

**NORTH CLACKAMAS SCHOOL DISTRICT 12  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS WORK SESSION MEETING  
February 23, 2023  
Zoom/YouTube**

**Executive Session** With due notice having been given and a quorum present, Chair Mitzi Bauer convened executive session under ORS 192.660(2)(i), at 6:00 p.m. with the following members present:

Mitzi Bauer	–	Chair
Jena Benologa	–	Vice Chair
Orlando Perez	–	Director
Tory McVay	–	Director
Kathy Wai	–	Director
Libra Forde	–	Director
Shay James	–	Superintendent
Donna Collingwood	–	Board Secretary

**Superintendent Evaluation** - The Board reviewed and discussed the Superintendent’s evaluation.

Executive session was adjourned at 6:33 p.m.

**Work Session** Chair Mitzi Bauer convened work session at 6:39 p.m.

Also present were Tiffany Shireman, Cindy Detchon, Ivonne Dibblee, Khaliyah Williams-Rodriguez, Mayra Gomez, Petra Callin, Tammy O’Neill, Joe Bridgeman, Matt Makara, and Michelle Riddell.

Jena Benologa read the Native Land Acknowledgement. Tory McVay led the Pledge of Allegiance.

Chair Bauer announced multiple agenda items would be pulled from the agenda and rescheduled to a future meeting due to a recent weather event.

**2023-2027 Integrated Grant Application for Student Success - Discussion** - Director of Integrated Programs Jennifer Dove-Kiltow discussed approval of the 2023-2027 Integrated Application for submission to the Oregon Department of Education. Questions and comments from the Board were addressed. This item will come back for approval in March.

**Oregon Paid Family Medical Leave Update - Report** - Executive Director of Finance & Business Services Matt Makara and Executive Director of Human Resources Michelle

Riddell presented information for review and discussion of the Oregon Paid Family and Medical Leave Insurance program and its implementation at North Clackamas Schools.

**Quarterly Financials - Report** - Executive Director of Finance & Business Services Matt Makara presented information for review and discussion of the quarterly report containing information about the investment portfolio as of December 31, 2022.

**Authorization to Purchase K-2 Flexible Classroom Furniture and Developmentally Appropriate Materials - Discussion**- Administrator on Special Assignment for Student Success Joel Stuart recommends the Board grant advanced authorization to the superintendent to enter into contracts to purchase developmentally appropriate flexible furniture for K-2nd grade and developmentally appropriate materials from Lakeshore through the cooperative contract. The amount of the purchase is not-to-exceed \$300,000. This item will come back for approval in March.

**School Calendars 2023-24 - Discussion** - Chief of Staff Tiffany Shireman discussed approval of the 2023-2024 calendar for elementary and middle/high school levels, including approval to use recess, parent/teacher conferences and staff professional development hours toward the annual instructional hours calculation as allowed by Oregon Administrative Rule (OAR) 581-022-2320. Questions and comments from the Board were addressed. This item will come back for approval in March.

**Contract Award: Ventilation System Filters - Discussion** - Assistant Superintendent of Operations Cindy Detchon discussed a contract in the amount of \$207,000 to Total Filtration Services for MERV 13 HVAC Filters. Questions and comments from the Board were addressed. This item will come back for approval in March.

**Contract Award: Tennis Court Replacements - Discussion** - Assistant Superintendent of Operations Cindy Detchon discussed a contract in the amount not-to-exceed \$1,204,990 to FieldTurf USA, Inc. for the demolition and installation of tennis courts at Alder Creek Middle School, Clackamas High School and Rex Putnam High School. Questions and comments from the Board were addressed. This item will come back for approval in March.

There being no further business to come before the Board, the meeting adjourned at 8:17 p.m.

**Approved March 9, 2023**