

**NORTH CLACKAMAS SCHOOL DISTRICT 12**  
CLACKAMAS COUNTY, OREGON  
MINUTES — BOARD OF DIRECTORS MEETING  
February 27, 2025  
Board Room/YouTube

*Open Session*

With due notice having been given and a quorum present, Chair Kathy Wai convened open session at 6:30 p.m. with the following members present:

Kathy Wai	-	Chair
Jena Benologa	-	Vice Chair
Mitzi Bauer	-	Director
April Dobson	-	Director
Paul Kemp	-	Director (virtual)
Tory McVay	-	Director
Glenn Wachter	-	Director
Shay James	-	Superintendent
Donna Collingwood	-	Board Secretary

Also present were Ivonne Dibblee, Tiffany Shireman, Khaliyah Williams-Rodriguez, Michelle Riddell, Tammy O'Neill, Patricia Ahrens, Petra Callin, and Matt Makara.

**Community Comments** - There were no community members signed up to provide comments.

Jena Benologa read the Native Land Acknowledgement. Glenn Wachter led the Pledge of Allegiance.

R24/25-51

**Minutes** - Tory McVay moved, Glenn Wachter seconded the motion to approve the minutes of the regular Board Meeting held February 13, 2025.

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

R24/25-52

**Minutes** - April Dobson moved, Mitzi Bauer seconded the motion to approve the minutes of the regular Board Meeting held February 22, 2025.

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

R24/25-53

**Consent Agenda** – Glenn Wachter moved, Jena Benologa seconded the motion to adopt the consent agenda as recommended:

**Employment Changes** - Approve employment changes as listed, with a copy of the list made as part of the official minutes, as recommended by the Chief of Human Resources & Business Services:

- Administrative termination
- Licensed appointments, transfers, and terminations

**2025-2026 School Calendars -**

- Approval of the 2025-2026 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.

**2025-2027 Integrated Grant Application for Student Success -**

- Approval of the 2025-2027 Biennium Integrated Application for submission to the Oregon Department of Education.

**Travel Permission Request -**

- Grant permission for 8 students from Adrienne C. Nelson High School to travel to Long Beach, CA, March 13-17, 2025.

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

R24/25-54

**Classified Employee Appreciation Week - Proclamation** - Jena Benologa moved, April Dobson seconded the motion to adopt the proclamation recognizing March 3-7, 2025 as Classified Employee Appreciation Week in North Clackamas School District.

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

R24/25-55

**Women's History Month - Proclamation** - Mitzi Bauer moved, Glenn Wachter seconded the motion to adopt the proclamation recognizing March 2025 as Women's History Month in North Clackamas School District.

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

**Board Reports** – Board members made brief reports on activities and events they had attended.

**School Attendance - Report** – Chief of Student and Family Services Khaliyah Williams-Rodriguez, Associate Director of Elementary Programs Kelli Rhea, Association Director of Secondary Programs Jeremy Cohen, and Associate Director of Secondary Programs Ryan Richardson presented an overview of current trends, patterns, and the overall student experience of school attendance within the North Clackamas School District. Questions and comments from the Board were addressed.

**Quarterly Financial Report** – Executive Director of Finance and Business Services Matt Makara discussed the quarterly financial report.

**Comprehensive Sexuality Education Plan - Discussion** - Executive Director of Teaching, Learning & Professional Development Tammy O'Neill and Associate Director of Teaching, Learning & Professional Development Rob Holloway discussed the District's Comprehensive Sexuality Education Plan. Questions and comments from the Board were discussed.

**Policy Revisions** - Chief of Staff Tiffany Shireman presented revisions to the following policies:

GCBDA/GDBDA – Family and Medical Leave

IKF - Graduation Requirements

IKFB - Graduation Exercises

JECA - Admission of Resident Students

JHCD - Medications

EBC - Emergency Management

EBCB - Fire, Seismic and Safety Threat Drills and Instruction

R24/25-56

**Contract Award: Copier Contract - Discussion/Action** - Tory McVay moved, Mitzi Bauer seconded the motion to award contract in the amount of \$1,296,150.00 to Pacific Office Automation (POA) to replace obsolete and no longer supported copier equipment at all locations throughout the District.

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

R24/25-57

**Capital Bond Refinance Authorization - Action** - Tory McVay moved, Glenn Wachter seconded the motion to authorize the refinancing of all or a portion

of the District's outstanding General Obligation Bonds, Series 2017A (Tax-Exempt Deferred Interest Bonds).

Motion passed 7-0 - Bauer, Benologa, Dobson, Kemp, McVay, Wachter, Wai voted yes.

There being no further business, the meeting adjourned at 8:28 p.m.

**Approved March 13, 2025**