



Local Service Plan 2012-2013



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 Message

by Debbie Egan

Lane ESD's Local Service Plan describes the "core" services provided to our 16 component school districts. This Plan is required by law (House Bill 3184) and must be approved annually by every component district school board.

In addition to the core services outlined within this plan, mandates require ESD services be equitable, cost effective, of high quality and meet local district needs, and are evaluated against 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

2012-13 Plan

This one-year plan sets the foundation for providing quality services to component districts. The level of services provided will be adjusted annually based on district orders from the menu of available services.

Flex Fund Model

Lane ESD's Flex Fund Model provides the basis for allocating Lane ESD's monetary resources to districts, and ultimately to ESD programs.

Accommodating Service Level Changes

There may be instances where specific services are discontinued if the districts' orders and associated fiscal support aren't adequate to continue the service. Likewise, 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.

The decisions to eliminate a service or start a new 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.

"Thank You" to LSP Sub-Committee

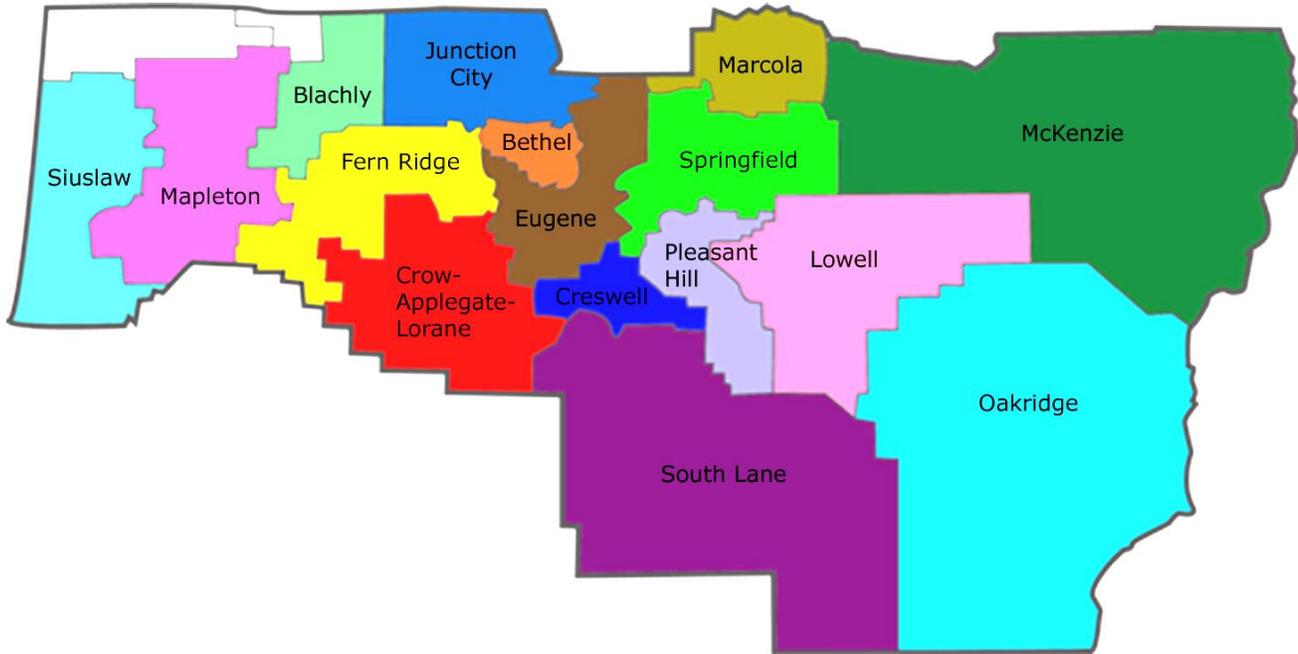
I would like to say a special "thank you" to the member of the Resolution Analysis Process (RAP) Committee who helped us develop this plan. The six component district superintendents represented large, medium and small districts:

Large District Representatives	Shelley Berman, Eugene 4j Colt Gill, Bethel
Medium District Representatives	Kathleen Rodden-Nord, Junction City Tony Scurto – Pleasant Hill
Small District Representatives	Kyle Tucker, Mapleton Sally Storm, McKenzie

We are grateful for their input and support throughout the process.

Debbie Egan

Component Districts



Bethel, #52

Superintendent – Colt Gill

Blachly, #90

Superintendent – Bill Beaudoin

Creswell, #40

Superintendent – Todd Hamilton

Crow, # 66

Superintendent - Susan Nakaba

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 – Kyle Tucker

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



Menu of Services

Current Menu

Below is the menu of core services from which districts can "order" on an annual basis.

The offerings on this Menu may change year to year of the Local Service Plan as a result of district orders for specific services.

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

The menu also includes services provided to all district without the need to order. Those services are General Education Services and Infrastructure Technology Services.

2011/12 Menu of Service in Core Service Areas	
Services to Students with Special Needs	
<ul style="list-style-type: none"> Life Skills Placements Behavior Disorder Placements School Psychologist Services Augmentative Communication Speech & Language Pathologist Direction Service Behavior Disorders – Teacher or Consultant 	
School Improvement Services	
<ul style="list-style-type: none"> General Education Career & Technical Education Media Services 	
Technology Services	
<ul style="list-style-type: none"> Infrastructural Technology Services Instructional Technology Services Atomic Learning 	
Administrative Services	
<ul style="list-style-type: none"> Business Services Courier Services Attendance Truancy Customized Staffing 	



Menu of Services

Service Flexibility

The services on the "Menu of Services" are available to all component districts. Menu options may change year to year of the Local Service Plan as a result of annual district service orders.

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 for 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.

Decision Making Process

The decisions to eliminate a service or start a new 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.



Menu of Services

Funding Sources

For detailed information regarding the funding for Local Service Plan services please see *Lane ESD's Flex Fund Model* document. Below is a brief explanation of the various funding sources and parameters for the services provided within this plan.

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. Beginning in 2011/12 Lane ESD received 4.5% of the Lane County allocation, with the districts receiving the remaining 95.5%.

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 Flex Fund 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. In addition to covering the costs of mandated services, costs for facilities, accounting, human resources, technology, and general administrative overhead (insurance, legal fees, etc.) are paid for with these funds.

Fully-Funded Services

Some services provided by Lane ESD are available to all districts, are not included in the Menu of Services and require no district contribution.

For example, in the 2011/12 School Improvement and Technology Services are fully funded via Lane ESD's SSF allocation. Mandated Services, like Home School Services and Truancy Services (for small districts), are fully funded through the Lane ESD's 10% administrative services allocation.

Menu of Services Funding

Services on the Menu of Services are available to all districts, with districts annually selecting the services they need. The full cost of services on the Menu of Services covered by the district's allocation of Lane ESD Flex Funds and/or district funds.

Other Services

In addition to services provided via the Menu of Services, Lane ESD also provides services via contacts with component districts, or other public or private entities on a reimbursable basis.

Funding for services may also be provided via grants procured to support both Lane ESD and component district programs and initiatives.

Services funded via contacts or grants are not subject to the 90% expenditure requirement.



Federal & State Mandates for Oregon ESD

Lane ESD's core 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, instructional technology, 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 provide 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

Core Service - 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.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Core 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.
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Core Service - *Services to Children with Special Needs*

School Psychology Services

Service Description

- Psycho-educational assessments to assist districts in determining student eligibility for special education;
- Development and monitoring of student behavior support plans;
- Consultation with school staff and parents on behavioral and educational concerns;
- 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.
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Core Service - *Services to Children with Special Needs*

Augmentative Communication

- Service Description**
 - Augmentative Communication Services 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.
- 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.
 - Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Speech Services

- Service Description**
 - Speech Services are provided to Lane County districts through a contract with Lane ESD for a part-time Speech Language Pathologist (SLP), which is a difficult-to-fill position.
- 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.
 - Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core Service - *Services to Children with Special Needs*

Direction Services

- Service Description**
 - Direction Services is a non-profit agency that provides information and referral services to parents and districts regarding specialized services available in Lane County for students with disabilities.
 - Direction Services occasionally acts as a mediator between districts and parents of children with disabilities. These services are provided in part through a contract with Lane ESD.
- Goal**
 - Provide districts and parents of students with special needs access to cost effective referral and mediation services.
- Budget**
 - Services are provided in part through a contract with Lane ESD and funded with Flex and District Funds.
 - The annual budget allocation for this service is based on the districts' annual service orders for the service.
 - Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

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**
 - 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.
 - Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core Service - Services to Children with Special Needs

Fee-based Services

2011/12 Fee-based Services
<p>Martin Luther King, Jr. Education Center</p> <p>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.</p>

Contracted Services

The Oregon Department of Education contacts with Lane ESD to provide the following services:

2011/12 Contracted Services
<p>Early Intervention / Early Childhood Special Education</p> <p>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. Funding Source: Oregon Department of Education and Department of Human Services</p>
<p>Regional Low Incidence Program</p> <p>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. Funding Source: Oregon Department of Education</p>

Grant-Supported Services

2011/12 Grant Supported Services
<p>Happy Friends Baking Company</p> <p>Happy Friends Baking Company – Transition students in the Life Skills Education learn valuable vocational skills as they shop, bake, package, deliver and sell organic cookies and coffee at Lane ESD. They also have accounts with a bookstore and a pizzeria. Funding Source: Oregon Department of Education: Learn & Serve grant</p>

Core Service - 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.

Technical Assistance

Specialists and staff work with districts to analyze data, review best practices, and plan implementation strategies for improving student achievement.

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 best practices, and it supports academic content and curriculum alignment. Specialists also work with teachers on unit and lesson planning.



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.

Note: Lane ESD's specially trained staff provides professional development services to districts that would not otherwise be available (especially to small, rural district staff), are provided at no or low cost (representing a fiscal efficiency for districts) and increase the equitable access to services for all educators in Lane County.

Budget

- For 2011/12 School Improvement 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.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core 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 21st century technical skills, career exploration, and successful transition to work or extended schooling.

LES D 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.

Note: Lane ESD's specially trained staff provides professional development services to districts that would not otherwise be available (especially to small, rural district staff), are provided at no or low cost (representing a fiscal efficiency for districts) and increase the equitable access to services for all educators in Lane County.

Budget

- The annual budget allocation for this service is based on the districts' annual service orders for the service.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core Service - *School Improvement Services*

Media Services

Service Description

Media Services provides a collection of high quality instructional materials and education media to component districts.

Lane ESD also provides training and support to districts that do not have certified librarians, including assistance in collection development and cataloging.

- Full access by all districts to an extensive library of media, models, kits and other instructional materials
- Complete collection of state-adopted textbooks
- Research and professional library support for teachers
- Video streaming subscription for all schools
- Oregon State Library Information System's (OSLIS) GALE Electronic Journal Service subscription
- Support to districts for library automation systems and acting Librarian of Record for small districts

Goals

Provide training and consultation services to districts in support of library activities, including:

- Collection development
- Cataloging for automated library systems
- Automated library systems maintenance, upgrades, and training.
- Copyright Laws

Provide assistance to school districts for in the adoption of textbooks. Assistance may include providing publisher resources, facilitating inter-district and intra-district discussions and consolidating purchases and assistance in the sale and recycling of out of adoption textbooks.

Facilitate a review process for the selection of new school library books/materials that provides district library staff with teacher evaluations and recommendations on materials, and provides library books/materials to at little or no cost.

Budget

- The annual budget allocation for this service is based on the districts' annual service orders for the service.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Core Service - School Improvement Services

Contracted Services

The Oregon Department of Education contacts with Lane ESD to provide the following services:

2011/12 Contracted Services	
<p>Migrant Education – Title IC</p> <p>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.</p>	
<p>English Language Learners – Title III</p> <p>ELL services include technical assistance and training on ESL curriculum alignment and integrating English Language Proficiency standards into the regular curriculum.</p>	
<p>McKinney-Vento Education for Homeless Children & Youth – Title VII</p> <p>Lane ESD will develop coordination between schools and agencies providing services to homeless children and youth. Funding Source: Oregon Department of Education</p>	
<p>Indian Education – Title X</p> <p>The Bethel Consortium for Indian Education serves eight school districts in 2011/12: 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.</p> <p>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.</p>	



Core Service - School Improvement Services

Grant-Supported Services

2011/12 Grant Supported Services
<p>21Century Grant – Project ACT</p> <p>The 21st 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. Funding Source: Oregon Department of Education</p>
<p>Carl Perkins – Tech Prep</p> <p>Improving professional technical education programs and articulating tech prep programs with LCC, grades 9-14 only. Funding Source: Oregon Department of Education</p>
<p>Carl Perkins – Small Schools</p> <p>Lane ESD supports districts in their efforts to provide career and technical education in collaboration with Lane Community College. Funding Source: Oregon Department of Education</p>
<p>Youth Transition Program</p> <p>Lane ESD provides coordination to districts for transitional support for special education students. Funding Source: Oregon Department of Human Services</p>
<p>Math and CTE</p> <p>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. Funding Source: National Research Institute.</p>
<p>Oregon DATA Project - Sustainability</p> <p>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.</p> <p>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. Funding Source: Oregon Department of Education.</p>

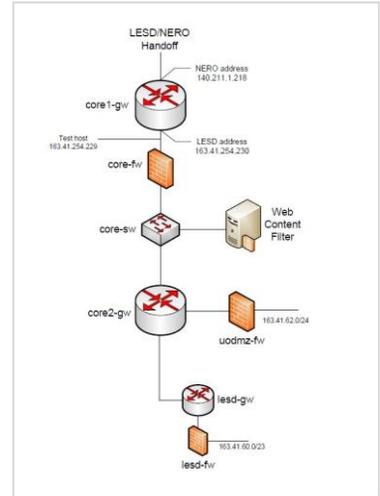
Core Service - Technology Services

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 2011/12 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.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Core Service - Technology Services

Instructional Technology

Service Description

In early 2010 all sixteen superintendents directed LESD to implement a new service to provide centralized coordination for online learning.

The service was titled OnlineOptions, and the superintendents' objectives for supporting the above goal were:

- Expanded Course Offerings
- Greater Student Retention
- Increasing Options for Non-Traditional Students



Phase 1 tasks completed in the 2010-11 pilot year included:

- Hire an Instructional Technologist
- Interview process to align districts' instructional goals
- Evaluation and summary of major content providers for quality and goal alignment
- Centralized processes to acquire courses, enroll students, monitor student progress/success, provide teacher/mentor assistance and professional development, and eliminate as many obstacles as possible (e.g. funding, OEA interaction, etc)
- \$74,000 of one-time LESD seed money in the pilot-year to cover costs for provider content
- An allocation model of online learning "seats."
- End of pilot year "best practices" summary, plus a "findings summary" of costs, successes, and recommended changes.

Goals

- Develop and implement regional services on behalf of Lane County Districts to provide quality online course options for district students based on best practices in online learning and a blended learning model.

Budget

- The annual budget allocation for this service is based on the districts' annual service orders for the service.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core 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 has partnered with the service to provide accounts for all Lane County public school district staff members.
 - The service is convenient, affordable 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.
 - Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Grant-Supported Services

2011/12 Grant Supported Services
As of the beginning of the 2011/12 fiscal year, no grant services are offered via Lane ESD's Technology Services.



Core Service - *Administrative Services*

Business Services

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

Services are provided as requested by individual school districts.

- 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.
 - Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core 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 timely, accurate and courteous courier services to all component school districts.

Budget • The annual budget allocation for this service is based on the districts' annual service orders for the service.
 • Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Equity and Diversity Services

Service Description Lane ESD's equity and diversity services aim 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 provided in creating equitable environments and services.

Goals • Ensure every Lane ESD staff member and Lane County School Administrator is aware of and has a basic understanding of the continuum of equitable education practices in schools.

Budget • For 2011/12 Equity and Diversity 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.
 • Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.



Core Service - Administrative Services

Attendance/Truancy Services

Service Description	<p>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.</p> <p>Lane ESD also coordinates the work of Conference Officers on behalf of local districts.</p>
Goals	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • The annual budget allocation for this service is based on the districts' annual service orders for the service. • Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Home Schooling

Home School Services are mandated services for Oregon ESD's. 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.

These services are paid for solely via Lane ESD's 10% Administrative Service allocation. Lane ESD is responsible for:

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

Benefits to districts:

- Assist component school districts in meeting the requirements of the Oregon Revised Statutes regarding home schooling and mandatory school attendance.
- Provide services that allow districts to utilize the ESD's economies of scale and expertise to reduce their administrative costs.



Core Service - Administrative Services

Customized Staffing

Service Description

Occasionally districts ask the ESD to assist in hiring specialized staff. Whether the request can be accommodated depends on the availability of qualified staff and Lane ESD's capacity to support the position(s).

Districts can indicate the desire for the ESD to fulfill a customized staffing need on the annual Service Order Form.

The ESD and the district will work together to solidify staffing needs, select staff and agree on the cost to the district.

Examples of Customized Staffing services in 2011/12:
Child Development Specialist for Blachly School District

Goals

- Assist component school districts in meeting specialized staff requirement for which Lane ESD may have the expertise or the unique ability to fill.

Budget

- The annual budget allocation for this service is based on the districts' annual service orders for the service.
- Lane ESD's Flex Fund Model outlines the processes for the annual allocation of Lane ESD State School Funds for core services. Refer to Flex Fund Model for detailed information.

Grant-Supported Services

2011/12 Grant Supported Services

As of the beginning of the 2011/12 fiscal year, no grant services are offered via Lane ESD's Administrative Services.