](#)

Tami Montague

CFO Montague presented updates to the 2020-21 budget.

10. ACTION ITEMS

Sarah Pope & Sharif Liwaru, Dan Goldman

A. [Adoption of 2020-25 Strategic Plan](#)

Chair Poehlitz entertained a motion by Director Tomlin to approve the Strategic Plan as presented. Director Tomlin stated the plan is very strong and he is happy to make the motion. The motion was seconded by Director McGlasson and approved unanimously.

B. [Approval of 2020-2023 Licensed Collective Bargaining Agreement](#)

Joseph Hernandez

Chair Poehlitz entertained a motion by Director Riley to approve the 2020-23 Licensed Collective Bargaining Agreement as presented. The motion was seconded by Director Tomlin and approved unanimously.

C. [Approval of 2019-21 Confidential MOA](#)

Joseph Hernandez

Chair Poehlitz entertained a motion by Director Riley to approve the 2019-21 Confidential MOA as presented. The motion was seconded by Director Tomlin and approved unanimously.

~~D. [Approval of 2020-21 Board/Super Working Agreements](#)~~

Moved to consent agenda

11. GOOD OF THE ORDER

Chair Poehlitz

N/A

12. ADJOURN

The meeting was adjourned at 1:23pm.

Chair Poehlitz

EXECUTIVE SESSION:

Present: Karen Cunningham, Tony Erickson, DaWayne Judd, Marilyn McGlasson, Lisa Poehlitz, Chris Riley, Ross Tomlin

Chair Poehlitz called the executive session to order at 1:30pm.

(ORS 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.

ADJOURN

The meeting was adjourned at 1:41pm.



Northwest Regional Education Service District

September 15, 2020

TO: Board of Directors

FR: Joseph J. Hernandez, Chief Human Resources Officer

RE: Personnel Report

EXPLANATION: Please see attached personnel report prepared by Kathy Fernandez.

PRESENTER(S): Joseph J. Hernandez

SUPPLEMENTARY MATERIALS: Additional comments can be provided to the board at the meeting on September 15, 2020.

RECOMMENDATION: N/A

PROPOSED MOTION: Move to accept the personnel report as presented in consent agenda

Northwest Regional Educational Service District
August 11, 2020 – September 10, 2020
MONTHLY PERSONNEL REPORT

The Human Resources Department reports to the Board of Directors the following:

A. Resignation/Termination of the following Administrative personnel:

Kendra Staley

Assignment: Principal

Location: Cascade Academy

Effective Date: August 14, 2020

Years of Service: 15 years

B. Resignation/Termination of the following Licensed personnel:

Nicole Costello

Assignment: Reconnecting Student Specialist

Location: Washington Service Center

Effective Date: September 4, 2020

Years of Service: 6 months

C. Resignation/Termination of the following Classified personnel:

Christina Larson

Assignment: ASL Instructional Assistant 1:1

Location: Groner Elementary

Effective Date: August 14, 2020

Years of Service: 1 year

D. Layoff of the following Classified personnel:

Name	Primary Job Title	School Location	Term Date	Years of Service
BALDWIN, JONATHON E	Instructional Assistant	Pacific Academy	8/12/2020	1.96
CUMMINGS, EMILY	Instructional Assistant	Columbia Academy	8/12/2020	1.57
HANNA, MATTHEW	Instructional Assistant	Pacific Academy	8/12/2020	0.98
PHILLIPS, EMILY	Instructional Assistant	Columbia Academy	8/12/2020	1.59
STEWART, TRISTAN J	Instructional Assistant	Cascade Academy	8/12/2020	1.96
O'MEARA, MARGARET	Instructional Assistant	Levi Anderson	8/12/2020	1.48
WEITZEL, NOAH	Instructional Assistant	Columbia Academy	8/12/2020	1.54
WHITNEY, MARIANNA	Instructional Assistant	Pacific Academy	8/12/2020	1.96
SWEENEY, PATRISHA	Instructional Assistant	Pacific Academy	8/12/2020	0.96

E. Employment of the following Licensed personnel for the 2020-21 school year:

Katelyn Beeler

Assignment: Early Childhood Education Specialist

Location: Tillamook Service Center

Effective Date: September 1, 2020

Luisa Hernandez

Assignment: Early Childhood Education Specialist

Location: Tillamook Service Center

Effective Date: September 1, 2020

F. Employment of the following Classified personnel for the 2020-21 school year:

Mary Robertson

Assignment: Service Center Administrative Assistant

Location: Clatsop Service Center

Effective Date: August 31, 2020

Amanda Casian

Assignment: Migrant Recruiter/Family Engagement Specialist

Location: Washington Service Center

Effective Date: September 1, 2020

Andrea Gonzalez

Assignment: Migrant Recruiter/Family Engagement Specialist

Location: Washington Service Center

Effective Date: September 1, 2020

G. Recall of the following Classified personnel for the 2020-21 school year:

Name	Primary Job Title	School Location	Recall Date
AKINS, LORETTA	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
ANDERSON, DEANNA	Instructional Assistant	EI/ECSE - Washington Service Center	8/12/2020
ARIZPE-GONZALE, ERICK	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
BAELE, MELISSA	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
BALDWIN, JONATHON E	Instructional Assistant	Pacific Academy	8/20/2020
BARRAZA OLAIS, LAURA INES	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
BOISVERT, PEGGY	Instructional Assistant	Broadway Middle School	8/12/2020
BRADFORD, ALYSHA	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
BUSWELL, SARAH M	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
CARLSON, TAMMIE L	Instructional Assistant	St Helens Preschool	8/12/2020
CUMMINGS, EMILY	Instructional Assistant	Columbia Academy	8/20/2020
DESSERT, ROGER	Instructional Assistant	Day Treatment Program	8/12/2020
EATON, HEIDI	Instructional Assistant	Gray Elementary	8/20/2020
ERLANDSON, CARRIE	Instructional Assistant	St Helens Preschool	8/12/2020
FELDMANN, JULIE	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
FINLEY, RENEE D	Instructional Assistant	St Helens Preschool	8/12/2020
GARFIAS, VERONICA L.	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
GOMEZ, RHONDA L	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
GRIFFIN, KARAH	Instructional Assistant	Clatsop Service Center	8/12/2020
GURUNG-SATO, YANGCHEN	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
HARRELL, MAGDALENE	Instructional Assistant	Tillamook Service Center	8/12/2020
HENDERSON, KIMBERLEE	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
HENDRIX, KATHRYN A	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
HOFER, PAMELA	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
HOTMAN, SUSAN	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
LAMBAREN, HERLINDA	Instructional Assistant	Tillamook Service Center	8/12/2020

Recalled Classified personnel continued:

Name	Primary Job Title	School Location	Recall Date
MCCOY, STEFANIE	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
LUKOVENKO, TATYANA	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
MALLER, CYNTHIA L	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
MCPHERRAN, MICHELLE	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
MONTES, NICOLE	Instructional Assistant	Washington Service Center	8/12/2020
MORSE, TERESA	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
NASH, ROSE A	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
NEALE, VICTORIA	Instructional Assistant	Clatsop Service Center	8/12/2020
NEVES, JACOB	Instructional Assistant	Cascade Academy	8/12/2020
NOLASCO, MICHELLE	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
PEREZ, MARTA J	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
PHILLIPS, EMILY	Instructional Assistant	Columbia Academy	8/20/2020
PLUMMER, TRACIE	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
PUMPHREY, PAMELA	Instructional Assistant	St Helens Lewis & Clark Elementary	8/12/2020
RODRIGUEZ, ALLISON	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
ROFINI, SHARI	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
ROUND, CLAUDIA	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
SALSE, LAURIE	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
SANTOYO, SILVIA	Instructional Assistant	Beaverton Early Childhood Center	8/20/2020
SCHROEDER, LINDA	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
SCOTT, JENNIFER L	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
SHEARER, CHERIE	Instructional Assistant	Tualatin Early Childhood Center	8/12/2020
SONG, JOY N	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
STEWART, TRISTAN J	Instructional Assistant	Cascade Academy	8/20/2020
STRIEFF, LAUREL A	Instructional Assistant	Hillsboro Early Childhood Center	8/12/2020
TARABOCHIA, JULIE	Instructional Assistant	Beaverton Early Childhood Center	8/12/2020
TERHAAR, KIMBERLYN	Instructional Assistant	EI/ECSE - Washington Service Center	8/12/2020
WEITZEL, NOAH	Instructional Assistant	Columbia Academy	8/20/2020
WHITNEY, MARIANNA	Instructional Assistant	Pacific Academy	8/20/2020
WINNINGHAM, SUSAN A	Instructional Assistant	Levi Anderson Learning Center	8/12/2020

A. Limited Term/Seasonal personnel for the 2020-21 school year:

Name	Primary Job Title	Department	Start Date
BAILEY, ELIZABETH F	Teacher - Limited Term	ORVED	8/1/2020
BERG, KATELYN D	Teacher - Limited Term	ORVED	8/1/2020
BINGHAM, NATALIE	Teacher - Limited Term	ORVED	8/1/2020
BINGHAM, SETH A	Teacher - Limited Term	ORVED	8/1/2020
BONSER, LYNN	Teacher - Limited Term	ORVED	8/1/2020

Season/Limited Term personnel continued:

Name	Primary Job Title	Department	Start Date
BREWER, KEVIN W	Teacher - Limited Term	ORVED	8/1/2020
COUGHRAN, JOSIAH P	Teacher - Limited Term	ORVED	8/1/2020
COVACIU, SHARON L	Teacher - Limited Term	ORVED	8/1/2020
COYLE, SARAH J	Teacher - Limited Term	ORVED	8/1/2020
EIDEMILLER, CHRISTOPHER R	Teacher - Limited Term	ORVED	8/1/2020
HOLMSTEDT, SCOTT	Teacher - Limited Term	ORVED	8/1/2020
HUMMEL, TIM	Teacher - Limited Term	ORVED	8/1/2020
KLAUSMAN, MICHAEL	Teacher - Limited Term	ORVED	8/1/2020
LONGO, LUCINDA M	Teacher - Limited Term	ORVED	8/1/2020
LORD-GARRETTSON, MOLLY S	Teacher - Limited Term	ORVED	8/1/2020
MCMANUS, HEIDI M	Teacher - Limited Term	ORVED	8/1/2020
OSORIO, ERICA M	Teacher - Limited Term	ORVED	8/1/2020
OSORIO, JOSE E	Teacher - Limited Term	ORVED	8/1/2020
RYAN, SCOTT	Teacher - Limited Term	ORVED	8/1/2020
SCHMIDT, BRYAN W	Teacher - Limited Term	ORVED	8/1/2020
SWEDMAN, BAIRD	Teacher - Limited Term	ORVED	8/1/2020
TAYLER, GARRATT M	Teacher - Limited Term	ORVED	8/1/2020
YOUNG, RANADA R	Teacher - Limited Term	ORVED	8/1/2020



Northwest Regional
Education Service District

SEPTEMBER 2020

ADMINISTRATIVE REPORTS



COMMUNICATIONS BOARD REPORT

Prepared by Kelsey Cardwell

September 2020

Website Redesign

The most relevant strategy in the 2020-2025 Strategic Plan for the communications department is 5.2, "Design and implement a family partnership communication framework." NWRESD.org will provide the structural foundation for a communications framework. The communications department is facilitating a website redesign process with a launch anticipated for October/November 2020.

The new website will meet several objectives:

- ADA/Web Content Accessibility guidelines ensuring people with disabilities can use our site while also protecting us against OCR complaints.
- Dynamic content (i.e. news/blog, calendar, social media) on the homepage will keep visitors up-to-date on our strategic goals.
- A consistent and coordinated look and feel across all programs, so visitors can understand the breadth of our services and NWRESD can demonstrate our collaborative spirit toward our mission/vision. (NWRESD programs currently manage more than a dozen unique websites, with very little consistency or coordination.)

This month, more than 20 program support staff attended a three hour training session on website accessibility guidelines. Staff were overwhelmed by the information, especially as it relates to the significance in not meeting guidelines (legal and human impact). It will take a significant shift in practice to comply with guidelines, and staff were grateful to be receiving support.

External Newsletter

This month, the communications department is launching an external newsletter that will be sent to school district leadership, NWRESD staff, and community partners. As we head into the first year of a new strategic plan, this new tool will help us communicate the commitments we have made to the communities we serve and the progress toward our goals.



Northwest Regional Education Service District

SPECIAL STUDENT SERVICES

Early Intervention/Early Childhood Special Education

September 2020

Monthly Board Report

For more information, please contact Nancy Ford, nancyf@nwresd.k12.or.us

With the return of the EI/ECSE team working remotely in September, the program will be implementing new curriculum and platforms for children and their families. On September 2nd, an all day in-service was held with staff. During the day the staff learned about the program improvement plan, survey and findings from empathy interviews with parents, the importance of family engagement and Comprehensive Distance Learning Plans. In the afternoon, staff were provided training on effective use of Zoom with families as well as the expectations for providing service to children and their families.

During the week of September 8th, staff started off with their team meetings and learning about the new Individualized Family Service Plan Guidance from the Oregon Department of Education as we continue in providing distance learning.

A two day training has been provided to staff on SOLS (STAR Online Learning System) supplemental curriculum. SOLS is a synchronous remote learning curriculum founded in evidence-based practices and designed for students with autism and other developmental needs from early childhood to post-secondary. As a synchronous remote learning platform, SOLS offers real-time teaching from a trained instructor while maintaining an IFSP-driven curriculum. It gives students with developmental disabilities equal access to education. In addition to the two day training, coaching sessions will be provided to staff as they are learning to implement SOLS regularly with families.

The EI/ECSE has also implemented utilizing Seesaw as a way to engage parents and their children in learning. Teachers can create activities to share with their students, students work can be captured in a portfolio, and teachers can use it to communicate with parents. The program is working with families to insure all families have access to technology for the use of both Seesaw and SOLS.

In October and again in January, two cohorts of staff will be provided training in Project Impact (Improving Parents as Communication Teachers). Project Impact is a parent training program that teaches parents to promote their child's social-communication skills during daily routines and activities. The program uses a blend of developmental and naturalistic behavioral intervention strategies to teach social engagement, language, imitation, and play. Developmental techniques are taught first to promote parent responsiveness and improve social reciprocity. Naturalistic behavioral techniques are taught next as a way of teaching specific language, imitation, and play behaviors. The program uses methods for teaching parents, including written and spoken descriptions of techniques, videotaped examples, homework and parent practice with coaching.



September 2020

NWRESD Budget – and the Strategic Plan

The fiscal team responsibility in the board adopted Strategic Plan is focused on budget control and resource alignment. Throughout this fiscal year we will implement tools and processes to support this goal. Firstly, board reports will look a little different (beginning this month) providing projections for revenues and ending fund balance by fund group as well as for expenditures. In October a collaborative Fiscal and HR team will begin implementation of software modules to improve position control and workflow of electronic personnel action request (PAR) forms.

Fiscal Services

The fiscal office remains full-time through every summer and it is always a busy time for our team as we close prior year books while also getting things set up and ready for the new fiscal year. This year was particularly busy as the fiscal team worked remotely, provided ongoing support for the Work Share program, and to HR for lay-off and recall implementation.

Audits

By the end of September all audit field work will be completed for the ESD as well as for several of our component districts which contract with us to provide that service. So far things look good and are progressing nicely. We value our good working relationship with the audit firms our districts contract with, and have developed a smooth system of managing the process from the start of interim testing, through final field work and draft reports and finally to the board presentations. Audit reports are being reviewed and finalized and will be presented to various boards between now and January

Payroll

Payroll staff have been setting up the ESD and the 10 other districts/charter schools that contract with us for payroll services. This includes verifying calendars, reviewing new employee benefit enrollment forms, updating payroll deductions, and calculating prorated insurance caps and incentives. It is a time intensive process that requires much attention to detail. The accounting managers working in districts also support this work. The next crunch of activity is to verify and update all employee health insurance choices for the new plan year that begins with the October payroll.

2021-22 Local Service Plan

Work on the 2021-22 Local Service Plan will begin by the end of the month in anticipation of the November planning meeting with Regional Superintendents.



HUMAN RESOURCES BOARD REPORT

Prepared by Joseph Hernandez

September 2020

Strategic plan updates:

With the adoption of the recent strategic plan for the next five years (2030-2025), HR has been tasked with many elements that will aid in moving towards equitable practices within our agency. Notably, we are tasked with diversifying the recruitment process through strategic goal 1.4. This work is critical and will be rolled out in various ways through partnerships and collaboration. Examples include:

- Collaborate with communications to utilize social media platforms for job posts
- Create an anti-bias training for staff that will facilitate the interview process
- Create trainings that support retention and promotion of people of color
- Partner with local colleges/universities to diversify recruitment efforts

Transformative HR Practices that support the Regional Educator Network (REN) Project:

Purpose of Northwest REN: *To implement equitable support for all teachers along all stages of career continuum.*

The CHRO has partnered with the Regional Educator Network Coordinator in moving change ideas forward.

General change idea principles

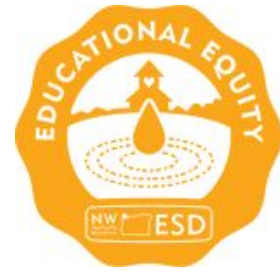
- Partner with a consultant to work with Northwest Regional ESD Chief Human Resources Officer to move towards implementing equity practices within the department, agency, and surrounding districts
- Initiatives develop and support BIPOC educators/administrators as leaders in improvement work
- Proposed change ideas fit into an already existing system and help shift system around continued barriers to change
- Develop empirical evidence at every step to guide subsequent improvement cycles

Other HR News:

HR was tasked with putting together a series of vendors for an optional benefit session on the day of the all-staff in-service that took place on Tuesday, September 1st. As the CHRO, I worked with nine vendors to secure times for session overviews. This ties directly to a commitment to wellness initiatives outlined in the strategic plan. Overall, the feedback has been good regarding the access to health and wellness information in the benefit sessions.

September 2020

Equity and Family Partnerships Administrative Report



Introduction

The Office of EFP purpose is to deepen NWRESD's commitment to equity and antiracism.

Strategic Plan

With the adoption of the 2020-2025 Strategic Plan, we have started work on identifying tactics and steps to accomplish the strategies of the Strategic Plan goals.

Policy Committee

One of the first actions was to propose a resolution for board adoption. This resolution would approve the formation of a diverse Equity Policy Review Committee to conduct policy and procedural reviews to eliminate practices that perpetuate inequities and systemic racism.

Equity Learning Teams

We seek to support NWRESD staff in identifying/disrupting inequitable and disproportionate systems across our region through the development of intensive Equity Learning Teams. We are building the frameworks to establish these at NWRESD schools, sites, and departments to support continuing professional learning for all staff and inform policies, practices, and decision-making.

Regional Racial Equity Learning and Partnerships

To enhance collaboration within our region for antiracism, we are developing partnerships with stakeholders to maintain a special focus on solutions to dismantle racism.

Our partnership within the Cascade Alliance For Equity continues and plans are developing to provide a virtual environment for equity PD across the greater region of the six counties.

BIPOC Affinity

Equity Professional Development Specialist Yashica Island continues to lead our Equity Affinity group with two other staff members. Members of this group convened three times in July to review the Strategic Plan and offer valuable feedback that was adopted in August.

Submitted by:

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



Northwest Regional Education Service District

TECHNOLOGY BOARD REPORT

Prepared by Stuart Long

Comprehensive Distance Learning Support

The Technology Services department and the team at CTA has worked quickly over the past month to support the needs of both the districts we serve and also our internal staff as we all move to implement Comprehensive Distance Learning before the start of school.

At the ESD we are currently deploying the following new services or systems in support of this transition:

- **Canvas** - Learning Management System (LMS) for K12 SPED students to access courses.
- **Seesaw** - LMS for EI/ECSE students.
- **Zoom** - Video conferencing for all staff.
- **DocuSign** - Collecting digital signatures for documents (IEP/IFSP, etc) and contracts.
- **Internet based phone** - Allowing staff to make calls from their work number at home.
- 200 Chromebooks and 150 iPads (both on backorder) for students without access to technology.
- 200 wireless hotspots for students (and select staff) needing access to the Internet.
- Conducted ten training sessions for returning staff to familiarize them with the new tools and will be adding future workshops after the start of school.

In addition to work above we are also partnering with Instructional Services to assist ten of our regional districts to set up their Canvas LMS, course content, integrating multiple major technology systems, and the training of staff and teachers. Participating districts include:

Banks	Scappoose
Clatskanie	St. Helens
Gaston	Vernonia
Knappa	Seaside
Nestucca	Tillamook



Northwest Regional
Education Service District

SEPTEMBER 2020

ACTION ITEMS



Northwest Regional Education Service District

September 15, 2020

TO: Board of Directors

FR: Sharif Liwaru, Director of Equity and Family Partnerships

RE: Resolution To Appoint Board Equity Policy Advisory Committee: Second Reading

EXPLANATION: Board resolution to create and develop a Board Equity Policy Advisory Committee to address matters related to discrimination, racism, or prejudice, to promote ideas of organizational anti-racism, and to make policy revision and creation recommendations to the Board.

PRESENTER(S): Sharif Liwaru & Dan Goldman

SUPPLEMENTARY MATERIALS: Draft Resolution and Policy Review Process Flow Chart

RECOMMENDATION: N/A

PROPOSED MOTION: "I move to adopt Resolution 20-001 as presented.

RESOLUTION NO. 20 - 001

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT IN CLATSOP, COLUMBIA, TILLAMOOK, AND WASHINGTON COUNTIES, OREGON AUTHORIZING THE CREATION OF A BOARD EQUITY POLICY ADVISORY COMMITTEE

WHEREAS, Northwest Regional Education Service District (NWRES D) is committed to equity, anti-racism, and the success of each and every student; and

WHEREAS, we focus on attaining student outcomes that are not predicted by race, ethnicity, family economic status, mobility, language, country of origin, gender, gender expression, sexual orientation, disability, or zip code; and

WHEREAS, the murder of unarmed Black men and women around the country has prompted a nation-wide call for change; and

WHEREAS, the Board of Directors (the “Board”) stands in solidarity with its students and community to declare that the lives of Black students and Black people matter; and

WHEREAS, the Board’s declaration that the lives of Black students and the Black community matter does not negate the commitment to serve all students but rather reaffirms the Board’s commitment to addressing the disparities and inequity of different student groups including students of color; and

WHEREAS, the formulation and adoption of policies, recorded in writing, will constitute the basic method by which the Board will exercise its leadership in the operation of the NWRES D; and

WHEREAS, the Board has the authority and responsibility to establish policy and create from time to time committees as it may deem necessary or expedient to accomplish a specific but limited purpose.

NOW, THEREFORE BE IT RESOLVED, the Board of Directors of the Northwest Regional Education Service District will create and develop an Equity Policy Advisory Committee to address matters related to discrimination, racism, or prejudice, to promote ideas of organizational anti-racism, and to make policy revision and creation recommendations to the Board to accomplish these goals.

SECTION 1. AUTHORITY

The Equity Policy Advisory Committee will make recommendations to the Board focused on racial equity in policies and practices.

SECTION 2. GOALS

The Equity Policy Advisory Committee will

- a. gather promising practices and tools from across the country.
- b. establish clear, consensus-based recommendations on best policy and practices to advance the equity and inclusion efforts across the organization.
- c. audit district policies with an equity lens and anti-racism focus
- d. assess and recommend consistent policies regarding anti-racism, diversity, equity, inclusion and sovereignty
- e. support strategies for staff recruitment, hiring, on-boarding, retention and promotion through an equity lens

SECTION 3. MEMBERSHIP

The Equity Policy Advisory Committee shall be made up of a minimum of two board members, but no more than three. Further, the Equity Policy Advisory Committee shall have a total membership of no less than seven members and no more than ten members to be composed of board members, staff, community, and leaders within the region. Appointment of staff members, when appropriate, will be made by the Superintendent. Additionally, the Board may provide for the method of appointing other members to the committee.

SECTION 4. EFFECTIVE DATE

This Resolution is effective immediately upon adoption.

ADOPTED by the Board of Directors of the District this 15th day of September, 2020.

NORTHWEST REGIONAL EDUCATION SERVICE
DISTRICT, CLATSOP, COLUMBIA, TILLAMOOK,
AND WASHINGTON COUNTIES, OREGON

By: _____
Chair

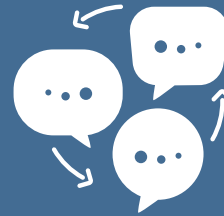
ATTEST:

By: _____
Superintendent



Northwest Regional Education Service District

Policy Review Process



1

**CHIEF HUMAN
RESOURCE
OFFICER
RECEIVES
QUARTERLY
POLICY UPDATES
FROM OSBA.**

2

**CHIEF HUMAN
RESOURCE OFFICER
CONVENES
INTERNAL POLICY
COMMITTEE FOR
ORGANIZATION AND
INITIAL REVIEW.**

3

**DIRECTOR OF EQUITY &
FAMILY PARTNERSHIP
CONVENES BOARD
EQUITY POLICY
REVIEW ADVISORY
TO MAKE
RECOMMENDATIONS
TO ADMINISTRATION.**

4

**CHIEF HUMAN
RESOURCE
OFFICER PRESENTS
REVISED BOARD
POLICIES TO
BOARD FOR FIRST
READING AND
SUBSEQUENT
MOTION.**



Northwest Regional Education Service District

September 15, 2020

TO: Board of Directors

FR: Superintendent Goldman

RE: 2020-2021 Board Committees

EXPLANATION:

As discussed in the August 2020 work session, I followed up with Member Bruce to discuss her assignment to a 2020-2021 Board Committee. Member Bruce respectfully requested her name be added to the Board Equity Policy Advisory Committee. As Vice Chair Erickson was assigned to 3 committees, it is my recommendation his name be replaced with Member Bruce.

PRESENTER(S): Superintendent Goldman

SUPPLEMENTARY MATERIALS: Please see attached Board Committee List

RECOMMENDATION:

The administration recommends approving the 2020-21 Board Committee List as amended.

PROPOSED MOTION:

I move we approve the 2020-21 Board Committee List as amended.

Board Committees	2019-20	2020-21
Audit & RFP	Members	Members
<i>Lead Staff: Tami Montangue, CFO</i>	Lisa Poehlitz	Lisa Poehlitz
	DaWayne Judd	DaWayne Judd
	Ross Tomlin	Ross Tomlin
Board Equity Policy Advisory Committee (Formerly Policy Committee)	Members	Members
<i>Lead Staff: Sharif Liwaru, Director of EFP Joseph Hernandez, CHRO</i>	Karen Cunningham	Karen Cunningham
	DaWayne Judd	DaWayne Judd
	Tony Erickson	Renee Bruce
Negotiations	Members	Members
<i>Lead Staff: Joseph Hernandez, CHRO</i>	Tony Erickson	Tony Erickson
	Dave Hollandsworth	Karen Cunningham
	Chris Riley	Chris Riley
	<i>Alternate: Lisa Poehlitz</i>	<i>Alternate: Marilyn McGlasson</i>
Superintendent Evaluation (Membership Includes Board Chair and Vice Chair)	Members	Members
<i>Lead Staff: Lauren Slyh O'Driscoll, Board Secretary</i>	Chair: Karen Cunningham	Chair: Lisa Poehlitz
	Vice: Lisa Poehlitz	Vice: Tony Erickson
	Marilyn McGlasson	Marilyn McGlasson
	Chris Riley	Chris Riley
NWRESD Board Representatives	Members	Members
<i>NWRESD Foundation</i>	Chris Riley	Chris Riley
	<i>Alternate:</i>	<i>Ross Tomlin</i>
<i>Oregon Association of ESDs</i>	Dave Hollandsworth	Dave Hollandsworth



Northwest Regional Education Service District

September 16, 2020

TO: Board of Directors

FR: Tami Montague, CFO

RE: Adopt and Appropriate Supplemental Budget

EXPLANATION: At a special legislative session on August 10, 2020, additional revenue was allocated to the Oregon Department of Education to distribute to K-12 educational entities. As a result, NWRESD will receive more revenue from local districts, state contracts, and federal emergency funds than anticipated when the operating budget was originally adopted in June 2020. This Supplemental Budget is required to give the agency legal authority to spend the additional revenue.

Oregon Budget Law (ORS 294.471 1c) allows for changes to an operating budget after adoption specifically when additional revenue becomes available. Because this supplemental budget will adjust fund expenditures by 10 percent or less, the supplemental budget may be adopted at a regularly scheduled meeting of the governing body. The budget committee is not required to be involved since the board will not impose additional taxes.

PRESENTER(S): Tami Montague

SUPPLEMENTARY MATERIALS: Resolution to Adopt & Appropriate Supplemental Budget Authority

RECOMMENDATION: The administration recommends the Board of Directors adopt the Supplemental Budget as presented.

PROPOSED MOTION: “BE IT RESOLVED, that for fiscal year beginning July 1, 2020, the Board of Directors of Northwest Regional ESD, pursuant to ORS 294.471 (1.c) referencing additional funds made available by local, state and/or federal governments not foreseen when the budget was originally adopted, hereby, adopts and appropriates this Supplemental Budget in the amounts indicated herein.”

**NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT
RESOLUTION TO ADOPT & APPROPRIATE SUPPLEMENTAL BUDGET AUTHORITY**

**2020-21
BUDGET**

General Fund

Revenue Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Local Revenue	\$ 16,069,400	\$ -	\$ 16,069,400
State Revenue	35,009,614	2,996,386	38,006,000
Transfers In	397,000	-	397,000
Beginning Fund Balance	3,900,000	1,040,842	4,940,842
Total	\$ 55,376,014	\$ 4,037,228	\$ 59,413,242

Expenditure Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Support Services	\$ 8,281,690	\$ 64,262	\$ 8,345,952
Debt Service	779,765	-	779,765
Transfers	43,314,559	3,097,966	46,412,525
Transits	-	-	-
Contingencies	500,000	875,000	1,375,000
Reserved for Next Year	2,500,000	-	2,500,000
Total	\$ 55,376,014	\$ 4,037,228	\$ 59,413,242

Special Revenue Funds

Revenue Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Local Revenue	\$ 29,871,607	\$ 2,561,794	\$ 32,433,401
State Revenue	31,733,802	4,234,835	35,968,637
Federal Revenue	7,945,154	172,493	8,117,647
Transfers In	3,227,682	155,626	3,383,308
Beginning Fund Balance	346,684	186,661	533,345
Total	\$ 73,124,929	\$ 7,311,409	\$ 80,436,338

Expenditure Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Instruction	\$ 41,564,445	\$ 6,033,218	\$ 47,597,663
Support Services	22,429,450	1,267,669	23,697,119
Community Services	1,701,156	13,337	1,714,493
Transfers	487,738	(2,995)	484,743
Transits	6,942,140	180	6,942,320
Total	\$ 73,124,929	\$ 7,311,409	\$ 80,436,338

Enterprise Funds

Revenue Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Local Revenue	\$ 5,295,625	\$ 379,498	\$ 5,675,123
State Revenue	300,000	-	300,000
Transfers In	3,369,269	201,479	3,570,748
Beginning Fund Balance	1,440,677	(175,054)	1,265,623
Total	\$ 10,405,571	\$ 405,923	\$ 10,811,494

Expenditure Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Instruction	\$ 394,250	\$ -	\$ 394,250
Support Services	9,412,800	204,444	9,617,244
Transfers	598,521	201,479	800,000
Total	\$ 10,405,571	\$ 405,923	\$ 10,811,494

Agency Funds

Revenue Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Local Revenue	\$ 185,000	\$ -	\$ 185,000
Transfers in	38,318,667	2,939,345	41,258,012
Beginning Fund Balance	8,528,000	-	8,528,000
Total	\$ 47,031,667	\$ 2,939,345	\$ 49,971,012

Expenditure Function:	Adopted Budget	Supplemental Budget	Revised Adopted Budget
Instruction	\$ 12,727,875	\$ 819,934	\$ 13,547,809
Support Services	9,052,797	141,194	9,193,991
Community Services	198,000	-	198,000
Transits	24,091,195	1,978,217	26,069,412
Transfers	961,800	-	961,800
Total	\$ 47,031,667	\$ 2,939,345	\$ 49,971,012

BE IT RESOLVED, that for fiscal year beginning July 1, 2020, the Board of Directors of Northwest Regional ESD, pursuant to ORS 294.471 (1.c) referencing additional funds made available by local, state and/or federal governments not foreseen when the budget was originally adopted, hereby, adopts and appropriates this Supplemental Budget in the amounts indicated herein.

ADOPTED by the Board of Directors of the Northwest Regional Education Service District this 16th day of June 2020.

ATTEST:

Lisa Poehlitz, Chair

Dan Goldman, Superintendent



Northwest Regional Education Service District

September 16, 2020

TO: Board of Directors

FR: Tami Montague, CFO

RE: Monthly Financial Update

EXPLANATION: Monthly Financial Summary report for period ending Aug 31, 2020.

This new format is slightly altered from prior years to include trended projections in both revenue and expenditures as well as a running forecast for year ending balances (reserves). The "Add: Projections" column in these reports reflect forecasts based on seven years of historical cash flow data for each account.

PRESENTER(S): Tami Montague

SUPPLEMENTARY MATERIALS: Attached to this cover sheet:

Summary Financial Statements -August 2020.

RECOMMENDATION: N/A

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

FY 2020-2021 NWESD FINANCIAL SUMMARY

For the Period Ending August 31, 2020

GENERAL FUNDS (100-199)	Prior YTD		Current YTD		Add: Projections		Annual Forecast		Annual Budget		Variance Fav / (Unfav)
Beginning Fund Balance	\$	3,928,173	\$	-	\$	4,940,842	\$	4,940,842	\$	4,940,842	\$ -
REVENUES											
Local Sources		98,705		38,120		15,982,341		16,020,461		16,069,400	(48,939)
Intermediate Sources		-		-		-		-		-	-
State Sources		8,991,212		9,389,000		28,609,489		37,998,489		38,006,000	(7,511)
Federal Sources		-		-		-		-		-	-
Other Sources		53,777		-		265,000		265,000		397,000	(132,000)
TOTAL REVENUE	\$	9,143,694	\$	9,427,120	\$	44,856,830	\$	54,283,950	\$	54,472,400	\$ (188,450)
EXPENDITURES											
Instruction	\$	-	\$	-	\$	-	\$	-	\$	-	-
Support Services		1,603,209		984,058		6,870,695		7,854,753		8,345,952	491,200
Enterprise and Community Services		-		-		-		-		-	-
Facilities Acquisition and Construction		-		-		-		-		-	-
Other Uses		-		-		47,170,290		47,170,290		47,192,290	22,000
Contingencies		-		-		-		-		1,375,000	1,375,000
Unappropriated Ending Fund Balance		-		-		-		-		2,500,000	2,500,000
TOTAL EXPENDITURES	\$	1,603,209	\$	984,058	\$	54,040,984	\$	55,025,042	\$	59,413,242	\$ 4,388,200
SURPLUS / (DEFICIT)	\$	7,540,485	\$	8,443,062	\$	(9,184,154)	\$	(741,092)	\$	(4,940,842)	\$ 4,199,750
ENDING FUND BALANCE							\$	4,199,750		7.74%	of Revenues

ALL OTHER FUNDS (200-599)	Prior YTD		Current YTD		Add: Projections		Annual Forecast		Annual Budget		Variance Fav / (Unfav)
Beginning Fund Balance	\$	5,212,438	\$	75,472	\$	1,908,968	\$	1,984,440	\$	1,948,968	\$ 35,472
REVENUES											
Local Sources		1,551,701		1,471,291		37,155,723		38,627,014		38,108,524	518,490
Intermediate Sources		-		-		-		-		-	-
State Sources		231,769		1,007		35,762,318		35,763,325		36,268,637	(505,312)
Federal Sources		-		3,195		8,116,886		8,120,081		8,117,647	2,434
Other Sources		-		26,000		6,861,532		6,887,532		\$7,004,065	(116,533)
TOTAL REVENUE	\$	1,783,470	\$	1,501,493	\$	87,896,459	\$	89,397,952	\$	89,498,873	\$ 1,612,088
EXPENDITURES											
Instruction	\$	3,903,060	\$	3,312,888	\$	43,285,837	\$	46,598,726	\$	47,991,914	\$ 1,393,188
Support Services		2,229,248		2,555,155		28,392,560		30,947,715		33,314,363	2,366,648
Enterprise and Community Services		111,386		116,007		1,500,880		1,616,887		1,714,493	97,605
Facilities Acquisition and Construction		-		-		200,000		200,000		200,000	-
Other Uses		58,517		1,171,748		7,044,490		8,216,238		8,227,063	10,825
Contingencies		-		-		-		-		-	-
Unappropriated Ending Fund Balance		-		-		-		-		-	-
TOTAL EXPENDITURES	\$	6,302,210	\$	7,155,798	\$	80,423,768	\$	87,579,566	\$	91,447,832	\$ 3,868,266
SURPLUS / (DEFICIT)	\$	(4,518,740)	\$	(5,654,306)	\$	7,472,691	\$	1,818,386	\$	(1,948,959)	\$ 5,480,354
ENDING FUND BALANCE							\$	3,802,827		4.25%	of Revenues

**NW Regional ESD
Monthly Financial Report**

Period Ending August 31, 2020

Superintendent's Expense Report

Expenses:	Registration Meeting/Conf	Airfare	Mileage & Parking	Hotel	Dues/Fees	Meals	Other	Total
July-20					\$ -			\$ -
August-20							\$1,784.50	1,784.50
September-20								-
October-20								-
November-20								-
December-20								-
January-21								-
February-21								-
March-21								-
April-21								-
May-21								-
June-21								-
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,784.50	\$ 1,784.50

Detailed Expense Report

August-20						
Vendor	Date	PO #	Amount	Type*	Description of Product / Service	
BANK OF AMERICA	8/18/2020	210112	\$140.00	PO	mmercerc-ZOOM.US-webinar upgrade for Lauren Sly O'D	
BANK OF AMERICA	8/18/2020	210195	\$1,497.00	PO	tgoldner-RUN THE WORLD-software for running all st	
BANK OF AMERICA	8/18/2020	210195	\$140.00	PO	mmercerc-ZOOM.US-Laurens' zoom account upgrade	
USPS.COM	8/25/2020		\$7.50	JE	Reclass PO 201841-l.slyh-USPS.COM-Shipping 3.31.20	
			<u>\$1,784.50</u>			

July-20						
Vendor	Date	PO #	Amount	Type*	Description of Product / Service	
			<u>\$ -</u>			

**NW Regional ESD
Monthly Financial Report**

Period Ending August 31, 2020

Board of Directors' Expense Report

Expenses:	Registration Meeting/Conf	Airfare	Mileage	Hotel	Meals	Legal/Audit	Dues/Fees	Other	Total
July-20								\$ -	\$ -
August-20	60.00						\$ 3,520.00	60.00	3,640.00
September-20									-
October-20									-
November-20									-
December-20									-
January-21									-
February-21									-
March-21									-
April-21									-
May-21									-
June-21									-
Total Expenses	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,520.00	\$ 60.00	\$ 3,640.00

Detailed Expense Report

August-20						
Vendor	Date	PO #	Amount	Type*	Description of Product / Service	
OREGON SCHOOL BOARDS ASSN	8/6/2020	210149	\$30.00	PO	Summer Board Virtual Conference - Registration Fee	
OREGON SCHOOL BOARDS ASSN	8/6/2020	210149	\$30.00	PO	Summer Board Virtual Conference - Registration Fee	
AWESOME GAPPS	8/18/2020	210162	\$60.00	PO	tgoldner-AWESOME GAPPS INC-Awesome Table Computer	
OREGON SCHOOL BOARDS ASSN	8/28/2020	210242	\$525.00	PO	2020-2021 Policy Management	
OREGON SCHOOL BOARDS ASSN	8/28/2020	210242	\$2,400.00	PO	2020-2021 Policy Management	
OREGON SCHOOL BOARDS ASSN	8/28/2020	210242	\$595.00	PO	2020-2021 Policy Management	
			<u>\$ 3,640.00</u>			

July-20						
Vendor	Date	PO #	Amount	Type*	Description of Product / Service	
			<u>\$ -</u>			



Northwest Regional
Education Service District

SEPTEMBER 2020

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