



# Local Service Plan 2013-14



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 2013-14 Local Service Plan (LSP) 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 22, 2013. The LSP process was informed by the recommendations from the Lane Education Service District Service Review completed in May 2012. The overarching goal in the development of the Local Service Plan was to ensure that Lane ESD services continue to be responsive and relevant to our component districts.

The 2013-14 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 Superintendents' Council worked diligently and thoughtfully to develop the LSP and Core/Flex Allocation Model that supports equitable and quality services. Essential to this process was the engagement of the districts' staff in addition to our college, early childhood, and community partners. The process was both collaborative and transparent, and stakeholders had multiple opportunities to participate in and guide the process.

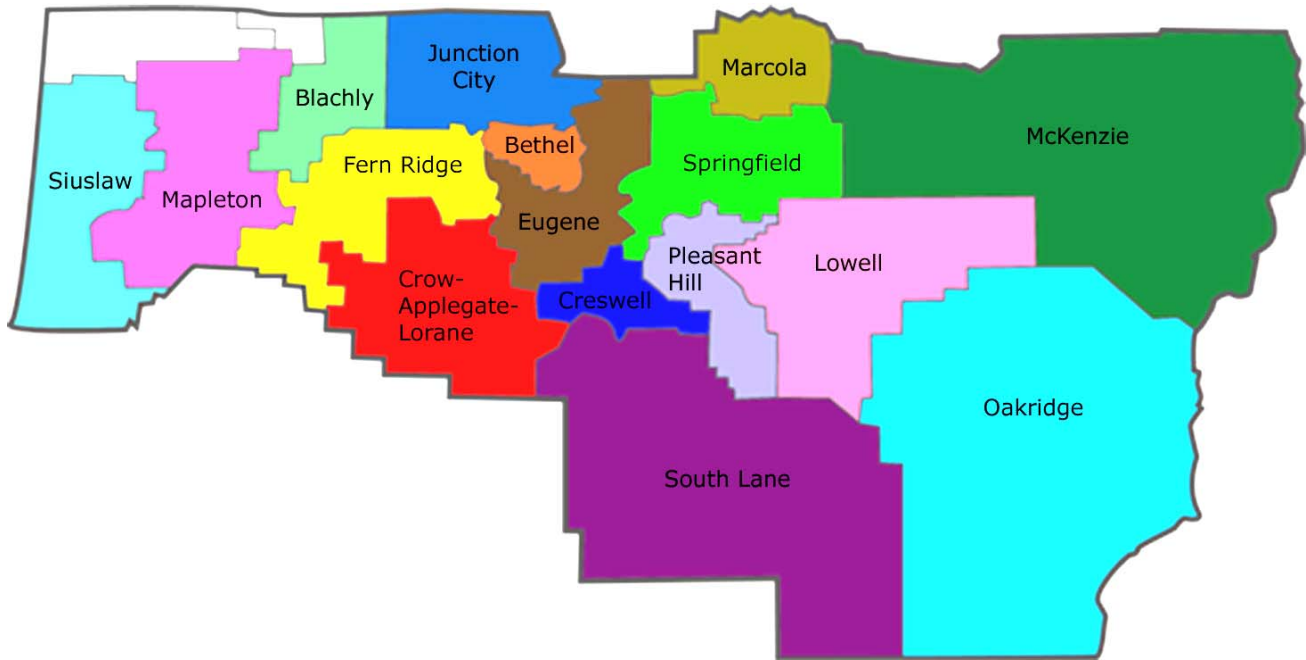
The 2013-14 Local Service Plan provides a framework to extend and guide continued discussions as we work with our component district staff and superintendents to examine the viability and effectiveness of both short- and long terms changes to our services. A committee comprised of representative Special Education Directors is currently reviewing and analyzing potential changes and options for collaboration in the area of special education programs and services. The committee will make recommendations to the Superintendents' Council in March 2013 on the feasibility of moving forward on identified priorities. This group is an excellent example of our component districts' and Lane ESD's commitment to the collaborative work necessary to serve the needs of all districts.

The Oregon Department of Education recently released the Education Service District Task Force Report. The 2013-14 Local Service Plan incorporates many of the recommendations of the report. The LSP was developed to be flexible in order to meet the changing needs of the districts. As we review and consider the recommendations from the Task Force, the LSP may further incorporate recommendations from the report and, at the same time, continue to change or modify services to address the needs of our districts.

Governor Kitzhaber and the Oregon Education Investment Board support the aspirational goal of 40-40-20. Lane ESD and our educational partners in Lane County recognize the tremendous opportunity we have to develop a regional P-20 Model for services that is comprehensive and articulated, and ensures that our students are successful and that we meet the 40-40-20 goal of Oregon.

We would to acknowledge the support and work of the Superintendents' Council, 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 – Bill Beaudoin

**Creswell, #40**

Superintendent – Todd Hamilton

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

Superintendent – Eileen Palmer

**Eugene, #4J**

Superintendent - Shelley Berman

**Fern Ridge, #28J**

Superintendent – Dennis Friedrich

**Junction City, #69**

Superintendent – Kathleen Rodden-Nord

**Lowell, #71**

Superintendent – Aaron Brown

**Mapleton, #32**

Superintendent – Jodi O’Mara

**Marcola, #79J**

Superintendent – Joel Bradford

**McKenzie, #68**

Superintendent – Sally Storm

**Oakridge, #76**

Superintendent – Don Kordowsky

**Pleasant Hill, #1**

Superintendent – Tony Scurto

**Siuslaw, #97J**

Superintendent - Jeff Davis

**South Lane, #45J**

Superintendent – Krista Parent

**Springfield, #19**

Superintendent – Nancy Golden



### *Core and Flex Fund Model*

Lane ESD's Core and Flex Fund Model provides the basis for allocating Lane ESD's resolution dollars core services and to districts. ORS 334.177 requires that at least ninety percent (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 ten percent (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 set aside for districts to "spend" on services. The model was adjusted beginning with the 2011-12 fiscal year to provide districts with greater flexibility to select ESD services.

With the Core and Flex Fund Model, services fall into three categories:

#### Fully-Funded (Core) Services

These are services that require no district contribution and are available to all districts within the resources allocated.

#### Menu Services

These are services available from a "menu of services" provided via Lane ESD's Local Service Plan that districts can elect to order from Lane ESD. The cost of the services is covered by Lane ESD Flex Funds and 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).

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.

There are two primary changes to the Core and Flex Fund model for 2013-14: 1) increase in core services which total 15% of the resolution dollars, and 2) the option for districts to receive up to 50% of their Flex Fund allocation in the form of transit dollars.

This model provides districts with the flexibility to annually select the amount of services needed to meet individual districts needs and 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.

When there are reductions to Lane ESD's formula revenue as a result of the state reducing their budget/school funding due to overall economic conditions, Lane ESD will make every attempt to respond with corresponding expenditure reductions or otherwise offset the revenue loss in a manner that minimizes further impact to component districts.

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



### Process for Selecting Services & Service Levels

By March 22, districts select the specific ESD services and service levels needed for their district from the service menu. Requests for services are placed via an individual district spreadsheet which identifies the district's Flex Fund allocation and the costs for services.

Districts may elect to receive up to 50% of their Flex Fund allocation in the form of transit dollars which are paid to the district. In selecting transit dollars the district agrees to use these funds for activities in one or more of the four categories outlined in statute governing ESDs (special education and at-risk youth, school improvement, technology, and administrative services).

### Core Service Offerings-Decision Making

Offerings and associated funding levels included in Core Services are agreed upon by the Lane County Superintendent's Council.

### **Innovation Projects**

The Superintendent's Council will establish a process for submission and review of proposed projects or services to be funded from the Innovation/Pilot Projects or Services fund.

### **Special Education Cost Pool**

A portion of resolution funds (\$500,000) have been set aside in a Special Education cost pool. The cost pool is available to districts whose enrollment in Lane ESD's Life Skills Education program exceeds 10% of the expected district enrollment based on the county-wide average ADMr. Distribution from the pool may not exceed a district's actual placement costs or the actual funds available in the cost pool. If the number of districts eligible for cost pool distributions exceeds the funds available in the cost pool, the distributions to eligible districts will be prorated.

Lane ESD provides districts with an estimated distribution amount after all Life Skills placement orders have been submitted. The final distribution amount is based on an end of year reconciliation. Any unused balance in the cost pool is distributed as flex dollars to all districts.

### Flex Fund Service Offerings – Decision Making

#### **Elimination of Service**

There may be instances where specific services are discontinued if component districts' orders and associated fiscal support aren't 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 the ESD's fiscal and personnel restraints.

#### **Establishing Custom Services**

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



All Lane County superintendents will be informed regarding custom services offerings and options for participating, as well as, information gleaned from pilots.

#### 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 component 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 on the part of the ESD and districts to develop a viable infrastructure and sustainable staffing. As a result, starting, ending or significantly changing these services require 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

#### Current Menu

Below is the menu of services for 2013-14. The menu 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 (\*).

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

2013-14 Menu of Services	
Services to Students with Special Needs	
<ul style="list-style-type: none"> <li>Life Skills Placements</li> <li>Behavior Disorder Placements</li> <li>Behavior Disorders – Teacher or Consultant</li> <li>MLK Jr. Education Center</li> <li>School Psychologist Services</li> <li>Speech &amp; Language Pathologist</li> <li>Augmentative Communication</li> <li>Direction Service</li> <li>Innovation Projects as approved by Superintendents' Council*</li> <li>Custom Services</li> </ul>	
School Improvement Services	
<ul style="list-style-type: none"> <li>General Education*</li> <li>Tragedy Response</li> <li>Career &amp; Technical Education</li> <li>Innovation Projects as approved by Superintendents' Council*</li> <li>Custom Services</li> </ul>	
Technology Services	
<ul style="list-style-type: none"> <li>Infrastructural Technology Services*</li> <li>Atomic Learning</li> <li>Learn 360</li> <li>Innovation Projects as approved by Superintendents' Council*</li> <li>Custom Services</li> </ul>	
Administrative Services	
<ul style="list-style-type: none"> <li>Business Services</li> <li>Courier Services*</li> <li>Attendance Truancy</li> <li>Grant Development</li> <li>Innovation Projects as approved by Superintendents' Council*</li> <li>Custom Services</li> </ul>	



## *Menu of Services*

### Funding Sources

A brief explanation of the various funding sources and parameters for the services provided within this 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. Lane ESD receives 4.5% of the Lane County allocation.

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 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 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 spent 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.) are 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***

In addition to services provided via the Menu of Services, Lane ESD also provides services via 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:

- 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***

ESD and component district staff are supported in developing the capacity for implementing evidence based practices within all programs and services, which support eliminating gaps in student achievement and disproportionate representation in special education, discipline, and graduation rates based on race, ethnicity, and socio-economic status. Engaging in community dialogue on issues related to equity and diversity and developing and maintaining relationships with community partners for the purpose of enhancing collaborative efforts that support student achievement and success is an area of emphasis.

***Grant Development***

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



## *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:

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

### School Improvement Services

School Improvement Services for component school districts, including but not limited to:

- Meeting the requirements of state and federal law
- Services designed to allow the 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:

- Technology infrastructure services
- 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:

- 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:

- 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 Services

**Service Description** Lane ESD’s Life Skills Education Program serves 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” located in community facilities. Consultants and educational assistants also serve students in three rural districts.



#### ***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.
- 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.

## *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 at two satellite classrooms. 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.



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 by large districts in lieu of Consultants. These teachers are assigned to district programs.
Goals	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Improve student learning in special education and in 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.</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.

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 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	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Enable component school districts and the students they serve to have equitable access to resources targeting 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 anticipated student enrollment.



## Services to Children with Special Needs

### School Psychology Services

Service Description	School psychologists are utilized in a variety of ways based on the needs of component districts. School Psychology services might include:
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- o Psycho-educational assessments are provided to assist districts in determining student eligibility for special education.
- o Development and monitoring of student behavior support plans.
- o Consultation with school staff and parents on behavioral and educational concerns.
- o Service coordination assistance to district staff, parents and other professionals to ensure student success.

### Goals

- Assist component school districts in meeting the requirements of state and federal laws for IDEA.
- 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.
- Improve student learning in special education and in at-risk youth by providing consultation to district personnel.
- 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.





## 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 student learning in special education and in 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 student learning in special education and in 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.



## Services to Children with Special Needs

### Direction Service

**Service Description** 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. 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**

- Provide districts and parents of students with special needs access to cost effective referral and mediation services.

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

2013/14 Grant and Contract Services	
<b>Early Intervention / Early Childhood Special Education</b>	
Lane ESD provides administration and coordination of services to all eligible preschool children with disabilities and their families in the service area. Lane ESD sub-contracts with the University of Oregon (EC Cares) to provide these services.	
<b>Regional Low Incidence Program</b>	
Regional Low Incidence Program – Lane ESD 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.	
<b>TBI Liaison</b>	
Grant support for Traumatic Brain Injury (TBI) liaisons to consult with district personnel.	
<b>System Performance Review &amp; Improvement (SPR&amp;I)</b>	
SPR&I sub grant awards assist with annual performance data collection and reporting for special education.	
<b>Extended Assessment</b>	
Supports training and professional development around the statewide assessment of students with disabilities.	
<b>IDEA Enhancement</b>	
Supporting enhancement of activities for students with disabilities in the areas of Response to Intervention (RTI), Positive Behavior Support (PBS), expanded SPR&I, and determination issues.	

## School Improvement 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 Equity/Diversity, 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, TAG and graduation rates. Support is also provided to assist districts in creating equitable environments and services.



#### **Professional Development**

Content specialists provide consultation and workshops to districts. Specialists coordinate and provide content workshops for school staff on-site and at the ESD. Professional development is based on data analysis and evidence-based effective 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.

#### **Media & Learning Resources**

Access to the Media Collection is expected to terminate at the end of the 2012/13 school year. The disposition of the collection has not yet been determined. Library and textbook support services will be provided within General Education Services.

**Note:** Lane ESD is assessing district interest in continued options for circulating non-traditional types of media such as resusci-annies, baby “think it over” dolls, replicas or models.

### Goals

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

- Student achievement
- Academic content support
- Curriculum alignment
- Best practices and teaching strategies
- Statewide assessment

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 2013/14 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.



## School Improvement Services

### Career & Technical Education

**Service Description** Career and Technical Education (CTE) staff provides leadership and services to districts for students to enhance 21<sup>st</sup> century technical skills, career exploration, and successful transition to work or extended schooling.

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

- 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 required 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.



2013/14 Grant and Contract Services

**21<sup>st</sup> Century Grant – Project ACT**

The 21<sup>st</sup> Century Grant funds Project ACT supporting community learning centers in Junction City, Oakridge, and McKenzie School Districts. These centers provide students with academic supports and innovative programs linking arts, careers, and technology.

**Carl Perkins – Tech Prep**

Improving professional technical education programs and articulating tech prep programs with LCC, grades 9-14 only.

**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 coordination to districts for transitional support for special education students.

**Math and CTE**

Lane ESD’s Math-in-CTE project utilizes a new professional development and teacher leadership model that pairs a career and technical education (CTE) teacher with a high school math teacher to explicitly teach and reinforce math concepts in the given career field.

**Oregon DATA Project - Sustainability**

The Oregon DATA Project through the Oregon Department of Education provided districts across the state with an opportunity to participate in the Project with additional resources provided through "sustainability" funding. Several component districts have signed partnership agreements and participate in activities designed to support and sustain the implementation of data teaming, continuous improvement and the use of data for improving classroom instruction.

In Lane County, we designed the Effective School Practices Network to coincide with the Oregon DATA Project "sustainability" effort in order to help districts braid evidence-based practices and initiatives while leveraging scarce resources responsibly. Those districts that participate receive professional development and technical assistance for implementing evidence-based and promising practices at the district administration, building and data team levels as well as coaching support and other resources including substitute reimbursement for approved activities that support these efforts.

**Migrant Education – Title IC**

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

**English Language Learners – Title III**

ELL services include technical assistance and training on ESL curriculum alignment and integrating English Language Proficiency standards into the regular curriculum.

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

Lane ESD will develop coordination between schools and agencies providing services to homeless children and youth.



***Indian Education – Title VII***

The Bethel Consortium for Indian Education serves eight school districts in 2013/14: Bethel, Creswell, C-A-L, Fern Ridge Junction City, Lowell, Pleasant Hill, and South Lane. Lane ESD is contracted to provide the personnel and administrative services to consortium members.

The students we serve must be members of a Federal or State recognized tribe or be related to a tribal member. We provide our students culturally relevant academic tutoring and mentoring to meet the Oregon standards in math and reading/language arts. In addition to the tutoring and mentoring services, we provide weekly Culture Classes where students can enrich their knowledge and experience with Native cultures and peoples.

***State Toolkit for Examining Post-Secondary Success (STEPSS) Grant***

Lane ESD coordinates implementation of the State Toolkit for Examining Post-Secondary Success (STEPSS) Professional Development (PD) project grant, involving collaboration within Oregon and three other states. The STEPSS Professional Development project is part of a multi-year University of Oregon research grant to develop and test professional development programs intended to support improving in-school transition programs for youth with disabilities. STEPSS is a web-based, data-based decision making tool focused on educators' use of secondary transition data.

***Effective School Counseling Programs Grant***

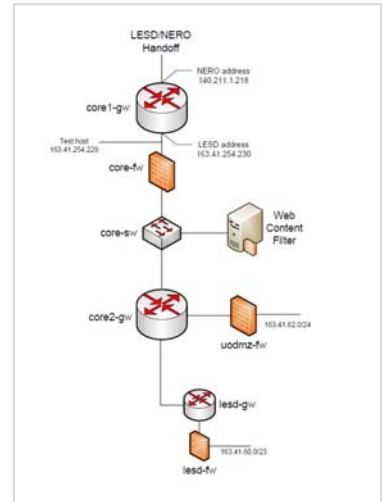
The Effective School Counseling Program is a 3-year federally funded grant that supports counselors in six districts: Marcola, Creswell, Lowell, McKenzie, Oakridge, and Pleasant Hill. This grant was awarded in October 2012 and will assist these districts in addressing a lack of mental health supports, increased behavior referrals, deteriorating academic and behavior infrastructures, and a marked increase in diverse and high-poverty student populations. The grant uses the research-based American School Counselor Association Model and Oregon Framework for Comprehensive Guidance and Counseling for implementation of services.

## Technology Services

### Infrastructural Technology

**Service Description** Lane ESD's Technology Services provides managed network connectivity supporting technology use in 14 of Lane County's 16 districts. In addition to network and internet access, Lane ESD provides:

- Coordination and engineering support to district initiatives;
- 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.
- Coordination between 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 2013/14 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.



## Technology Services

### Atomic Learning

- Service Description**
- Atomic Learning Video Tutorials is a large, online library of short, easy-to-understand video tutorials on a variety of software topics. Lane ESD is doing a pilot of providing an Atomic Learning subscription in the 2012/13 school year.
  - The vendor service is convenient and available 24 hours a day, 7 days a week, all year long.

- Goals**
- Provide districts with easy-to-access professional development for staff on a wide-array of software topics.

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

2013/14 Grant and Contract Services	
<b><i>LastMile Award</i></b>	LESD was awarded a \$50,000 LastMile grant in November, 2011, to provide high-speed connectivity to Marcola SD. The 100mb microwave construction was successfully completed in January, 2013. This was the seventh consecutive LastMile award to LESD since November, 2008.
<b><i>LCC Contract</i></b>	LESD Technology has one source of entrepreneurial revenue: Internet Service (ISP) and remote campus connectivity for Lane Community College (LCC). LESD 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: <ul style="list-style-type: none"> <li>o Network core upgrade purchases (e.g. costly core routing systems, firewall)</li> <li>o Online regular and AP courses to all 16 districts (2010-11)</li> <li>o Online Credit Recovery courses to 14 districts (2010-11, 2011-12, partially 2012-13)</li> <li>o Common wide area network across 14 districts and all LCC sites simplifying instructional access</li> <li>o Funding for development and "proof of concept" endeavors in direct support to districts</li> </ul>





## *Administrative Services*

### Business Services

**Service** Lane ESD's Business Office can provide services to districts on either a short term or annual basis.  
**Description** Services include:

- Payroll
- Accounts Payable
- Budget Preparation
- Audit preparation
- Financial reporting and management for grants
- Monthly financial reports to Boards
- Financial reporting to the Oregon Department of Education

### **Goals**

- Assist component school districts in meeting the requirements of the Oregon Revised Statutes regarding local budget law and investments, IRS payroll and accounts payable regulations and Generally Accepted Accounting Principles.
- Improve student learning and enhancing quality education by providing accurate budget information to allow the districts to maximize the use of available funds for instructional services.
- Provide professional development opportunities at the bi-monthly meeting of the Lane County Business Officials.
- Provide services that allow districts to utilize the ESD's economies of scale and expertise to reduce their administrative costs.

### **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 provides an efficient and secure method of moving materials between the ESD, districts and other public agencies.

- Weekly delivery services to all 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 items provided by Lane ESD to component districts including Media Materials (DVDs, models, etc.), portable computer labs 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** For 2013/14 Courier 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.



### Administrative Services

#### Attendance/Truancy Services

**Service Description** Lane ESD provides truancy officers to assist districts in returning truant students to the classroom. 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 less 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 annual professional development opportunity to school administrators and attendance personnel related to attendance and truancy laws, policies, and procedures.
  - Provide services that allow districts to utilize the ESD's economies of scale and expertise to reduce their administrative costs.

**Budget** This is a fee-based service.

2013/14 Grant and Contract Services	
<b>Inter-Library Courier</b>	For the 2012-13 school year Lane County Libraries consortium contracts with Lane ESD for pick-up and delivery of inter-library loan materials. This contract is currently being reassessed.