

**Yoncalla School District
BOARD OF DIRECTORS
REGULAR MEETING
June 15, 2023
295 5th Street
Yoncalla School Board Meeting Room
Yoncalla, OR 97499**

Meetings are now open to the public. They will also be available on Facebook Live.

<https://www.facebook.com/yhseagles/>

School Board email: ysd.schoolboard@yoncalla.k12.or.us

6:00 PM

I. REGULAR SESSION CALLED TO ORDER

II. AWARDS, RECOGNITION, AND CORRESPONDENCE

III. PUBLIC FORUM

The public is invited to invited to attend board meetings, and will be given a limited time of 3 (three) minutes per person to voice any opinions or problems, except that public or board criticism of personal of the district will heard only in executive session. Such items should be brought to the attention of the superintendent at least 5 (five) business days prior to the board meeting.

IV. PUBLIC HEARING – 2023-2024 BUDGET

V. ADJUSTMENTS TO THE AGENDA

VI. CONSENT AGENDA

- A. Minutes of the Board Meeting, May 15, 2023
- B. Minutes of Budget Committee Meeting, May 15, 2023
- C. Accounts Payable/Funding Update
- D. Hiring of Kim Beer as Boys High School Basketball Coach

VII. INFORMATION ITEMS

- A. None

VIII. DISCUSSION ITEM

- A. None

IX. REPORTS

- A. Elementary School Report
- B. Financial Update
- C. Superintendent Report

X. ACTION ITEMS

- A. Consider for Approval Resolution, Intrafund Transfer
- B. Consider for Approval Resolution, Budget Adoption, Appropriations, Imposing and Categorizing the Tax
- C. Hiring of Amelia Grabinski as one-year temporary Science Teacher, 2023-2024
- D. Football Coop with North Douglas School District
- E. Contracting with McClain Construction for Elementary Playground Project
- F. HVAC contract with Umpqua Sheet Metal for Elementary Gymnasium
- G. Consider for approval one-year lease of Bus Barn to MidColumbia Bus
- H. Consider for approval 2023-2026 Douglas ESD Business Services
- I. Consider for approval 2023-2024 Douglas ESD Nursing Services Contract
- J. Consider for approval 2023-2024 Douglas ESD Sped Services
- K. Consider for approval 2023-2025 Douglas ESD ADM Reporting
- L. Consider for approval 2023-2024 Douglas ESD SEECs Services

XI. ANNOUNCEMENTS

- Regular Board Meeting 5:30 PM, July 13th, 2023
- Work Session to follow regular meeting-District Goals and Priorities

XII. ADJOURN

**Yoncalla School District
BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

May 11, 2023

292 5th Street

Yoncalla School Board Meeting Room

Yoncalla, OR 97499

School Board meeting is also be available on Facebook Live.

<https://www.facebook.com/yhseagles/>

BOARD MEMBERS PRESENT

Cathey Grimes, Vice Chair

David Anderson, Board Chair

Della Orcutt

Fawn Sybrant

ADMINISTRATION PRESENT

Brian Berry

Erin Helgren

Kelly Cook

Cody Reed

Laurie Simleness

5:00 PM REGULAR SESSION CALL TO ORDER. Chair Anderson called the meeting to order at 5:00 PM.

- I. AWARDS, RECOGNITION AND CORRESPONDANCE.** Student of the Month Awards, Students of the month, Delanee Upton, Adrien Vigue, Oryan Kokos, Delilah Peralta, Corbin Russel.

PUBLIC FORUM

- II. The public is invited to attend board meetings, and will be given a limited time of 3 (three) minutes per person to voice any opinions or problems, except that public or board criticism of personal of the district will heard only in executive session. Such items should be brought to the attention of the superintendent at least 5 (five) business days prior to the board meeting.** None.

- III. ADJUSTMENTS TO THE AGENDA.** None.

IV. CONSENT AGENDA

A. Minutes of Board Meeting, April 20. 2023

B. Accounts Payable/Funding Update

C. Extra Duty Administrative Contract with Jerry Fauci for the 2023-2024 SY

D. Policies

- AC AR
- GCBDF/GDBDF
- JFCF AT
- JGE
- KL
- ING
- ING AR

Director Orcutt made a motion to approve the consent agenda, Director Sybrant seconded, passed unanimously.

- V. INFORMATION ITEMS.** None.

VI. REPORTS

A. High School Principal Report-Brian Berry

B. Elementary Principal Report-Erin Helgren

C. Dean of Students Report-Brian Berry

D. Financial Report-Kelly Cook

E. Superintendent Report-Brian Berry

- VII. ACTION ITEMS.** None

VIII. ANNOUNCEMENTS

A. Future dates of importance

- Graduation, June 2, 2023
- Regular Board Meeting/Budget Hearing, 6:00 PM, June 15th, 2023

XI. RECESS REGULAR MEETING. Regular meeting recessed at 5:30 PM.

- X. ADJOURN.** The regular meeting was reconvened at 6:00 PM. After the budget committee meeting, Director Orcutt made a motion to adjourn at 6:33 PM, Director Grimes seconded, pass unanimously.

YONCALLA SCHOOL DISTRICT
Budget Committee Meeting Minutes
Budget Committee Meeting
May 11, 2023

BOARD MEMBERS

Cathey Grimes
Dave Anderson
Della Orcutt
Fawn Sybrant

ADMINISTRATION

Brian Berry
Kelly Cook
Erin Helgren
Laurie Simlerness

BUDGET COMMITTEE MEMBERS

Marcy Gustafson
Twila McDonald

RECONVENE BUDGET MEETING. Chair Anderson reconvened the budget meeting at 6:12 PM. Introductions of board members, budget committee members and administration were made.

APPROVE AGENDA. Director Grimes made a motion to approve the agenda, Director Orcutt seconded, pass unanimously.

ELECT PRESIDING OFFICER. Committee Member McDonald made a motion to nominated Cathey Grimes as Budget Committee Chair. Director Orcutt seconded the motion, passed unanimously. Director Grimes accepted the position as Budget Committee Presiding Officer.

APPROVE MINUTES OF MAY 11, 2022 BUDGET MEETING. Director Orcutt made a motion to approve the minutes of the May 11, 2022 Budget Committee Meeting, Director Sybrant seconded, passed unanimously.

PRESENTATION OF THE BUDGET MESSAGE AND BUDGET DOCUMENT. Superintendent Berry shared the Budget Message. Business Manager Kelly Cook shared a detailed power point presentation with an in-depth overview of the 23-24 proposed budget, including revenue, expenditures, fund balances, grants, changes and other items. Board and Committee members asked questions and provided feedback about the proposed 2023-2024 budget.

APPROVE BUDGET AND TAX RATE. Committee Member McDonald made a motion to approve the proposed Budget with presented updates for the 2023-2024 fiscal year ending June 30, 2024, in the amount of \$11,385,112.00 and an unappropriated ending fund balance total of \$445,000.00 for a total of \$118,830,112.00. Director Anderson seconded, passed unanimously. Committee Member McDonald made a motion to approve the tax for the 2023-2024 fiscal year, at the rate of \$4.6884 per \$1000.00 of assessed value for operating purposes in the General Fund operations. Director Anderson seconded, pass unanimously.

- Public Hearing on the Budget, June 15, 2023
- Next School Board Meeting, June 15, 2023

ADJOURN. Director Orcutt made a motion to adjourn the meeting, Director Sybrant seconded, passed unanimously. Meeting adjourned at 6: 45 PM.

Yoncalla High School

Yoncalla High School
292 5th Street PO Box 568
Yoncalla, Oregon 97499
brian.berry@yoncalla.k12.or.us

Principal: Brian Berry
Secretary: Monet Sheffield
Office: 541-849-2175
Fax: 541-849-2669

Brian Berry, Superintendent

June 5, 2023

Proposal for a Cooperative Program 2023-2024

Dear Yoncalla School Board Members,

I was approached by the YHS athletic director Peter James about working with students at North Douglas to be part of our football team. At this time, neither North Douglas nor Yoncalla is able to field a football team. In the past, we have worked with ND on several coops including track, cross country and baseball. With this in mind, I would like the Yoncalla School Board to consider a cooperative proposal between Yoncalla High School and North Douglas High School football programs. This proposal would involve the student athletes from North Douglas being part of a Yoncalla High School football program for this school year. This particular cooperative would be a continuation of what we have been doing for football over the past few years.

Thank you for your time and consideration.

Respectfully,

Brian Berry

Brian Berry, Superintendent



THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

1330 Teakwood Avenue
Coos Bay, Oregon 97420
Ph: (541) 269-0732
Fx: (541) 269-2044
www.dyerpart.com

MEMORANDUM

DATE June 1, 2023
TO All Prospective Bidders
PROJECT NAME Yoncalla Elementary School - Phase 01: Nature Play and Learning Environment

The Bids Results for the Project Owner – Phase 01: Nature Play and Learning Environment project are as follows:

Contractor	McClain Construction, LLC	Northwest Community Builders, LLC
Basic Bid	\$168,044.80	\$238,950.00
Alternate Bid No. 1	\$11,446.00	\$14,675.00
Alternate Bid No. 2	\$1.00	\$8,800.00
Alternate Bid No. 3	\$12,418.80	\$13,430.00
Alternate Bid No. 4	\$15,618.00	\$9,804.00
Total (Basic Bid with All Alternates)	\$207,528.60	\$285,659.00

BID TABULATION

Phase 01: Nature Play and Learning Environment Yoncalla Elementary School Douglas County, Oregon										Bids Received: LandCurrent		6/1/2023	
Item	Description	Quantity	Unit	BIDDER: McClain Construction		BIDDER: NW Community Builders		AVERAGES:		LandCurrent Est. 9/2022			
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total +18%		
Phase 01: Nature Play and Learning Environment													
1	Construction Facilities & Temporary Controls	1	LS	\$26,000.00	\$26,000.00	\$27,500.00	\$27,500.00	\$26,750.00	\$26,750.00	\$16,000.00	\$18,880.00		
2	Demolition & Site Preparation	1	LS	\$45,000.00	\$45,000.00	\$15,800.00	\$15,800.00	\$30,400.00	\$30,400.00	\$8,000.00	\$9,440.00		
3	Reconstruction Area	1	LS	\$12,500.00	\$12,500.00	\$7,500.00	\$7,500.00	\$10,000.00	\$10,000.00	\$0.00			
4	Earthmoving	1	LS	\$18,378.00	\$18,378.00	\$15,400.00	\$15,400.00	\$16,889.00	\$16,889.00	\$45,048.00	\$53,156.64		
5	Concrete Pavement	2,112	SF	\$14.00	\$29,568.00	\$22.00	\$46,464.00	\$18.00	\$38,016.00	\$39,600.00	\$46,728.00		
6	4" Storm Pipe	65	LF	\$7.00	\$455.00	\$52.00	\$3,380.00	\$29.50	\$1,917.50				
7	Perforated Drain Pipe	77	LF	\$6.00	\$462.00	\$63.00	\$4,851.00	\$34.50	\$2,656.50	\$5,000.00	\$5,900.00		
8	Installation with Footings Shelter (OFCI)	1	LS	\$18,700.00	\$18,700.00	\$88,000.00	\$88,000.00	\$53,350.00	\$53,350.00	\$50,000.00	\$59,000.00		
9	Installation with Footings Swing Set (OFCI)	1	LS	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00	\$900.00	\$1,062.00		
10	Playground Safety Surfacing (EWF) with Transition Zone	1	LS	\$8,500.00	\$8,500.00	\$16,980.00	\$16,980.00	\$12,740.00	\$12,740.00	\$7,600.00	\$8,968.00		
11	Electric Sleeve for Future Camera Wiring	1	LS	\$800.00	\$800.00	\$400.00	\$400.00	\$600.00	\$600.00	\$600.00	\$708.00		
12	Landscape Boulders	9	EA	\$320.20	\$2,881.80	\$875.00	\$7,875.00	\$597.60	\$5,378.40	\$150.00	\$177.00		
BASIC BID TOTAL				\$168,044.80		\$238,950.00		\$203,497.40		\$204,019.64			
Alternate Bid No. 1													
1	Add Concrete Path three (3) feet wide, with Transitions and Irrigation Sleeves	1	LS	\$11,446.00	\$11,446.00	\$14,675.00	\$14,675.00	\$13,060.50	\$13,060.50				
Alternate Bid No. 1				\$11,446.00		\$14,675.00		\$13,060.50					
Alternate Bid No. 2													
1	Add Concrete Path with Transitions and Irrigation Sleeves	1	LS	\$1.00	\$1.00	\$8,800.00	\$8,800.00	\$4,400.50	\$4,400.50				
Alternate Bid No. 2				\$1.00		\$8,800.00		\$4,400.50					
Alternate Bid No. 3													
1	Add Wood Fiber Paths and Surfaces	1,580	SF	\$7.86	\$12,418.80	\$8.50	\$13,430.00	\$8.18	\$12,924.40				
Alternate Bid No. 3				\$12,418.80		\$13,430.00		\$12,924.40					
Alternate Bid No. 4													
1	Add Chain-Link Fence	114	LF	\$137.00	\$15,618.00	\$86.00	\$9,804.00	\$111.50	\$12,711.00				
Alternate Bid No. 4				\$15,618.00		\$9,804.00		\$12,711.00					
BASIC BID													
Basic Bid				\$168,044.80		\$238,950.00		\$203,497.40					
Basic Bid with Alternate Bid No. 1				\$179,490.80		\$253,625.00		\$216,557.90					
Basic Bid with Alternate Bid No. 2				\$168,045.80		\$247,750.00		\$207,897.90					
Basic Bid with Alternate Bid No. 3				\$180,463.60		\$252,380.00		\$216,421.80					
Basic Bid with Alternate Bid No. 4				\$183,662.80		\$248,754.00		\$216,208.40					
Basic Bid with All Alternates (No. 1, 2, 3 & 4)				\$207,528.60		\$285,659.00		\$246,593.80					

QUOTATION

UMPQUA SHEET METAL

PO BOX 872, WINCHESTER, OR 97495

HEATING, VENTILATING, & AIR CONDITIONING CONTRACTOR
MILL MAINTENANCE & INDUSTRIAL METAL FABRICATION
PHONE 672-3888 FAX 672-2658 CCB #50586

IN BUSINESS SINCE 1976
DATE: 06/02/2023

To: Yoncalla School District
JOB NAME: Yoncalla Elementary Gymnasium
ATTN: Brian Berry

WE ARE PLEASED TO QUOTE THE FOLLOWING:

Heating, Ventilating, and air conditioning supplied and installed per plans and specifications: One Twenty-ton Heat Pump Electric, ground mounted unit, ducted supplies and returns to serve HVAC to the gymnasium. The plan includes suspended spiral or rectangular duct on supply piping and low wall return.
RUUD factory would like to monitor the system as a BETA site for energy efficiency.

\$40,000.00

Concrete and electrical by others.

All work to be done during normal working hours.
John Walker



Language to be added the current MidColumbia Bus Contract, for lease of district property for transportation facilities.

“The CONTRACTOR will be entitled to exclusive use and possession of DISTRICT transportation facilities. CONTRACTOR will lease facility from the DISTRICT for \$24,000 per year, payable in monthly installments of \$2,000. The DISTRICT reserves the right to negotiate a rent increase each year with the CONTRACTOR.”

Interagency Agreement

IA Revenue

It is understood and agreed that **Douglas Education Service District's Business Services Department**, hereinafter named **Douglas ESD**, and **Yoncalla School District**, hereinafter named the **District** (collectively, the "**Parties**"), do enter into an agreement for provision of the services contained herein.

AUTHORITY FOR THIS AGREEMENT is found in ORS 190.003 TO 190.110 Intergovernmental-Cooperation, Section 2.

PERFORMANCE OF SERVICES under this agreement shall begin on July 1, 2023 and remain in effect until June 30, 2026.

The Douglas ESD will:

- Provide payroll services including all state, federal, and PERS reporting.
- Process Accounts Payable, including reviews of the computerized purchasing system and staff training.
- Coordinate district budget preparation, monitoring, and reporting.
- Attend budget committee and negotiation meetings as needed.
- Provide grant management for federal and state grant reimbursement claims.
- Provide monthly fiscal reports as specified by the District's Board and attend monthly Board meetings.
- Assist in annual audit preparation with the auditor of the District's choice, and submit to other agencies as required.
- Oversee student body accounts as per District policies.
- Submit required ODE fiscal collection reports.
- Provide other fundamental business services as mutually deemed appropriate and possible in the time commitment.
- Administer all employer requirements of the Oregon Bureau of Labor and Industry.

The District will:

- Provide the necessary workspace, supplies, materials, equipment, and access to information as appropriate for the conduct of this contract.
- Set aside and remit to the Douglas ESD an indirect/administrative rate of 1.75% annually per grant for the following grants: Every Student Succeeds Act (ESSA), High School Success Grant (Measure 98), Every Day Matters Grant (Chronic Absenteeism), Student Success Act/Student Investment Account (SSA/SIA), and Elementary and Secondary School Emergency Relief (ESSER). Additionally, any grant added by the District in excess of \$25,000 will also be subject to the 1.75% indirect/administrative rate. Indirect rate amount not to exceed \$10,000 per allocation.
- Should any services beyond the scope of this agreement be requested by the District or required of Douglas ESD, both parties will negotiate an amount to be included in a contract amendment.
- Assist the Douglas ESD in evaluating this service.
- Notify the Douglas ESD by February 1, 2026 regarding what level of service will be requested for subsequent years.
- Provide the Douglas ESD with current Accounts Payable contact information and preferred delivery method; email information to ar@douglasesd.k12.or.us

IN CONSIDERATION FOR SERVICES PERFORMED, the **District** will provide the following compensation to the **Douglas ESD** for services outlined in the agreement: **\$62,700 billed quarterly in 2023-24; \$67,716 billed quarterly in 2024-25; \$73,133 billed quarterly in 2025-26; 1.75% indirect billed annually in 2023-24, 2024-25, and 2025-26** for a contract total not to exceed **\$203,549.00 + 1.75% indirect**. The compensation schedule is as follows:

- Unless otherwise indicated in Exhibit 1, payments will be made net 10 business days.
 - ☐ Single payment invoiced at completion of project; invoice will be submitted within 10 business days of end of contract
 - ☐ Multiple payments for time worked, invoiced as needed; final invoice will be submitted within 10 business days of end of contract
 - ☒ **Quarterly payments on Sept 1, Dec 1, Mar 1, and May 1: \$15,675/qtr in 23-24; \$16,929/qtr in 24/25; \$18,283.25/qtr in 25-26**
 - ☐ See Exhibit 1-Compensation Table/Schedule

Interagency Agreement

IA Revenue

It is understood and agreed that **Douglas Education Service District's Nursing Services Department**, hereinafter named **Douglas ESD**, and **Yoncalla School District**, hereinafter named the **District** (collectively, the **"Parties"**), do enter into an agreement for provision of the services contained herein.

AUTHORITY FOR THIS AGREEMENT is found in ORS 190.003 TO 190.110 Intergovernmental-Cooperation, Section 2.

PERFORMANCE OF SERVICES under this agreement shall begin on July 1, 2023 and remain in effect until June 30, 2024.

The Douglas ESD will:

- In addition to the nursing services already provided, the Douglas ESD will:
 - Provide follow-up for vision/hearing/dental
 - Provide supplemental health education classes to include Reproductive Health presentations, Hygiene Education, and Mental Health Education
 - Identify health risks present in buildings
 - Assist with immunization reporting (not data entry)
 - Provide staff health checks (blood pressure, medical counsel)
 - Assist with organizing local flu clinics and/or immunization clinics
 - Update medical records by calling families that list a medical condition such as asthma, seizures, or any other health concerns for a student and write appropriate protocols as needed
 - Provide OHP workshops
 - Provide referrals and support for pregnant students
 - Assist with procuring medical statements for SPED evaluations
 - Provide Communicable Disease Surveillance/Prevention including Covid-19

The District will:

- Notify the Douglas ESD by February 1, 2024, at what level this service will be requested for subsequent years
- Assist the Douglas ESD in evaluating this service
- Provide the Douglas ESD with current Accounts Payable contact information and preferred delivery method. Email information to ar@douglasesd.k12.or.us

IN CONSIDERATION FOR SERVICES PERFORMED, the **District** will provide the following compensation to the **Douglas ESD** for services outlined in the agreement not to exceed **\$26,523.00**. The compensation schedule is as follows:

- Unless otherwise indicated in Exhibit 1, payments will be made net 10 business days.
 - ☐ Single payment invoiced at completion of project; invoice will be submitted within 10 business days of end of contract.
 - ☐ Multiple payments for time worked, invoiced as needed; final invoice will be submitted within 10 business days of end of contract.
 - ☒ Quarterly payments on September 1, December 1, March 1, and May 1: \$6,630.75 per quarter
 - ☐ See Exhibit 1-Compensation Table/Schedule

Such services shall meet all requirements as established by Oregon Revised Statutes (ORS), Oregon Administrative Rules, and federal law. The parties agree to comply with all applicable Federal, State, County, and municipal regulations with respect to the provision of the services described above. If employees are utilized by either party to perform these services, the employer will cover its employees by worker's compensation insurance and will pay all wages, withholding and benefits as required by Federal and State law. Both parties agree to hold the other Agency harmless, indemnify, and defend the other Agency for any and all actions, claims, suits, or threats thereof arising out of property damage or injuries cause by their own Agency, its agents, employees, representatives, or assigns, in performance of this agreement. Both parties, their agents, employees, representatives, and assigns are prohibited from having any direct, unsupervised contact with school-aged children without first complying with state fingerprinting requirements.

This agreement is made and entered into by the two parties in the above agreement.

Attachments: ☐ Yes ☒ No

Analicia Nicholson
Superintendent | Douglas ESD

Date

Brian Berry
Superintendent | Yoncalla School District

Date

Bryan Hinson
Deputy Superintendent/SPED Director | Douglas ESD

Date

Kelly Cook
Business Manager | Yoncalla School District

Date

For Douglas ESD Office Use Only

GL Acct #: 230.0000.1941.800.000.512.32

Award #: 2023-24.230-512-32R.SPED.642

Contracts Department
Douglas ESD

Date

Venice Anderson
CFO | Douglas ESD

Date

This agreement must be signed and returned to the Douglas ESD within 10 days of signature date.

2023-24 230-512.32R NURSING SERVICES - YONCALLA SD \$26523

2023-24 230-500.32R SPED SERVICES - YONCALLA SD \$15000

Interagency Agreement

IA Revenue

It is understood and agreed that **Douglas Education Service District's Special Education Services Department**, hereinafter named **Douglas ESD**, and **Yoncalla School District**, hereinafter named the **District** (collectively, the **"Parties"**), do enter into an agreement for provision of the services contained herein.

AUTHORITY FOR THIS AGREEMENT is found in ORS 190.003 TO 190.110 Intergovernmental-Cooperation, Section 2.

PERFORMANCE OF SERVICES under this agreement shall begin on July 1, 2023 and remain in effect until June 30, 2024.

The Douglas ESD will:

- Provide the District with an administrator fully licensed to perform the services of special education director under the rules and regulations of the State of Oregon
- Provide additional consultative assistance to the district as is necessary as a part of this contract
- Provide the necessary secretarial and business support as is necessary for the special education director in the conduct of his/her duties
- Provide for supplementary expenses related to this employee such as travel, dues, and conference attendance
- Administer all employer requirements of the Oregon Bureau of Labor and Industry

The District will:

- Provide workspace for the conduct of the position
- Assist the Douglas ESD in evaluating this service
- Notify the Douglas ESD by February 1, 2024, at what level this service will be requested for subsequent years
- Provide the Douglas ESD with current Accounts Payable contact information and preferred delivery method; email information to ar@douglasesd.k12.or.us

IN CONSIDERATION FOR SERVICES PERFORMED, the **District** will provide the following compensation to the **Douglas ESD** for services outlined in the agreement not to exceed **\$15,000.00**. The compensation schedule is as follows:

- Unless otherwise indicated in Exhibit 1, payments will be made net 10 business days.
 - ☐ Single payment invoiced at completion of project; invoice will be submitted within 10 business days of end of contract.
 - ☐ Multiple payments for time worked, invoiced as needed; final invoice will be submitted within 10 business days of end of contract.
 - ☒ Quarterly payments on September 1, December 1, March 1, and May 1: \$3,750.00 per quarter
 - ☐ See Exhibit 1-Compensation Table/Schedule

Such services shall meet all requirements as established by Oregon Revised Statutes (ORS), Oregon Administrative Rules, and federal law. The parties agree to comply with all applicable Federal, State, County, and municipal regulations with respect to the provision of the services described above. If employees are utilized by either party to perform these services, the employer will cover its employees by worker's compensation insurance and will pay all wages, withholding and benefits as required by Federal and State law. Both parties agree to hold the other Agency harmless, indemnify, and defend the other Agency for any and all actions, claims, suits, or threats thereof arising out of property damage or injuries cause by their own Agency, its agents, employees, representatives, or assigns, in performance of this agreement. Both parties, their agents, employees, representatives, and assigns are prohibited from having any direct, unsupervised contact with school-aged children without first complying with state fingerprinting requirements.

This agreement is made and entered into by the two parties in the above agreement.

Attachments: ☐ Yes ☒ No

Analicia Nicholson
Superintendent | Douglas ESD

Date

Brian Berry
Superintendent | Yoncalla School District

Date

Bryan Hinson
Deputy Superintendent/SPED Director | Douglas ESD

Date

Kelly Cook
Business Manager | Yoncalla School District

Date

For Douglas ESD Office Use Only

GL Acct #: 230.0000.1941.400.000.500.32

Award #: 2023-24.230-500-32R.SPED.620

Contracts Department
Douglas ESD

Date

Venice Anderson
CFO | Douglas ESD

Date

This agreement must be signed and returned to the Douglas ESD within 10 days of signature date.

2023-24 230-500.32R SPED SERVICES - YONCALLA SD \$15000

REVIEW ONLY

Interagency Agreement

IA Revenue

It is understood and agreed that **Douglas Education Service District's Electronic Information and Design Department**, hereinafter named **Douglas ESD**, and **Yoncalla School District**, hereinafter named the **District** (collectively, the **"Parties"**), do enter into an agreement for provision of the services contained herein.

AUTHORITY FOR THIS AGREEMENT is found in ORS 190.003 TO 190.110 Intergovernmental-Cooperation, Section 2.

PERFORMANCE OF SERVICES under this agreement shall begin on July 1, 2023 and remain in effect until June 30, 2025.

The Douglas ESD will provide the following reporting services:

- ADM
 - 1st Period Cumulative ADM
 - 2nd Period Cumulative ADM
 - 3rd Period Cumulative ADM
 - Annual Cumulative ADM
 - Review 1st Period Cumulative ADM
 - Review 2nd Period Cumulative ADM
 - Review 3rd Period Cumulative ADM
 - Review Annual Cumulative ADM
 - Validation for Fall Membership
- Grad Data
 - Annual Cumulative Exit Adjustment
 - Validation: 4 YR Grad Rate
 - Validation: 5 YR Grad Rate
 - Validation: NCES Dropout and Grad Rate
- Career and Technical Education (CTE)
 - CTE Student
 - CTE Course
- Class Roster
 - Review: Class Roster
- Discipline Incidents
 - Review: Discipline Incidents
- ESEA McKinney-Vento Homeless
- Title III
 - ESEA Title III: Recent Arrivers
 - ESEA Title III: English Learner (Fall)
 - ESEA Title III: English Learner (Spring)
 - Review: ESEA Title III English Learner (Spring)
- Ninth Grade On-Track
 - Review: Ninth Grade On-Track
- Staff Assignment
 - Review: Staff Assignment
- Class Size Validation
- Instructional Unit Identifier (IUID) System
- Unique Staff ID (USID) System
- Secure Student ID (SSID)
- Student-Centered Staging
- Accountability Warehouse Extract (extracting State Assessment scores and importing to District's SIS)
- Consult on most other collections, reviews, and validations listed in the ODE Schedule of Due Dates
- Additional collections, reviews, and validations can be added as deemed appropriate
 - Additional data access from the District may be necessary

The District will:

- Provide workspace for the conduct of the position
- Provide necessary access to the Student Information System, ODE District Secure Site, and other secure systems necessary for completion of work
- Notify the Douglas ESD by April 1, 2025, what level of service will be requested for subsequent years
- Provide the ESD with current Accounts Payable contact information and preferred delivery method. Email information to ar@douglasesd.k12.or.us

IN CONSIDERATION FOR SERVICES PERFORMED, the **District** will provide the following compensation to the **Douglas ESD** for services outlined in the agreement: \$9,500.00 for 2023-24 and \$10,500.00 for 2024-25 for a contract total not to exceed **\$20,000.00**. The compensation schedule is as follows:

- Unless otherwise indicated in Exhibit 1, payments will be made net 10 business days.
 - ☐ Single payment invoiced at completion of project; invoice will be submitted within 10 business days of end of contract.
 - ☐ Multiple payments for time worked, invoiced as needed; final invoice will be submitted within 10 business days of end of contract.
 - ☒ Quarterly payments on Sept 1, Dec 1, March 1, and May 1: \$2,375.00/qtr for 2023-24; \$2,625.00/qtr for 2024-25
 - ☐ See Exhibit 1-Compensation Table/Schedule

Such services shall meet all requirements as established by Oregon Revised Statutes (ORS), Oregon Administrative Rules, and federal law. The parties agree to comply with all applicable Federal, State, County, and municipal regulations with respect to the provision of the services described above. If employees are utilized by either party to perform these services, the employer will cover its employees by worker's compensation insurance and will pay all wages, withholding and benefits as required by Federal and State law. Both parties agree to hold the other Agency harmless, indemnify, and defend the other Agency for any and all actions, claims, suits, or threats thereof arising out of property damage or injuries cause by their own Agency, its agents, employees, representatives, or assigns, in performance of this agreement. Both parties, their agents, employees, representatives, and assigns are prohibited from having any direct, unsupervised contact with school-aged children without first complying with state fingerprinting requirements.

This agreement is made and entered into by the two parties in the above agreement.

Attachments: ☐ Yes ☒ No

Analia Nicholson
Superintendent | Douglas ESD

Date

Brian Berry
Superintendent | Yoncalla School District

Date

Alysha Barraza
EID Coordinator | Douglas ESD

Date

Kelly Cook
District Business Manager | Yoncalla School District

Date

For Douglas ESD Office Use Only

GL Acct #: 230.0000.1941.200.000.203.32

Award #: 2023-25.230-203-32R.EID.606

Contracts Department
Douglas ESD

Date

Venice Anderson
CFO | Douglas ESD

Date

This agreement must be signed and returned to the Douglas ESD within 10 days of signature date.

2023-25 230-203.32R ADM REPORTING - YONCALLA SD \$20000



Interagency Agreement

IA Revenue

It is understood and agreed that **Douglas Education Service District's Special Education Evaluations Consultations Services (SEECs) Department**, hereinafter named **Douglas ESD**, and **Yoncalla School District**, hereinafter named the **District** (collectively, the **"Parties"**), do enter into an agreement for provision of the services contained herein.

AUTHORITY FOR THIS AGREEMENT is found in ORS 190.003 TO 190.110 Intergovernmental-Cooperation, Section 2.

PERFORMANCE OF SERVICES under this agreement shall begin on July 1, 2023 and remain in effect until June 30, 2024.

The Douglas ESD will:

- Meet with a representative from the District to prioritize needed services
- Provide a TSPC certified school psychologist to supervise evaluations and consultations
- Provide for supplementary expenses related to this employee such as travel, dues, and conference attendance
- Base services on criteria set forth in current state and federal regulations to comply with evaluation process requirements in SPR&I reporting
- Provide secretarial staff support
- Supervise and evaluate the staff performing these services
- Provide the District with two copies of evaluation report for each student evaluated
- Provide consultation for instructional supports, special education processes, low-incidence, and extremely challenging students

The District will:

- Designate a single point of contact in the District for assignment and prioritization of tasks to be completed
- Secure appropriate paperwork in a timely manner, including but not limited to pre-referral, referral, evaluation planning, academic achievement test results, progress monitoring data, and parent consent for evaluation
- Schedule and invite appropriate special education staff to evaluations, eligibility determination meetings, and IEP meetings
- Provide appropriate workspace for conducting evaluations, completing paperwork, and meeting with parents
- Assist the Douglas ESD in evaluating this service
- Notify the Douglas ESD by February 1, 2024, at what level this service will be requested for subsequent years
- Provide the Douglas ESD with current Accounts Payable contact information and preferred delivery method; email information to ar@douglasesd.k12.or.us

IN CONSIDERATION FOR SERVICES PERFORMED, the **District** will provide the following compensation to the **Douglas ESD** for services outlined in the agreement not to exceed **\$32,781.00**. The compensation schedule is as follows:

- Unless otherwise indicated in Exhibit 1, payments will be made net 10 business days.
 - ☐ Single payment invoiced at completion of project; invoice will be submitted within 10 business days of end of contract.
 - ☐ Multiple payments for time worked, invoiced as needed; final invoice will be submitted within 10 business days of end of contract.
 - ☒ Quarterly payments on September 1, December 1, March 1, and May 1: \$8,195.25 per quarter
 - ☐ See Exhibit 1-Compensation Table/Schedule

Such services shall meet all requirements as established by Oregon Revised Statutes (ORS), Oregon Administrative Rules, and federal law. The parties agree to comply with all applicable Federal, State, County, and municipal regulations with respect to the provision of the services described above. If employees are utilized by either party to perform these services, the employer will cover its employees by worker's compensation insurance and will pay all wages, withholding and benefits as required by Federal and State law. Both parties agree to hold the other Agency harmless, indemnify, and defend the other Agency for any and all actions, claims, suits, or threats thereof arising out of property damage or injuries cause by their own Agency, its agents, employees, representatives, or assigns, in performance of this agreement. Both parties, their agents, employees, representatives, and assigns are prohibited from having any direct, unsupervised contact with school-aged children without first complying with state fingerprinting requirements.

This agreement is made and entered into by the two parties in the above agreement.

Attachments: ☐ Yes ☒ No

Analicia Nicholson
Superintendent | Douglas ESD

Date

Brian Berry
Superintendent | Yoncalla School District

Date

Bryan Hinson
Deputy Superintendent/SPED Director | Douglas ESD

Date

Kelly Cook
Business Manager | Yoncalla School District

Date

For Douglas ESD Office Use Only

GL Acct #: 230.0000.1941.400.000.595.32

Award #: 2023-24.230-595-32R.SEECS.629

Contracts Department
Douglas ESD

Date

Venice Anderson
CFO | Douglas ESD

Date

This agreement must be signed and returned to the Douglas ESD within 10 days of signature date.

2023-24 230-595.32R SEECS SERVICES - YONCALLA SD \$32781