



# Local Service Plan 2014-17 Year Three



**Lane Education Service District**  
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*Core Purpose*

*Shaping the Future -  
Supporting Excellence in  
Education*

*Core Values*

*Equity* – We support a respectful work environment and access to educational service to all students

*Commitment* – To districts, student and employee success

*Leadership* – that is informed, responsive, visionary, proactive and planful

*Collaboration* – actively engaged with our partners to achieve success

*Integrity*—approach our work with ethical actions, making and keeping commitments, courage and humility

*Goal*

*Lane ESD sets the standard as a model service provider by:*

- Exceeding the goals of our local service plan
- Maximizing our resources to achieve outstanding results
- Our students becoming integral members of their communities
- Local school districts recognizing the relationship between Lane ESD support services and improvement in student achievement



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### Superintendent's Office Message

The Lane County superintendents agreed to a three-year Local Service Plan (LSP) framework that extends through the 2015-17 biennium, with the goal of aligning future LSP's with Oregon's biennial funding. This agreement provides stability for planning and implementation of services and programs. Year three (2016-17) of the 2014-17 Local Service Plan was developed in collaboration with our local superintendents, Lane ESD administrators and staff, and reviewed and approved by the Lane ESD Board of Directors on January 26, 2016. The Local Service Plan process continues to be informed by the recommendations from the Lane Education Service District Service Review (2012) and from the results of the Lane ESD Services Survey with the goal of remaining responsive and relevant to our component districts.

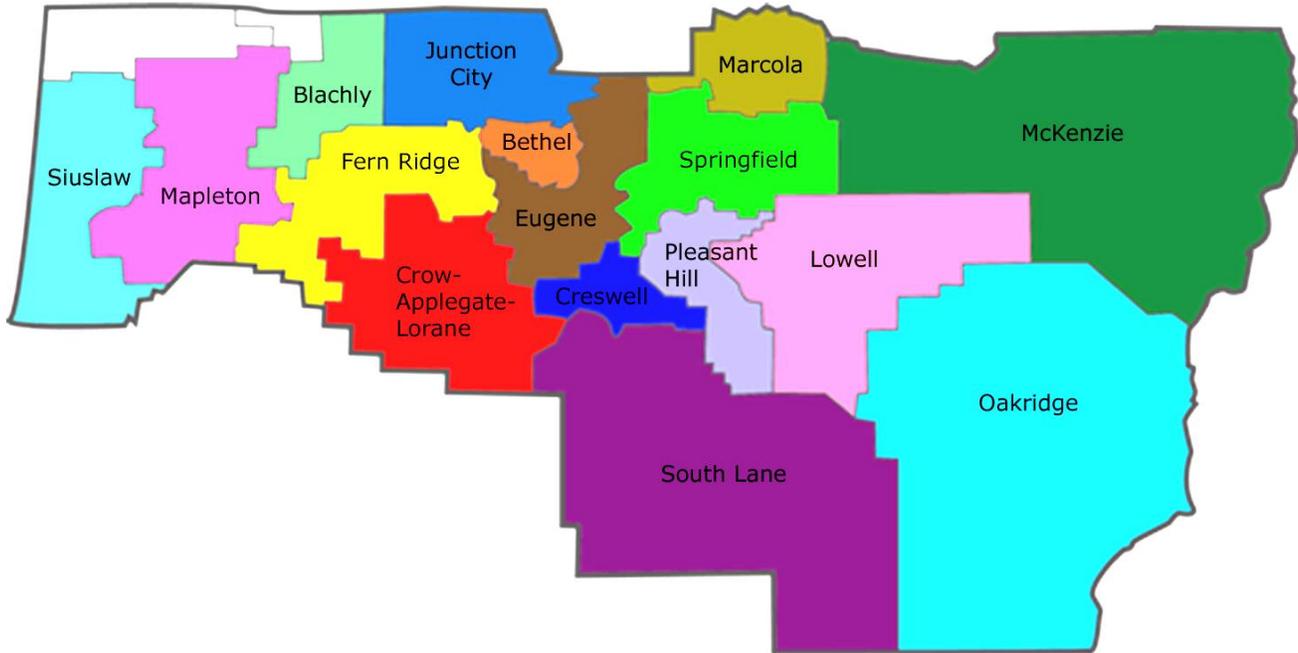
The 2014-17 Local Service Plan serves as a foundation for an agreement that gives more flexibility to districts and ensures access to services for all districts and students. The LSP also provides a framework to extend and guide continued discussions as we work with our component districts' staffs and superintendents to examine the viability and effectiveness of both short and long term changes to our services.

The Superintendents' Council worked diligently to develop the three-year framework for this Local Service Plan that provides Core Services and a Funding Formula/Allocation Model that supports equitable and quality services. During Year One Lane ESD solicited component district feedback via the use of online surveys in the areas of School Improvement, Equity and Diversity, Special Education and Technology to inform adjustments to Year Two of the Local Service Plan. We continued our strategy of engaging various job-alike groups in Instruction, Equity & Partnerships (formerly School Improvement), Special Education, Technology and Business Services. The process was collaborative and transparent, and stakeholders had multiple opportunities to provide input into the development of the Local Service Plan.

We would like to acknowledge the support and work of the Superintendents' Council, Lane County School districts and Lane ESD staff and, of course, the Lane ESD Board of Directors.

Thank you.

## Component Districts



**Bethel, #52**

Superintendent – Colt Gill

**Blachly, #90**

Superintendent – James Brookins

**Creswell, #40**

Superintendent – Todd Hamilton

**Crow-Applegate-Lorane, # 66**

Superintendent – Aaron Brown

**Eugene, #4J**

Superintendent – Gustavo Balderas

**Fern Ridge, #28J**

Superintendent – Sally Storm

**Junction City, #69**

Superintendent – Kathleen Rodden-Nord

**Lowell, #71**

Superintendent – Walt Hanline

**Mapleton, #32**

Superintendent – Jodi O'Mara

**Marcola, #79J**

Superintendent – Bill Watkins

**McKenzie, #68**

Superintendent – Jim Thomas

**Oakridge, #76**

Superintendent – Don Kordosky

**Pleasant Hill, #1**

Superintendent – Tony Scurto

**Siuslaw, #97J**

Superintendent - Ethel Angal

**South Lane, #45J**

Superintendent – Krista Parent

**Springfield, #19**

Superintendent – Sue Rieke-Smith



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## Core Services and Funding Formula/Allocation Model

Lane ESD's Core Services and Funding Formula/Allocation Model provides the basis for allocating Lane ESD's resolution funds for core services and to districts. ORS 334.177 requires that at least 90% of all ESD revenues from the State School Fund (SSF) and other funds considered local revenues be spent on the provision of services approved in the Local Service Plan. The remaining 10% may be spent on administrative services.

The concept of Flex Funds was introduced at the beginning of the 2004-05 fiscal year, allowing a portion of resolution funds to be allocated to each district to "spend" on Local Service Plan menu and custom services. In 2011-12 the model was adjusted to provide districts with greater flexibility to select ESD services. In previous years, roughly 84% of the funding was allocated to Core services. Starting 2011-12, 15% was allocated to Core services and the balance was allocated to Districts as Flex Funds. The 2013-14 Local Service Plan introduced the option for "transit" dollars, which allowed districts to receive up to 50% of their Flex Funds in the form of cash. Six districts have elected to use transit dollars to support district-based programs and services.

Also introduced in 2013-14 Local Service Plan was the Life Skills Consortium Services model and changes to Core Services, including the addition of funds for Innovation/programs.

### **2016-17 (Year Three) Local Service Plan**

In accordance with ORS 334.177 districts notified the ESD of the intention to withdraw funds and the percentage of funds to be withdrawn by November 1. Lane County districts have been asked to select a percentage range rather than identifying an exact percentage. No district requested more than 50% of available transit funds.

Because current ADMw numbers were not available during the development or implementation of the 2016-17 (Year Three) Local Service Plan, the May 2015 ADM figures for 2014-15, as provided by ODE, were used for the Core Services and Funding Formula/Allocation Model.

### **The 2014-17 Local Service Plan provides three categories of service:**

#### **Core Services**

Core Services are funded *prior to the allocation* of district Flex Funds and do not require districts to use their Flex Funds. Technology, General Education, Connected Lane County support, Innovation Project Funds and the Life Skills Cost Pool are currently designated as Core Services.

Core services are designed so that essential services are available to all districts. Core services will not necessarily meet all of any individual district's needs, districts are strongly encouraged to take advantage of Core services. Core services provide stability and flexibility in meeting county-wide needs where the level of supports may vary from district to district and from year-to-year; generally the true value of the service is realized over time.



**Menu Services**

These are services available from a "menu of services" that provides districts with the option to select or order available services from Lane ESD. The cost of services is covered by Flex Funds allocated to districts or district funds.

**Custom Services**

These are services that are developed for an individual district or group of districts based on a specific need. These services may include the assignment of a specific amount of FTE or the provision of a service (e.g. payroll/business services, professional development, technology technician/engineer). Districts order the amount of service desired to meet their needs. Districts are assessed the full cost of the service and may use Flex Funds or district funds to pay for these services.

**Changes for the 2016-17 Local Service Plan:**

**Core Services and Funding Formula/Allocation Model**

There are minor changes for 2016-17 which include the following:

1. Funding for the Life Skills Cost Pool will be set at \$100,000.
2. Innovation Funds will support for Research for Better Teaching (RBT) licensing, and continued support for improving mathematics instruction.

**2014-17 Local Service Plan**

The Superintendents' Council agreed to a three-year Local Service Plan framework, with the intent of aligning with Oregon's biennium funding structure. Alignment of the Local Service Plan with the two-year fiscal cycle provides stability and the opportunity for long-range planning. Lane ESD programs can focus more strategically on implementation of services that support district long-range goals, while maintaining the ability to assess and make program adjustments to meet emerging needs. The Superintendents' Council will annually review and make service and program recommendations. As required Lane ESD and component districts will follow the formal annual approval process for the Local Service Plan.

**Withdrawal from Lane ESD**

In 2013 amendments to ORS 260.432 and 334.105 expanded the option for component school districts to withdraw from local ESD's state-wide beginning in 2014-15.

To support partnerships within Lane County, Lane ESD's goal is to continue to collaborate and partner with any school district that may withdraw from the ESD. Districts that withdraw from services will:

- Be invited to attend job-alike meetings, including: Superintendents' Council, Special Education Directors, Lane County Technology Advisory Committee, Curriculum Leaders meetings, and any other meetings that are supportive of services and programs county-wide
- Continue as a member of the Life Skills Consortium
- Continue as a member of consortium grants, CTE/Perkins, and Title program collaborations
- Continue to participate in county-wide school improvement efforts



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### **Potential Changes in Funding**

The 2014-17 Local Service Plan continues to provide districts with the flexibility to access Core Services and annually select those services needed to meet individual districts needs, as well as the option to develop unique services where feasible. Should there be reductions to Lane ESD's revenue as a result of legislative action, which reduces the funding ratio for ESD's, there will be a proportionate reduction in Flex Funds available to districts.

When overall economic conditions result in the reduction to Lane ESD's formula revenue, Lane ESD will make every attempt to respond with corresponding expenditure reductions or otherwise offset the revenue loss in a manner that minimizes impact to component districts.

Grant funding is also used to support Lane ESD and component district programs and services. Services funded through contracts or grants are not subject to the 90% expenditure requirement.

### **Process for Selecting Lane ESD Menu Services & Service Levels**

Districts select the specific Lane ESD services and service levels from the service menu by mid-March of each year. Requests for services are submitted using the Lane ESD Service Order Form. Districts' available funds and the costs for services are listed on the Lane ESD Service Order Form.

### **Core Service - Decision Making**

Specific services and associated funding levels included in Core Services are agreed upon by the Lane County Superintendents' Council. The 2014-17 Local Service Plan Core Services include: Technology, General Education, and Innovation/Projects, Connected Lane County and Life Skills Cost Pool.

### **Changing Services Included in Core Services**

Core Service components change or evolve based on Lane ESD's recommendation in response to analysis of county-wide needs or interests of component districts. In both cases the proposed change is analyzed and approved by the Superintendents' Council.

### **Timelines**

Proposals that require significant change, such as the establishment of new programs, expansion of specialized services, or increase in fiscal resources allocated to Core Services, should be presented as early as possible, and no later than the Superintendents' Council meeting in October. This timeline allows the Superintendents' Council time to determine if the proposal should move forward to formal feasibility assessment by Lane ESD. The Superintendents' Council may establish a subcommittee to review feasibility information and make final recommendations regarding proposals. Subcommittee recommendations and feasibility assessment will be presented to the full Superintendents' Council for their decision.

Exceptions to the timeline are made for proposals that do not require additional fiscal resources or re-staffing, as long as the proposal is supported by the Superintendents' Council.



Approved proposals that involve more complex changes (hiring of specialized staff, implementation of new programs) may be implemented either as a pilot or as a general change to Core Services.

When changes are implemented as a pilot, a subcommittee of superintendents will be asked to assist in the development of criteria to use in assessing the pilot and recommendations on whether changes should be incorporated into the Core Services. If a pilot is successful, but is not approved to be included in Core Services it may be offered as a service menu item or custom service.

### **Innovation/Projects**

Proposals for Innovation/Projects may be developed by the Lane County Curriculum Leaders, Lane County Technology Advisory Committee (LCTAC), Special Education Directors Committee, or an ad hoc committee established by the Superintendents' Council.

Innovation/Project proposals should focus on priorities identified by the Superintendents' Council. It is recommended that proposals outline the specific outcomes for the project, the time frame for implementation and budget requirements. Lane ESD administrators and component district staff will assist with feasibility aspects of the proposal.

Proposals for accessing Innovation Funds are approved annually by Superintendents' Council prior to March 30 to provide adequate planning time and effective implementation of the project in the next school year.

The Superintendents' Council approved the use of Innovation/Projects Funds available from the Local Service Plan to fund a mathematics specialist, consultation for improving mathematics instruction, and Research for Better Teaching (RBT) licensing.

### **2016-17 Life Skills Cost Pool**

In 2016-17 the Life Skills Cost Pool will be funded at \$100,000.

The access to the Life Skills Pool is based on disproportionate Life Skills enrollment criteria.

### **2016-17 Connected Lane County**

Superintendents approved \$60,000 to partially fund the activities and infrastructure of Connected Lane County.



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**Menu Services – Decision Making**

**Adding Services to the Menu**

A Menu Service offering may change or evolve based on recommendations of the ESD in response to analysis of county-wide needs or interests of component districts. In both cases, the proposed change is analyzed and approved by the Superintendents' Council.

**Timelines**

Proposed changes that require establishment of new programs, expansion of specialist services, or an increase in fiscal resources allocated to Core Services should be presented no later than the Superintendents' Council meeting in October, so that the Superintendents' Council can determine if the proposal should move forward to formal feasibility assessment by Lane ESD. Timelines for completing the feasibility assessment will be set jointly by the ESD and the Superintendents' Council.

Proposals that come forward later in the planning process and that do not require complex program development and are supported by the Superintendents' Council will be placed on the menu if there is feasible interest to cover the costs of the service.

In some cases, proposals may be implemented as a pilot as described below.

**Elimination of Service**

There may be instances in which specific services are discontinued if component districts' orders and associated fiscal support are not adequate to continue the service. The decision to eliminate a service will be made by Lane ESD in consultation with component district superintendents, taking into consideration the implications for the impacted districts and Lane ESD's fiscal and personnel restraints.

**Establishing Pilot/Custom Services**

There may be instances in which services are added if there is sufficient district interest and associated fiscal resources to cover start-up and implementation costs. Districts that have an identified need not currently available on the service menu may request that Lane ESD develop a custom service to meet the district's unique need. The district and Lane ESD will identify the nature and scope of the service need. This information is used to estimate the cost of providing the service. If the district and Lane ESD agree that it is feasible and cost effective to establish the service, it will be implemented either as a pilot or on-going service.

If implemented as a pilot, Lane ESD and the district will establish criteria for assessing the results of the pilot. All Lane County superintendents will be informed regarding new custom services offerings and options for participating, as well as information gleaned from 2015-16 pilots. There were no custom/pilot services requested for 2015-16. A proposal for Superintendent Office services was considered by three districts in 2013-14, but services were not ordered. In 2014-15 Substitute management services was explored as a custom service, and after review it was determined that districts could locally manage this service.

**Service Flexibility**

Offerings on the "Menu of Services" are available to all component districts.



**Service Implications**

Flexibility in the Menu of Services from year to year is a key element to ensuring this Local Service Plan continues to meet the needs of component districts.

The level of annual flexibility is dependent upon numerous factors and considerations for both the districts and Lane ESD.

For example, some services require a significant investment of resources on the part of Lane ESD and districts to develop a viable infrastructure and sustainable staffing. As a result, starting, ending or significantly changing these services requires more analysis and review.

There are other services, however, that can be more flexible from year to year, making annual adjustments in services and service levels easier to accomplish.



## Menu of Services

### Menu of Services

#### **Current Menu**

Below is the Menu of Services for 2016-17. The Menu of Services includes Core Services provided to all districts without the need to order and services that are offered based on district selection. Core Services are indicated by an asterisk (\*).

The Menu of Services below does not include services provided via grants or services ESD's are mandated to provide.

2016-17 Menu of Services
Services to Students with Special Needs
Life Skills ESD and Consortium Placements Lane School (Special School) Behavior Disorder Placements Behavior/Autism Spectrum Disorder Consortium Placements Behavior Disorders – Teacher or Consultant MLK Jr. Education Center School Psychologist Speech & Language Pathologist Augmentative Communication Direction Service Custom Services
Instruction, Equity and Partnership Services
General Education* Tragedy Response Career & Technical Education Custom Services
Technology Services
Infrastructural Technology* Learn 360 Custom Services
Administrative Services
Business Courier Attendance Truancy Substitute Teacher List Subscription Custom Services

### Funding Sources

A brief explanation of the various funding sources and parameters for the services provided within this Local Service Plan is below.



**State School Fund (SSF) Revenue**

Lane ESD's primary revenue source for services to districts is the State School Fund (SSF). Lane ESD's share of SSF is based on the overall allocation of SSFs to all Lane County Districts. Oregon ESDs receive 4.5% of the total SSF allocated for their region.

The percentages and formulas for SSF allocations for districts and Oregon ESDs are set by the Oregon Legislature and are subject to change. Changes in Oregon ESD funding allocations have a direct impact on Lane ESD's Core and Flex Fund Model allocations to component districts, and will impact services and service levels.

ORS 334.177 requires that at least ninety percent (90%) of all Oregon ESD revenues from the State School Fund (SSF) and other funds considered local revenues be spent on the provision of services approved in the Local Service Plan. The remaining ten percent (10%) may be expended on administrative services.

The 10% administrative services allocation is an essential component to providing services to districts. The cost of facilities, accounting, human resources, technology, and general administrative overhead (insurance, legal fees, etc.) is paid for with these funds. Home School program services, grant development, and a portion of equity and diversity services are also included in the 10% administrative services allocation.

**Menu of Services Funding**

Items on the Menu of Services are available to all districts based on their annual selection. The cost of services ordered from the menu are charged to the district's flex fund allocation and/or invoiced to the district if in excess of available flex funds.

**Other Services**

Lane ESD also provides services by way of contracts with component districts or other public or private entities.



### **Programs Included in 10% Administrative Revenue**

#### **Home Schooling**

Oregon ESD's are mandated to provide Home School services. Lane ESD is responsible for accepting notification from parents or guardians who intend to educate their children at home. Lane ESD serves as a primary information resource to parents, students, schools, and districts.

Lane ESD is responsible for the following:

- monitoring compliance with home school notification and testing requirements;
- monitoring academic progress requirements;
- providing detailed reports to districts including compliance and testing information.

#### **Equity and Diversity**

Component districts have identified a priority for improving culturally responsive instructional practices at the classroom level to support implementation of evidence-based practices within all programs and services in order to eliminate gaps in student achievement and disproportionate representation in special education, discipline, and graduation rates based on race, ethnicity, and socio-economic status. Equity and Diversity supports are being fully integrated into the Instruction, Equity and Partnerships area.

#### **Grant Development**

Lane ESD recognizes the importance of outside funding in shaping the future of education in Lane County. Lane ESD employs or contracts with a grant writer to support acquisition of grant resources to enhance services in alignment with ESD and component district priorities.

#### **Title Programs**

Lane ESD administers three federal title programs (see p. 27) and a portion of the administrative functions associated with these programs are funded by Lane ESD to ensure that the program efforts are successful.



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**Federal & State Mandates for Oregon ESDs**

Lane ESD's services align with the services prescribed for every Oregon Education Service District in ORS 334.175(2) as follows:

**Services to Children with Special Needs**

Programs for children with special needs, including but not limited to the following:

- Special Education
- At-risk Students
- Professional development for employees who provide those services

**Instruction, Equity and Partnerships Services**

Instruction, Equity and Partnership Services for component school districts, including but not limited to the following:

- Meeting the requirements of state and federal law
- Services designed to allow Lane ESD to participate in and facilitate a review of state and federal standards related to the provision of a quality education
- Support and facilitate continuous improvement planning
- Support for school-wide behavior and climate issues
- Professional Technical education
- Professional development for employees who provide those services

**Technology Services**

Technology Support for component school districts and the individual technology plans of those districts, including but not limited to the following:

- Technology infrastructure
- Data services and distance learning
- Professional development for employees who provide those services.

**Administrative Support Services**

Administrative and Support Services for component school districts, including but not limited to the following:

- Services designed to consolidate component school district business functions
- Liaison services between ODE and component districts
- Registration of children being taught by private teachers, parents or legal guardians pursuant to ORS 339.035

**Other Services**

Other Services that ESDs are required to provide by state or federal law, including but not limited to the following:

- Compulsory Attendance required under ORS 339.005 to 339.090.

**Performance Measures**

In addition to providing these "core" services, Lane ESD's services must also be equitable, cost effective, of high quality and meet local district needs. Services must also be evaluated using the following performance measures:

- Improving student learning
- Enhancing the quality of education for all students
- Providing quality professional development for district staff
- Enabling districts and their students to equitable access to resources
- Maximizing operational efficiencies and providing economies of scale

## Services to Children with Special Needs

### Life Skills Consortia Services

**Service Description**

Lane ESD's and district-operated Life Skills programs form a consortium to serve students with moderate, severe, and profound disabilities as part of a continuum of services. Classrooms for students in kindergarten through grade 12 are located in a number of elementary, middle and high schools throughout Lane County. Students ages 19-21 are served in "Transition Classrooms". Consultants and Instructional Assistants also serve students in three rural districts.

The Life Skills Consortia includes all sixteen districts, with Bethel, Eugene, Junction City and Lane ESD as service providers. The Life Skills Consortia Agreement describes the common unit cost determined annually, resident and serving district responsibilities, the process for resolution of concerns, and Lane ESD's responsibility for the coordination of placements.



#### **Kindergarten to Grade 12**

- Highly individualized instruction in functional academics, daily living skills, and social/communication skills
- Inclusion support
- Secondary students also receive instruction in vocational skills and community accessibility.

#### **Transition Classes**

- Students learn independent living skills to help transition to adulthood.
- Students explore community options such as community college classes, public transportation, leisure and recreation, apartment living, and employment opportunities.

**Goals**

- Assist component districts in meeting the requirements of IDEA and Oregon Administrative Rules
- Implement evidence-based practices in the education of students with moderate, severe and profound disabilities to improve student learning
- Enable component districts and the students they serve to have equitable access to resources in Special Education
- Maximize operational and fiscal efficiencies for component districts in the area of Special Education

**Budget**

The annual budget allocation for this service is based on the districts' annual service orders for the service.

## Services to Children with Special Needs

### Behavior Disorder Services

**Service Description** Lane ESD assists districts in meeting the federal requirement to provide a continuum of services for students with the most challenging behaviors.

#### **Lane School**

Lane School is a structured behavior and academic program designed for students in kindergarten through grade 8 who experience significant behavioral, social, and academic difficulties.

Lane School is located at the Lane ESD Westmoreland Campus and has one satellite classroom in Creswell School District. Services are designed to help students gain the skills needed to be successful in their home school. Students are referred by their resident district and typically attend Lane School for about 18 months before transitioning back to their home school.

#### Goals

- Assist component districts in meeting the requirements of IDEA and Oregon Administrative Rules
- Implement evidence-based practices in the education of students with behavioral/emotional disabilities to improve student learning
- Assist districts with targeted interventions addressing the needs of students with behavioral/emotional disabilities
- Provide consultation and professional development to component district employees
- Enable component districts and the students they serve to have equitable access to resources in Special Education
- Maximize operational and fiscal efficiencies for component districts in the area of Special Education.



#### Budget

- The annual budget allocation for this service is based on the districts' annual service orders for the service.

## Services to Children with Special Needs

### Comprehensive Services Program

Lane ESD partners with Trillium Behavioral Services and Direction Services to provide an educational program for students in grades 6-8 with mental health needs that includes therapeutic and wrap-around services.

The Comprehensive Services Program is located at the Lane ESD Westmoreland Campus. Services are designed to help students gain the skills needed to be successful in less restrictive settings. Students are referred by their resident district and, when the team determines they are ready, transition to a less restrictive setting, such as Lane School.

#### Goals

- Assist component districts in meeting the requirements of Individuals With Disabilities Act (IDEA) and Oregon Administrative Rules
- Implement evidence-based practices in the education of students with mental health needs to improve student learning
- Assist districts with targeted interventions addressing the needs of students with mental health needs
- Enable component districts and the students they serve equitable access to resources in Special Education
- Maximize operational and fiscal efficiencies for component districts in the area of Special Education



- The annual budget allocation for this service is based on the districts' annual service orders for the service.

### Behavior Disorder – Teachers / Consultants

#### Service Description

Behavior Disorder Consultants provide in-service training/consultation to districts for behavior/classroom management and strategies for working with emotional/behavioral disabilities.

Behavior Disorder Teachers can be ordered from the service menu to serve in district-operated behavior classrooms.

#### Goals

- Assist component school districts in meeting the requirements of state and federal laws for IDEA and enhance the quality of education provided to special education and at-risk students
- Improve learning for students in special education and for at-risk youth by providing consultation to district personnel and provide professional development to component district employees in the area of special education and at-risk youth
- Enable component school districts and the students they serve to have equitable access to resources in special education and at risk youth
- Maximize operational and fiscal efficiencies for component school districts in the areas of special education and at-risk youth

#### Budget

The annual budget allocation for this service is based on the districts' annual service orders for the service.



**Martin Luther King, Jr. Education Center**

Service  
Description

Martin Luther King, Jr. Education Center is a collaboration between Lane ESD and the Department of Youth Services (DYS) to provide educational services to adjudicated youth in middle school and high school. The program is jointly operated by DYS and Lane ESD. The program is funded by district-paid tuition for students enrolled in Credit Recovery and General Education Development (GED) services and is augmented by DYS Juvenile Crime Prevention funds, Juvenile Accountability Block Grant funds and Video Lottery, which funds Job Skills/Life Skills services.

Goals

- Assist component districts in meeting the requirements of state and federal laws for IDEA and enhance the quality of education provided to special education and at-risk students
- Enable component districts and the students they serve to have equitable access to resources targeting at risk youth
- Maximize operational and fiscal efficiencies for component school districts in the area of special education and at-risk youth

Budget

The annual budget allocation for this service is based on anticipated student enrollment.



## Services to Children with Special Needs

### School Psychology Services

Service	School psychologists are utilized in a variety of ways based on the needs of component districts.
Description	<p>School Psychology services might include the following:</p> <ul style="list-style-type: none"> <li>• Psycho-educational assessments provided to assist districts in determining student eligibility for special education</li> <li>• Development and monitoring of student behavior support plans</li> <li>• Consultation with school staff and parents on behavioral and educational concerns</li> <li>• Service coordination assistance to district staff, parents and other professionals to ensure student success</li> </ul>
Goals	<ul style="list-style-type: none"> <li>• Assist component school districts in meeting the requirements of state and federal laws for IDEA.</li> <li>• Enhance the quality of education provided to special education and at-risk students by providing timely and comprehensive psycho-educational evaluations that assist districts in determining eligibility for Special Education services</li> <li>• Improve learning for students in special education and at-risk youth by providing consultation to district personnel</li> <li>• Provide professional development to component district employees in the area of special education and at-risk youth</li> <li>• Enable component school districts and the students they serve to have equitable access to resources in special education and at risk youth</li> <li>• Maximize operational and fiscal efficiencies for component school districts in the area of special education and at-risk youth</li> </ul>
Budget	The annual budget allocation for this service is based on the districts' annual service orders for the service.



## Services to Children with Special Needs

### Speech Services

**Service Description** Speech Services are offered to support districts in assessing and providing Individualized Education Plan (IEP) related services to identified students.

- Goals**
- Assist component school districts in meeting the requirements of state and federal laws for IDEA and enhance the quality of education provided to special education and at-risk students
  - Improve learning for students in special education and at-risk youth by providing consultation to district personnel and provide professional development to component district employees in the area of special education and at-risk youth
  - Enable component school districts and the students they serve to have equitable access to resources in special education and at risk youth
  - Maximize operational and fiscal efficiencies for component school districts in the area of special education and at-risk youth

**Budget** The annual budget allocation for this service is based on the districts' annual service orders for the service.

### Augmentative Communication

**Service Description** Augmentative Communication Services are designed to work in partnership with school speech and language therapists and other team members. Augmentative Communication Specialists assist in identifying, evaluating and providing intervention for students with severe communication disorders who would benefit from augmentative communication. Augmentative communication includes all forms of communication, other than oral speech, that are used to express needs, wants and ideas.

- Goals**
- Assist component school districts in meeting the requirements of state and federal laws for IDEA and enhance the quality of education provided to special education and at-risk students.
  - Improve learning for students in special education and at-risk youth by providing consultation to district personnel and provide professional development to component district employees in the area of special education and at-risk youth.
  - Enable component school districts and the students they serve to have equitable access to resources in special education and at risk youth.
  - Maximize operational and fiscal efficiencies for component school districts in the area of special education and at-risk youth.

**Budget** The annual budget allocation for this service is based on the districts' annual service orders for the service.



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*Services to Children with Special Needs*

**Direction Service**

Service	Direction Service, a local non-profit agency, provides information and referral services to parents and districts regarding specialized services available in Lane County for students with disabilities.
Description	Direction Service also acts as a mediator between districts and parents of children with disabilities and focuses on collaborative dispute resolution. Lane ESD contracts with Direction Service on behalf of subscribing component districts.
Goal	<ul style="list-style-type: none"><li>• Provide districts and parents of students with special needs access to cost effective referral and mediation services</li></ul>
Budget	The annual budget allocation for this service is based on the districts' annual service orders for the service.



2016-17 Grant and Contract Services

**Early Intervention/Early Childhood Special Education**

Lane ESD sub-contracts with the University of Oregon (EC Cares) to provide administration and coordination of services to all eligible preschool children with disabilities and their families in the service area.

**Lane Regional Low-Incidence Program**

Lane Regional Program provides Special Education services for children who have low-incidence disabilities, including; Visual Impairments, Hearing Impairments, Deaf/Blindness, Severe Orthopedic Impairment, Autism Spectrum Disorder and Traumatic Brain Injury.

**State Hospital**

Lane ESD provides educational services to 18-21 year old students who are hospitalized for either short-term or long-term care.

**Juvenile Detention Education Program**

Lane ESD provides educational services to youth in the Serbu Juvenile Detention Center.

**Phoenix Treatment Program**

Lane ESD provides educational services to youth in the Phoenix Treatment Program at Serbu Juvenile Detention Center.

**TBI Liaison**

Lane ESD provides grant support for Traumatic Brain Injury (TBI) liaisons to consult with district personnel.

**System Performance Review & Improvement (SPR&I)**

Lane ESD's SPR&I sub grant awards assist with annual performance data collection and reporting for special education.

**Extended Assessment**

Lane ESD supports training and professional development around the statewide assessment of students with disabilities.

**IDEA Enhancement**

Lane ESD supports enhancement of activities for students with disabilities in the areas of Response to Intervention (RTI), Positive Behavior and Instruction Support (PBIS), expanded SPR&I, and determination issues.

**Employment Support Facilitator**

Lane ESD's Employment Support Facilitator supports the implementation of Youth Transition Programs (YTP) designed to meet the needs of students enrolled in the Life Skills Transition program. The position works with the Vocational Rehabilitation (VR) office, Oregon Developmental Disability Services (ODDS), and local Lane County Service Coordinators to arrange for the provision of YTP activities for eligible students.

## Instruction, Equity and Partnership Services

### General Education

**Service Description** General Education Services include leadership and professional development to assist districts in implementing research-based practices that address content standards to ensure a quality education for all students.

General Education specialists provide technical assistance and professional development to teachers in curriculum, instruction, and assessment. Expertise is available in the areas of Culturally Responsive Practices, Literacy, Writing, Math and Science.

#### **Technical Assistance**

Specialists and staff work with districts to analyze data, review best practices, and plan implementation strategies for improving student achievement. A Lane ESD priority is to positively impact the current inequitable outcomes according to student race, ethnicity and economic status in achievement, discipline, special education, Talented and Gifted (TAG) and graduation rates. Support is also provided to assist districts in creating equitable environments and services.



#### **Professional Development**

Specialists provide consultation and workshops to districts. Specialists coordinate and provide content workshops for school staff on-site and at Lane ESD. Professional development is based on data analysis and evidence-based practices and is designed to support academic content and curriculum alignment, as well as, implementation of equitable education practices in schools. Specialists also work with teachers on unit and lesson planning.

#### **Learning Resources**

Lane ESD provides an array of materials for Lane County public school educators, including digitized videos, clips, images, and audio files plus over 200 hands-on educational models and kits. Library, textbook, and copyright support services are also provided.

### Goals

Provide data-driven professional development and program evaluation to districts in the following areas:

- Student achievement
- Academic content support
- Curriculum alignment
- Evidence-based instructional strategies
- Assessment and data interpretation

Provide leadership and training to districts regarding State and Federal requirements.

Provide professional development and assistance to school districts for implementing state standards to ensure a quality education for all students; including supporting districts in developing awareness and basic understanding of the continuum of equitable education practices in schools.

### Budget

For 2014-17 General Education Services are fully funded and available to all districts. Districts do not need to order the service or use their Flex Fund allocation to cover the cost of the service.



*Instruction, Equity and Partnership Services*

**Career & Technical Education**

**Service Description** Career and Technical Education (CTE) staff provide leadership and services to districts to ensure students have opportunities to enhance 21<sup>st</sup> century technical skills, to explore a variety of careers, and successful transition to work or post-secondary education.

LESD Specialists and staff provides technical assistance to instructors, counselors, and administrators on the following:

- Innovative curriculum
- Employment preparation
- Alignment with secondary graduation requirements
- Services to reduce duplication given limited resources

**Partnerships with Colleges & Districts**

CTE Specialists and staff facilitate partnerships between area colleges and districts to address alternative learning options for students to obtain college and/or high school credit.

**Career Counseling and Guidance**

Staff works to enhance community and college partnerships for career exploration, workplace readiness, and technical skill development.

- Goals**
- Provide professional development to instructors on Career and Technical Education program design, curriculum and assessment
  - Facilitate high school and post-secondary partnerships to support student transitions and enhance opportunities for students
  - Develop business and community partnerships at local, regional and national levels to enhance learning opportunities for students
  - Connect Career and Technical Education programs with businesses through sponsoring and coordinating regional events providing students with career-related activities and proactively linking businesses and students

**Budget** The annual budget allocation for this service is based on the districts' annual service orders for the service.

**Tragedy Response**

**Service Description** Lane ESD coordinates annual training for district tragedy response team members on behalf of subscribing districts.

- Goals**
- Provide districts with cost-effective training
  - Maximize operational efficiencies for component school districts in maintaining a county-wide Tragedy Responses Network

**Budget** The annual budget allocation for this service is based on the districts' annual service orders for the service.



2016-17 Grant and Contract Services

**Carl Perkins – Contracted Services**

Improves professional technical education programs and articulates tech prep programs with Land Community College (LCC), grades 9-14.

**Carl Perkins – Small Schools**

Lane ESD supports districts in their efforts to provide career and technical education in collaboration with Lane Community College.

**Youth Transition Program**

Lane ESD provides district coordination for transitional support for special education students.

**CTE Course Equivalency Pilot**

Oregon Department of Education (ODE) is funding the development of a process for teams to assess CTE courses to determine the amount of academic credit available.

**Connected Lane County**

Lane ESD serves as the fiscal agent on behalf of Connected Lane County, which was selected as one of 11 regional partnerships across the state of Oregon invited to participate in the Regional Achievement Collaborative Pilot. Connected Lane County was chosen based on the depth of its partnerships, commitment to the success of students from pre-natal to age 22 (P-22), and the potential for implementing innovating and effective projects. Because of the depth and breadth of partnerships already developed since educational partners in Lane County partners first came together to work on P-22 issues in 2010, Connected Lane County has been also asked by the Chief Education Office to serve as a mentor and leader to other regions.

**Migrant Education – Title IC**

Lane ESD coordinates a regional Migrant Education Program (MEP) consortium serving Lane and Douglas counties including 29 school districts. MEP services provide supplemental instruction, community outreach and opportunities for parent involvement for eligible MEP students, including summer school and pre-school.

**English Language Learners(ELL) – Title III**

ELL services include technical assistance and training on English as a Second Language (ESL) curriculum alignment and in integrating English Language Proficiency standards into the regular curriculum.

**McKinney-Vento Education for Homeless Children & Youth – Title X**

Lane ESD assists coordination among schools and agencies providing services to homeless children and youth.

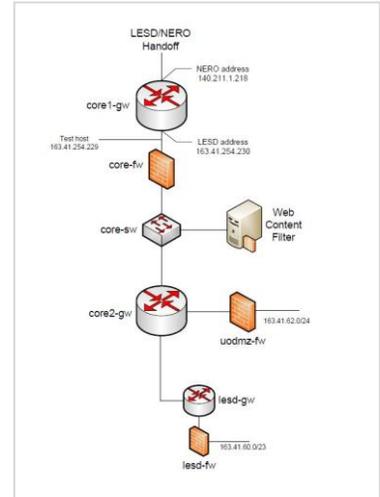
## Technology Services

### Infrastructural Technology

Service  
Description

Lane ESD offers component districts a variety of technology services to support student learning and staff productivity. In small districts technology supports focus on escalated response needs and interaction with contracted service providers; in large districts services are project-based with a specified allocation of service hours, augmenting district technology expertise. Lane ESD technology offerings include the following the following:

- Managed network connectivity
- Coordination and engineering support to district initiatives
- Hosted services, e.g. email, web, and library services
- Professional development to district technology support staff
- Network engineering and support in the design of districts' infrastructures
- Assistance in the writing, coordination, and implementation of grant activities related to technology infrastructures
- Coordinate data warehouse services
- Coordination among multiple agencies, including the creation and management of multi-lateral intergovernmental agreements



Goals

- Enhance the current network infrastructure to support scalable instructional needs of the component districts, including systems for the effective utilization of network resources
- Develop internal component district technology infrastructures to support robust long-range instructional needs, and to ensure staff and student usability

Budget

For 2014-17 Technology Services are fully funded and available to all districts. Districts do not need to order the service or use their Flex Fund allocation to cover the cost of the service.



### 2016-17 Grant and Contract Services

#### **Lane Community College Contract**

Lane ESD Technology functions as the Internet Service Provision (ISP) and remote campus connectivity for Lane Community College (LCC). Lane ESD and LCC began a recurring contract in 2005-06 that provides needed services to LCC and entrepreneurial funding to serve Lane County districts. Lane County districts have benefited from the LCC relationship and revenue in the following ways:

- Network core upgrade purchases (e.g. costly core routing systems, firewall)
- Common wide area network across 14 districts and all LCC sites simplifying instructional access
- Funding for development and "proof of concept" endeavors in direct support to districts

#### **Monroe Contract**

Lane ESD Technology provides Internet Services and filtering through an intergovernmental agreement with Monroe School District.



## Administrative Services

### Business Services

Service	Lane ESD's Business Office can provide services to districts on either a short term or annual basis.
Description	<p>Services include the following:</p> <ul style="list-style-type: none"> <li>• Payroll</li> <li>• Accounts Payable</li> <li>• Budget Preparation</li> <li>• Audit preparation</li> <li>• Financial reporting and management for grants</li> <li>• Monthly financial reports to Boards</li> <li>• Financial reporting to the Oregon Department of Education</li> </ul>
Goals	<ul style="list-style-type: none"> <li>• Assist component school districts in meeting the requirements of the Oregon Revised Statutes regarding local budget law and investments, Internal Revenue Service payroll and accounts payable regulations and Generally Accepted Accounting Principles.</li> <li>• Improve student learning and enhance quality education by providing accurate budget information to allow the districts to maximize the use of available funds for instructional services</li> <li>• Provide professional development opportunities at the bi-monthly meeting of the Lane County Business Officials</li> <li>• Provide services that allow districts to utilize Lane ESD's economies of scale and expertise to reduce their administrative costs</li> </ul>
Budget	The annual budget allocation for this service is based on the districts' annual service orders for the service.



## Administrative Services

### Courier Services

**Service Description** Lane ESD's courier services provide an efficient and secure method of moving materials among Lane ESD, districts and other public agencies.

- Weekly delivery services to subscribing districts, supporting both inter- and intra-district mail delivery for component districts
- Secure and confidential delivery of Student Records, including Special Education records
- Pick-up and delivery of instructional materials provided by Lane ESD to component districts including Media Materials (science kits, models, etc.), and audience response systems
- Movement of specialized equipment for special education classrooms
- Customized services to Eugene and Springfield Schools Districts to interface with district courier.

**Goals**

- Provide cost-effective, timely, accurate and courteous courier services to all component school districts

**Budget** Courier Services is a fee-based service.

### Substitute Teacher List Subscription

**Service Description** Lane ESD's Substitute Teacher Registration subscription provides an efficient method of ensuring that substitute teachers have completed required background checks and annual training requirements.

**Goals**

- Provision of annual application process to register new teacher substitutes
- Provision and monitoring of annual training requirements
- Completion of annual "intent to return" and usual and customary break periods notices
- Verification of valid teacher licensure.

**Budget** The Substitute Teacher List Subscription is a fee-based service.



## Administrative Services

### Attendance/Truancy Services

**Service Description** Lane ESD provides truancy officers to assist districts in returning truant students to their classrooms. Assistance is also provided in referring persistent truancy cases to Lane County Juvenile Court, Services to Children and Families, or for citation for failure to maintain a child in school. This is a state mandated service to districts with fewer than 1,000 students.

Lane ESD also coordinates the work of Conference Officers on behalf of local districts.

- Goals**
- Assist component school districts in meeting the requirements of the Oregon Revised Statutes regarding mandatory school attendance
  - Improve student learning and enhancing quality education by supporting district efforts to maintain student attendance and recapture ADM funding
  - Provide services that allow districts to utilize the ESD's economies of scale and expertise to reduce their administrative costs

**Budget** Attendance/Truancy Services are fee-based

2016-17 Grant and Contract Services	
<b>Inter-Library Courier</b>	Lane ESD provides pick-up and delivery of inter-library loan materials to the Lane County Libraries consortium.
<b>Substitute Teacher List Subscription</b>	Lane ESD Substitute Teacher List subscription services to private and alternative schools.