

# **Lane Education Service District**

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## **Local Service Plan 2007-11**

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Lane Education Service District  
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## **Message from Lane ESD's Superintendent Debbie Egan**

As required by House Bill 3184, Lane Education Service District has developed a Local Service Plan. The process in developing this plan included analysis of all resolutions/core services with the 16 component districts. Through this process component districts had the opportunity to gain knowledge, share and discuss their needs and provide recommendations for the local service plan.

In accordance with ORS 334.175 (2) our Local Service Plan contains all services mandated by law.

1. Programs for children with special needs, including but not limited to:
  - Special education
  - At-risk students
  - Professional development for employees who provide those services
2. 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 the state and federal standards related to the provision of a quality education
  - Support and facilitate continuous school improvement planning
  - Support for school-wide behavior and climate issues
  - Professional technical education
  - Professional development for employees who provide these services
3. 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 services, distance learning
  - Professional development for employees who provide those services
4. 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
5. Other services that an education service district is required to provide by state or federal law, including but not limited to services related to compulsory attendance required under ORS 339.005 to 339.090.

In providing these core services to districts it is also legal mandate that we provide these services with equity, cost effectiveness, high quality and that we are locally responsive.

Our performance measures also meet the legal requirement that we:

- |   |  |
|---|--|
| • Improve student learning                                | • Enable component districts and their students they |
| • Enhance the quality of instruction provided to students | serve to have equitable access to resources          |
| • Provide professional development                        | • Maximize operational fiscal efficiencies           |

These legal requirements hold us accountable to the students of Lane County. It is the intent of the state that as an educational service district we declare our service to providing equity in education to all students both urban and rural. It is our mission to assist the state of Oregon with their mission of preparing students for their next step in life.

It is within this commitment that we developed a local service plan that provides equal opportunities for all students in preparing for their future. The Lane ESD staff will complete action plans for each service area. These action plans will detail the strategies and delineate the performance measures.



## **Message from Lane ESD's Superintendent** *(continued)*

### **Multi-Year Plan**

Although Local Service Plans must be annually adopted by Local School Boards, it is intended that the services and goals set forth in this plan will span two biennium (2007-09 and 2009-11). The ESD and component districts will review and make adjustments annually, in alignment with the annual adoption process.

A multi-year plan provides a stable foundation for developing quality services. Annual adjustments provide the flexibility to adjust services to meet districts' changing and future needs.

### **2007-08 Budget Implications**

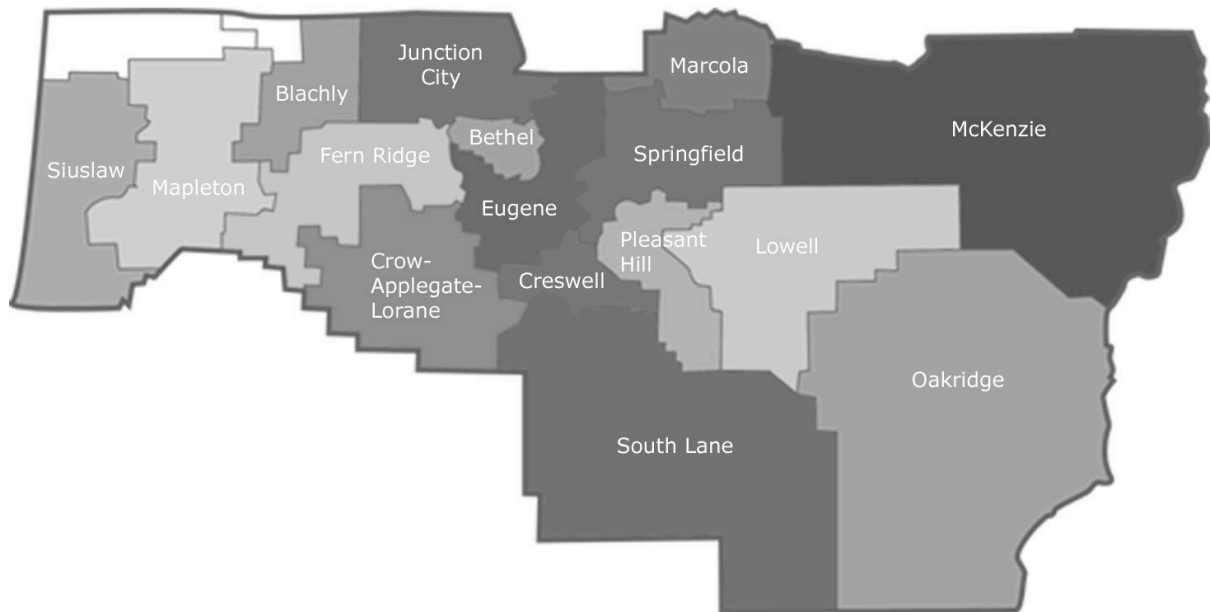
At the time this plan is being written, State School Fund and other revenue information is not available. Current estimates range from \$6 billion to \$6.3 billion for K12 in Oregon.

If the K12 allocation is at \$6.3 billion the ESD can fund all of the services requested via the Resolution Analysis Process.

If the K12 allocation is at \$6.0 billion, the ESD will not be in a position to fully fund all of the services requested via the Resolution Analysis Process. The ESD and District Superintendents will continue discussions and reach agreements on ESD services and service levels.

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# Lane ESD Organization



**Oregon's Education Goal**

*Each student demonstrates the knowledge and skills necessary  
to transition successfully to their next steps:  
advanced learning, work and citizenship*

**Our Vision**

*Lane ESD is committed to working in partnership with schools, families, and  
communities to help students achieve.*

**Our Mission**

*As defined by ORS 334.005 the mission of Oregon Education Service Districts is:*

*To assist school district and the Department of Education in achieving Oregon's  
educational goals by providing, equitable, high quality, cost-effective and locally  
responsive educational services at a regional level.*

## Required Program and Service Areas

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

<b>Children with Special Needs</b>	Programs for children with special needs, including but not limited to: <ul style="list-style-type: none"><li>▪ Special Education</li><li>▪ At-risk Students</li><li>▪ Professional development for employees who provide those services</li></ul>
<b>School Improvement Services</b>	School Improvement Services for component school districts, including but not limited to: <ul style="list-style-type: none"><li>▪ Meeting the requirements of state and federal law</li><li>▪ 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</li><li>▪ Support and facilitate continuous improvement planning</li><li>▪ Support for school-wide behavior and climate issues</li><li>▪ Professional Technical education</li><li>▪ Professional development for employees who provide those services</li></ul>
<b>Technology Support</b>	Technology Support for component school districts and the individual technology plans of those districts, including but not limited to: <ul style="list-style-type: none"><li>▪ Technology infrastructure services</li><li>▪ Data services, instructional technology, distance learning</li><li>▪ Professional development for employees who provide those services.</li></ul>
<b>Administrative and Support Services</b>	Administrative and Support Services for component school districts, including but not limited to: <ul style="list-style-type: none"><li>▪ Services designed to consolidate component school district business functions.</li><li>▪ Liaison services between ODE and component districts</li><li>▪ Registration of children being taught by private teachers, parents or legal guardians pursuant to ORS 339.035</li></ul>
<b>Other services</b>	Other Services that ESDs are required to provide by state or federal law, including but not limited to: <ul style="list-style-type: none"><li>▪ Compulsory Attendance required under ORS 339.005 to 339.090.</li></ul>

## Services Responsive to Local District Needs

*Lane ESD's component districts play a key role in designing services to ensure the services offered are responsive to local district needs.*

In addition to providing required programs and services, Lane ESD is responsive to local component districts needs. Component districts annually review services provided and approve specific services in each area.

The services are evaluated (as set forth in the Performance Measures) by component districts for quality, cost effectiveness, equity and fulfillment of district needs.

### **Input Committees**

Input committees comprised of component district representatives provide continual feedback to Lane ESD staff on the quality and effectiveness of ESD services. Lane ESD utilizes formal committees for feedback on ESD Core Services and informal "ad hoc" committees on an as needed basis for feedback in specific topics.

### **Resolution Analysis Process**

In 2006-07 Lane ESD and districts collaboratively reviewed Lane ESD services via the Resolution Analysis Process. The process included an analysis of current ESD services and recommendations for changes in services for 2007-08. References to the Resolution Analysis Process are included in the "Service Delivery" section for each core service. A similar process will be used annually to review and adjust ESD services.

### **Customized District Services**

A district can request services to meet its unique needs. Customized services are provided at district request and are funded using Lane ESD flex funds and/or district funds. The individual district and the ESD collaborate to define the service, staffing and resource requirements, and to develop an agreement for providing the service.

Customized services provided to districts in 2006-07 include staffing for Child Development Specialists, Juvenile Justice Counselors and English Language Learner Educational Assistants.

### **Equitable Services**

All Lane ESD services are available to all districts (and ultimately all students) in Lane County. To ensure services are equitable throughout the county, Lane ESD:

- Annually reviews the ESD's Annual Report (includes information on the collective and individual district use of ESD services) with Lane County Superintendents. The purpose of the review is to ensure universal understanding on service distribution and use throughout the county and the impact of services on student achievement throughout the county.
- Meets quarterly with superintendents from small, medium and large districts to assess and ensure services are meeting the needs of different sized districts,
- Maintains a Flex Fund Model that supports equitable services to all Lane County students via a funding formula that recognizes differing needs of large, medium and small districts and provides a "floor" necessary to ensure equitable educational opportunities for all students regardless of district size or location.

### **Lane ESD's Flex Funding Model**

Lane ESD's Flex Funding Model determines the allocation for each service and defines agreements between Lane ESD and component districts related to service levels, funding, inter-district relationships and district contributions.

### **ESD Funding Requirements**

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 approved resolution services. The remaining ten percent (10%) may be spent on administrative services.

### **Provisions Additional Services**

In addition to approved resolution services, ESD's may provide other services to component districts or other public or private entities on a contract (reimbursable) basis, when these services are approved within the Local Service Plan. Expenditures by the education service district for such services provided on a contract (reimbursable) basis are not subject to the 90% expenditure requirement.

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**Component School Districts**


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School District	Superintendent	Phone
<b>Bethel, #52</b> 4640 Barger Drive, Eugene 97402	Colt Gill	689-3280
<b>Blachly, #90</b> 20264 Blachly Grange Rd, Blachly 97412	Bob DeLavernge	925-3262
<b>Creswell, #40</b> 998 West A Street, Creswell 97426	Rick Stuber	895-6000
<b>Crow, # 66</b> 85955 Territorial Road, Eugene 97402	Eileen Palmer	935-2100
<b>Eugene, #4J</b> 200 N Monroe Street, Eugene OR 97402	George Russell	687-3132
<b>Fern Ridge, #28J</b> 88834 Territorial Road, Elmira 97437	Ivan Hernandez	935-2253
<b>Junction City, #69</b> 325 Maple Street, Junction City 97448	Kathleen Rodden-Nord	998-6311
<b>Lowell, #71</b> 65 S Pioneer, Lowell 97452	Aaron Brown	937-8405
<b>Mapleton, #32</b> 10868 E Mapleton Road, Mapleton 97453	Kyle Tucker	268-4312
<b>Marcola, #79J</b> 38300 Wendling Road, Marcola 97454	Rolla Weber	933-2512
<b>McKenzie, #68</b> 51187 Blue River Drive, Finn Rock 97488	Susan Taylor-Greene	822-3338
<b>Oakridge, #76</b> 76499 Rose Street, Oakridge 97463	Don Kordosky	782-2813
<b>Pleasant Hill, #1</b> 36386 Highway 58, Pleasant Hill 97455	Steve Waddell	746-9646
<b>Siuslaw, #97J</b> 2111 Oak Street, Florence 97439	Gerald Hamilton	997-2651
<b>South Lane, #45J</b> P.O. Box 218, Cottage Grove 97424	Krista Parent	942-3381
<b>Springfield, #19</b> 525 Mill Street, Springfield 97477	Nancy Golden	726-3331



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**Lane ESD Board and Administration****Lane ESD Board of Directors****Zone 1—Eugene, North**

Joel Robe, term ends June 2009

*joel.robe@wesd.org***Zone 2—Eugene, South**

Joe Berney—term ends June 2007

*joeb@quantecllc.com***Zone 3—Springfield**

Tom Atkinson—term ends June 2009

*tjatin@gmail.com***Zone 4—West/North County**

Michelle Holman—term ends June 2007

*mholman@lane.k12.or.us***Zone 5—East/South County**

Sherry Duerst-Higgins—term ends June 2007

*sherry@duerst-higgins.com***Zone 6—At-large**

Tom Lininger—term ends June 2009

*lininger@law.uoregon.edu***Zone 7—At-large**

Jim Swanson—term ends June 2007

*jswanson@lane.k12.or.us***Advisory (Employment Training)**

Chuck Forster—appointed

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Debbie Egan.....541-461-8213

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Michelle Mantel.....541-461-8332

*mmantel@lane.k12.or.us*

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# LANE ESD SERVICES

**2007-11**



**STUDENTS WITH  
SPECIAL NEEDS****Core Services****School Psychology Services**

School Psychology services include:

Assessments and reports to assist district teams in determining eligibility for Special Education Services.

Assistance coordinating student services with district staff, parents and other professionals to ensure student success.

Consultation with school staff, teachers, and parents on behavior management concerns.

Development and monitoring of student behavior support plans.

Participation in parent and teacher conferences, building level team meetings and consultations with teachers and other professionals.

**Service Delivery**

Districts via the Resolution Analysis Process have not requested any changes in the service delivery model for 2007-08.

**Budget****Resolution Funding**

School Psychology is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds.

The budget for 2006-07 to provide these services is \$1,395,000.

The budget for 2007-08 will be based on component district orders for School Psychology Services and Lane ESD's capacity to provide the service.

**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.

**STUDENTS WITH SPECIAL NEEDS****Core Services****Life Skills Services**

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. Consultation 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 introduced to 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.

**Service Delivery**

Districts via the Resolution Analysis Process did not request any changes in the service delivery model for 2007-08. Districts did request an increase in services based on district orders.

**Budget****Resolution Funding**

Life Skills is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds and Lane ESD's capacity to provide the service.

The budget for 2006-07 to provide these services is \$9,471,000.

The budget for 2007-08 will be based on component district orders for Life Skills placements and Lane ESD's capacity to provide the service.

**Other Funding Sources**

The budget information above is for the allocation of resolution funds only. Some services provided under "Core Services" are also partially funded via grants. See the "Grants and Contracted Services" section for information on grants that support the delivery of "Core Services."

**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.

**STUDENTS WITH  
SPECIAL NEEDS****Core Services****Behavior Disorder Services**

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.

**Behavior Consultation Program**

Behavior consultants work with teachers and other local district staff to develop general classroom interventions and/or individualized interventions for students experiencing serious behavior problems.

- **District Staff Development/Training** - Consultants offer in-service training to districts in the area of behavior management, classroom management, functional behavior assessment and strategies for working with students with ADHD.
- **Intervention Technical Assistance** - Behavior Consultants are also involved with interventions that target the entire school such as workshops aimed at violence prevention or school safety, or designing building-wide discipline plans.

**Service Delivery**

Districts via the Resolution Analysis Process did not request any changes in the service delivery model for 2007-08. Districts did request an increase in services based on district orders.

**Budget****Resolution Funding**

Behavior Disorder Service is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds.

The budget for 2006-07 to provide these services is \$2,340,000.

The budget for 2007-08 will be based on component district orders for Behavior Disorder Services and Lane ESD's capacity to provide the service.

**Other Funding Sources**

The budget information above is for the allocation of resolution funds only. Some services provided under "Core Services" are also partially funded via grants or contracts. See the "Grants and Contracted Services" section for information on grants that support the delivery of "Core Services."

**STUDENTS WITH  
SPECIAL NEEDS****Goals****Behavior Disorders**

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.

## STUDENTS WITH SPECIAL NEEDS

### Performance Measures

### Additional Information

Districts will be provided with monthly enrollment updates.

#### Quality of Service

Districts will be asked to report on the quality of core and flex services used. This will be accomplished through discussions at monthly Special Education Director Advisory Meetings and through surveys at the end of the calendar year.

#### Impact on Student Achievement

Student achievement in Lane ESD direct service programs will be assessed relative to goals outlined in Individualized Education Programs and to performance on State-wide Assessments.

Professional development will be measured by random sampling of participants in special education professional development opportunities as to the usefulness of training and the perceived impact on student instruction and achievement. The information gathered will be shared with component districts.

#### Economic Benefit for Districts

Lane ESD will evaluate and report annually on the cost effectiveness of services. The evaluation will be based on enrollment and on the comparable cost of providing services at the district level.

### Fee Based Services

**Augmentative Communication Services (AC)** works in partnership with school speech and language therapists and other team members. The AC Specialists assist in identifying, evaluating and providing intervention for students with severe communication disorders who would benefit from augmentative communication. The Lane ESD charges districts a cost recovery fee. Funding Source: flex funds and district funds.

**Martin Luther King, Jr. Education Center** is a collaboration between Lane ESD, the Department of Youth Services (DYS) and Lane Community College (LCC) to provide educational services to adjudicated youth in middle school and high school. The program is jointly funded by DYS and Lane ESD, which subcontracts with LCC. 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.

**Speech Services** are provided to several Lane County districts through a contract with Lane ESD for a part-time Speech Language Pathologist (SLP), which is a difficult-to-fill position. The Lane ESD charges these districts a cost recovery fee.

**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. Services are provided in part through a contract with Lane ESD and funded with Flex and District Funds.



**STUDENTS WITH  
SPECIAL NEEDS****Grants and Contracts****Additional Information**

**Early Intervention/Early Childhood Special Education** – 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

**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

**Happy Friends Baking Company** – Transition students in tLife 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: Tommy Hilfiger

**Learn and Serve** – An expansion and enhancement of the Happy Friends Baking Company, this project partners with FOOD for Lane County and Lane Community College to provide students with the opportunity to actively engage in a meaningful community service project. Students produce and distribute breakfast bars for adults and families in Lane County experiencing hunger and food insecurity. Funding Source: Oregon Department of Education

**Tai Chi** – Weekly Tai Chi sessions for students with emotional/behavioral disorders are provided at Lane School this year. Tai Chi helps these students to practice calming techniques to control and manage frustration. Funding Source: Fred Meyer

## SCHOOL IMPROVEMENT

### Core Services

### Safe Schools

Safe Schools services include a wide variety of components to support a safe and positive school climate, support student learning, and promote student health and well-being.

#### Professional Development

Specialists and staff provide training and technical assistance designed for teachers, administrators and other school staff to support the successful implementation of systems and programs that promote academic success. Areas of focus include promoting positive student behavior, preventing substance abuse, bullying and harassing, school failure and drop-out, and assisting schools to be resilient in the event of school emergencies and tragic events.

#### Model Programs

Specialists and staff provide training and coaching for evidence-based programs addressing students at risk of substance abuse, violence and other unsafe behavior, depression and school failure. Examples include: Reconnecting Youth, Positive Behavior Support, Second Step and Response to Intervention.

#### Community Connections

Specialists and staff facilitate support for partnerships between districts, schools and local agencies to develop new or expanded services. Current partnerships include Lane County Health and Human Services, Lane County Department of Youth Services, Lane County Public Health, Lane County Coalition to Prevent Substance Abuse, University of Oregon, Oregon Dept. of Education, and several State of Oregon agencies serving children and youth.

### Service Delivery

Districts via the Resolution Analysis Process have requested for 2007-08:

- Decrease service and use resources to support services with higher priority.
- Pursue grants that support district needs.

Districts have identified the following priorities for services\*:

- |                             |                               |
|-----------------------------|-------------------------------|
| ▪ Reconnecting Youth        | ▪ Bullying Prevention         |
| ▪ Positive Behavior Support | ▪ School Safety               |
| ▪ Second Steps              | ▪ Alcohol and Drug Prevention |
| ▪ Tragedy Response          | ▪ Suicide Prevention          |
| ▪ Emergency Preparedness    |                               |

*\* Priorities identified in November 2006 survey of district administrative staff.*

### Budget

#### Resolution Funding

Safe Schools is a Lane ESD resolution service funded through resolutions funds, resolution flex funds and district funds.

The budget for 2006-07 to provide these services is \$235,000.

The budget for 2007-08 will be based on component district priorities for Safe School services.

**SCHOOL  
IMPROVEMENT****Budget**  
*(continued)***Goals****Safe Schools****Other Funding Sources**

The budget information above is for the allocation of resolution funds only. Some services provided under “Core Services” are also partially funded via grants or contracts. See the “Grants and Contracted Services” section for information on grants and contracts that support the delivery of “Core Services.”

Provide professional development for teachers, administrators and school staff that promotes student academic and behavioral success:

- Positive school and classroom climate
- Violence prevention and intervention
- Substance abuse prevention and intervention
- Crisis management and tragedy response

Assist in the implementation and evaluation of best practice model programs.

Assist districts with targeted interventions addressing the needs of student subgroups.

Anticipate and respond to emerging needs and issues of local districts.

*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.*

## SCHOOL IMPROVEMENT

### Core Services

### General Education

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.

### Service Delivery

Districts via the Resolution Analysis Process have requested for 2007-08:

- Increase services supporting state and federal mandates, secondary schools and English Language Learner students
- Increase on-site training opportunities
- Facilitate regular meetings with district curriculum directors

Districts have identified the following priorities for services\*:

- Continuous Improvement Plan Development and Training
- State Assessment Workshops and Training
- Curriculum Support in Core Content Areas
- State and Federal Requirements Training
- Curriculum Alignment Assistance

*\* Priorities identified in November 2006 survey of district administrative staff.*

### Budget

#### Resolution Funding

General Education is a Lane ESD service funded through resolution funds, resolution flex dollars and district funds.

The budget for 2006-07 to provide these services is \$291,000.

The budget for 2007-08 will be based on component district priorities for General Education and other ESD services and specific services requested.

#### Other Funding Sources

The budget information above is for the allocation of resolution funds only. Some services provided under core services are also partially funded via grants or contracts. See the "Grants and Contracted Services" section for information on grants and contracts that support the delivery of "Core Services."

**SCHOOL  
IMPROVEMENT****Goals****General Education**

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

- 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.*

**SCHOOL  
IMPROVEMENT****Core Services****Career and Technical Education**

Career and Technical Education (CTE) services support districts in providing technical skill attainment, student transition to work or post secondary opportunities, career exploration, and assists in the implementation of all state and federal mandates.

**Professional Development and Technical Assistance**

Specialists and staff provide professional development for instructors, School to Work staff, counselors and administrators through innovative program design, curriculum development and best practices.

**Enhanced Post-Secondary Connections**

Specialist and staff support high school/post-secondary articulation and career pathway development.

Specialists and staff facilitate partnerships between community colleges, universities and districts which address alternative learning options for students to obtain college and/or high school credit.

**Career Counseling and Guidance Services**

Specialists and staff develop business and community partnerships for career exploration and technical skill development in CTE programs.

Staff in this area also works to connect CTE programs with businesses through regional events supporting the 2007 diploma requirements.

**Service Delivery**

Districts via the Resolution Analysis Process have requested for 2007-08:

- Include schools without CTE staff in outreach for college and career resources
- Increase services supporting state and federal mandates
- Increase on-site training opportunities

Districts have identified the following priorities for services\*:

- Student Focused Career Events
- School-to-Work Opportunities/Assistance
- Career Assessment Training and Assistance
- PTE State/Federal Requirements

*\* Priorities identified in November 2006 survey of district administrative staff.*

**Budget****Resolution Funding**

Career and Technical Education is a Lane ESD service funded through resolution funds, resolution flex dollars and district funds.

The budget for 2006-07 to provide these services is \$205,000.

The budget for 2007-08 will be based on component district priorities for Career and Technical Education services.

**Other Funding Sources**

The budget information above is for the allocation of resolution funds only. Some services provided under "Core Services" are also partially funded by grants and contracts. See the "Grants and Contracted Services" section, for information on grants and contracts that support the delivery of core services.

**SCHOOL  
IMPROVEMENT****Goals****Career and Technical Education**

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.*

**SCHOOL  
IMPROVEMENT****Core Services****Media Services**

Media Services provides a collection of current, high quality educational videos and other instructional materials 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. Services include:

- Full access by all component districts to an extensive library of DVDs, videos, and other instructional materials (including pickup and delivery).
- Diversity training and assistance for school libraries.
- Collection of all state adopted textbooks (including support materials kits) accessible to all Lane County educators.
- Research support to districts for grants through the Teaching Resource Center (TRC)
- Video streaming subscription for all schools, including home access
- Full OSLIS/EBSCO Host subscription for all schools, including home access
- Professional library available to component district and ESD for staff development
- Librarian-of-record services for districts without a librarian
- Technical assistance and support for librarians and library assistants

**Service Delivery**

Districts via the Resolution Analysis Process have requested for 2007-08:

- Expand training for teachers on best practices for using media materials
- Facilitate collaboration on Language Arts Adoption

Districts have identified the following priorities for services\*:

- Linking Media Materials to State Standards
- Availability of State Adopted Texts at Lane ESD
- Up-to-Date Collection of Media Materials
- Electronic Databases for Library and Classroom Use (EBSCO)
- Textbook Adoption Assistance

*\* Priorities identified in November 2006 survey of district administrative staff.*

**Budget****Resolution Funding**

Media and Library Services are a Lane ESD resolution service funded through resolution funds.

The budget for 2006-07 to provide these services is \$477,000.

The budget for 2007-08 will be based on component district priorities for Media and Library Services.

**Other Funding Sources**

The budget information above is for the allocation of resolution funds only. Some services provided under “Core Services” are also partially funded by grants and contracts. See the “Grants and Contracted Services” section, for information on grants and contracts that support the delivery of core services.



**SCHOOL  
IMPROVEMENT****Goals****Media Services**

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.

Continue work on linking the media collection with the Oregon State Content Standards with a goal of completion in SY 07-08.

## SCHOOL IMPROVEMENT

### Performance Measures

### Additional Information

#### Meeting District Needs

Each component school district will have an assigned School Improvement Representative responsible for maintaining regular communication with component district staff to gather feedback on School Improvement services and to understand district needs. Information gathered by the School Improvement Representatives will be used to design and realign services on a continual basis to meet district needs.

Component district superintendents will be surveyed on a semi-annual basis on the effectiveness of the School Improvement Representative model in meeting district needs.

#### Quality of Service

All participating component district staff will be asked to complete an evaluation of the quality, relevancy and effectiveness of staff development opportunities at the end of each session or series. Evaluation information will be reviewed by the ESD after each session and used to improve program offerings. A summary will be shared with component school district superintendents semi-annually.

#### Economic Benefit for Districts

Lane ESD will report on the cost effectiveness of School Improvement services on a semi-annual basis. The evaluation will be based district participation in School Improvement offerings and real and estimated cost savings for district staff time, materials, travel, presenters and other expenses.

#### Impact on Student Achievement

- Formal grant and project evaluations providing information on the grant/project's impact on student achievement will be summarized and shared with component districts staff as evaluations are completed.
- A random sampling of participants in School Improvement professional development opportunities will be surveyed (in addition to the evaluation, noted above) as to the usefulness of training received and the impact on student instruction and achievement within his/her classroom. The information gathered in the random surveys will be shared with component districts.

### Grants and Contracts

**Statewide Assessment** – Lane ESD will serve as an Assessment Scoring Site facility following the annual student statewide assessment period. Funding Source: Oregon Department of Education

**University of Oregon GK-12** – This contract supports teacher professional development and science kit distribution and refurbishment. Funding Source: University of Oregon/National Science Foundation

**McKinney-Vento Homeless** – Lane ESD provides technical assistance and support to district homeless liaisons. Funding Source: Oregon Department of Education

**SCHOOL  
IMPROVEMENT****Grants and Contracts**  
*(continued)***Additional Information**

**Formula (FAST)** - Provides training and support for the FAST program, payment for materials, supplies and staffing. Funding Source: Oregon Criminal Justice Commission

**Teaching American History** - Lane ESD provides professional development for district staff. Funding Source: U. S. Department of Education

**Carl Perkins – Tech Prep** – Improving professional technical education programs and articulating tech prep programs with LCC, grades 9-14 only. Funding Source: Oregon Department of Education

**Carl Perkins – Small Schools** – 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

**Title III – English Language Learners** – Lane ESD provides technical assistance and training on ESL curriculum alignment and integrating English Language Proficiency standards into the regular curriculum. Funding Source: Oregon Department of Education

**Migrant Education** – Lane ESD provides supplemental instructional services to eligible migrant students including summer school and pre-school. Funding Source: Oregon Department of Education

**Youth Transition Program** – Lane ESD provides coordination to districts for transitional support for special education students. Funding Source: Oregon Department of Human Services

**Title X – Education for Homeless Children and Youth** – Lane ESD will develop coordination between schools and agencies providing services to homeless children and youth. Funding Source: Oregon Department of Education

**Reconnecting Youth** – Lane ESD provides services to a total of 10 districts. Funding Source: Safe and Drug Free Schools (for three districts); Oregon Justice Assistance Grant (JAG) for seven districts.

**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. Funding Source: National Research Institute.

**Regional Capacity Grant** – Lane ESD provides services to districts related to the implementation of Oregon's new graduation requirements. Funding Source: Oregon Department of Education.

**Book Review** – Lane ESD coordinates review of library materials provided by vendors seeking educator reviews of their materials. Participating districts receive approximately \$2,000 worth of library materials annually as a result of participation. Funding source: Participants are charged a fee to support this program. This service is provided on a cost Recovery basis.

**SCHOOL  
IMPROVEMENT****Grants and Contracts**  
*(continued)***Additional Information**

**Workshops, Technical Assistance, or Trainings** – Lane ESD workshops or hosted train-the-trainer events are sometimes open to outside agencies and districts outside the ESD service area on a space available basis. In addition, Lane ESD may provide special trainings to component districts upon request. A fee to cover costs is assessed for these services. Funding source: Participating agencies and districts are charged a fee to support these services.

**Video Rentals** – Lane ESD provides rental of videos to schools outside the ESD service area and public and private entities for a fee (Examples: UO, LCC, etc.). Funding source: Rental fees

**Oregon Department of Fish and Wildlife (ODFW) Media Materials** – Lane ESD circulates materials provided by the ODFW. A rental fee is assessed to agencies and districts outside the ESD service area. Materials are available to component districts free of charge. Funding source: Oregon Department of Fish and Wildlife and various community agencies. This service is provided on a cost recovery basis.

**Oregon Dairy Council Materials** – Lane ESD circulates materials provided by Oregon Dairy Council. A rental fee is assessed to agencies and districts outside the ESD service area. Materials are available to component districts free of charge. Funding source: Oregon Dairy Council and various community agencies. This service is provided on a cost recovery basis.

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## TECHNOLOGY SERVICES

### Core Services

## Technology and Instructional Technology

Lane ESD's Technology Services provides technology and instructional technology support for component school districts and the individual technology plans of those districts. The following services are provided to all districts:

- Video conferencing hubbing ( in support of distance learning)
- VTEL and Polycom technical support (in support of distance learning)
- Blackboard (online course management tool)
- Technical support of all ESD services
- Funding, coordination, and engineering support to district initiatives
- Network engineering and project support in design of district technology infrastructures
- Professional development and direct instructional technology support to teachers and school staff
- Assistance in the writing, coordination, and implementation of grant activities
- Technical Resources including three portable computer labs available for classroom use

**Flex Services** – In addition to the services provided to all districts, individual districts may elect to use their resolution flex dollars for to receive additional services that include:

- Data connections (wide area network)
- Internet access
- Email (including anti-spam and antiviral support)
- Online Wide Area Network management resources
- CIPA compliant content filtering
- Dial-up access
- Core network firewall security
- Domain Name Systems Services (DNS)
- Web-hosting

### Service Delivery

Districts via the Resolution Analysis Process have requested for 2007-08:

- Maintain current level of technology services
- Assist districts with long-range technology planning and project management.
- Increase support to districts in areas of instructional technology and districts' technology engineering design.

Districts have identified the following priorities for services in the area of Instructional Technology\*:

- Effective integration of computer technology in the classroom
- Leadership and Assistance for Ed Tech Grants

*\* Priorities identified in November 2006 meeting with district superintendents.*

### Budget

#### Resolution Funding

Technology is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds.

The budget for 2006-07 to provide these services is \$1,063,000.

The budget for 2007-08 will be based on district orders for Technology Services.

### Goals

Technology and Instructional Technology goals for the 2007-2011 period include:

- Enhance the current network infrastructure to support scalable technology needs of the component districts, including hardware and software for the effective utilization of network resources.
- Maintain and enhance instructional technology methodologies and application in component district instruction and curriculum.
- Develop internal component district technology infrastructures to support robust long-range needs, and to ensure staff and student usability.

**TECHNOLOGY  
SERVICES****Performance Measures****Additional Information****Meeting District Needs**

Districts will be asked to report their satisfaction with the ESD core and flex services provided. This will be accomplished formally at the end of each calendar year, and through informal meetings and discussions at the end of each fiscal year.

**Quality of Service**

Districts will semi-annually be provided service usage data and system reliability data, and be asked to report on their satisfaction with the core and flex services.

**Economic Benefit for Districts**

ESD Technology staff will evaluate and report annually on the equity, quality, cost effectiveness and local responsiveness to the districts. The evaluation will be based on interviews with component districts, and in comparisons with industry standards.

**Impact on Student Achievement**

- Professional development will be measured by random sampling of participants as to the usefulness of training and level of implementation following training.
- Through interviews with district technology personnel and curriculum directors, ESD will work with districts to measure level of student accessibility to reliable, current technology.

**Grants and Contracts**

**Internet Service Protocol (ISP) and Video Conferencing** - Lane ESD provides ISP and video conferencing hubbing services to Lane Community College Main Campus, Downtown Campus, Florence Campus, Cottage Grove Campus and downstream Community Learning Centers located on local school district campuses. Funding source: Lane Community College. All funds generated via this contract are invested directly in development of district infrastructure.

## ADMINISTRATIVE SERVICES

### Core Services

### Business Services

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

Crow-Applegate-Lorane School District is the only district that has requested that Lane ESD provide the above services on an ongoing basis.

### Service Delivery

Services are provided as requested by individual school districts.

### Budget

Business Services are a Lane ESD resolution service funded through resolution flex dollars and/or component district general funds.

The budget for 2006-07 to provide these services is \$31,000.

The budget for 2007-08 will be based on existing services and any new contracts with districts for business services.

### 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.

### Performance Measures

#### Meeting District Needs

Annually survey the Board and administrative staff of participating districts to gather data regarding their satisfaction with the service.

#### Quality of Service

Monitor the number of:

- Audit adjustments
- Comments in audit management reports
- Budget law violations

#### Economic Benefit for Districts

Annually compare the district's cost for contracting with Lane ESD for business services to the cost that would have been incurred had the district employed their own business manager. Salary and benefit costs for business managers in like size districts will be used.



## ADMINISTRATIVE SERVICES

### Core Services

### Courier Services

Lane ESD's courier services provide an efficient and secure method of moving materials between the ESD, districts and other public entities. This includes transporting instructional materials to and from schools, handling of inter-district and intra-district mail between schools and other educational entities within Lane County, and facilitating the sharing of specialized equipment for special education.

The following basic services are available to all districts in Lane County:

- Secure student record delivery and tracking including confidential special education records
- Movement of specialized equipment between Special Education Classrooms
- Courier service to school districts on an alternate day schedule.

Additional services provided include:

- Daily mail sort and courier preparation for all Eugene School District sites.
- Daily courier service to Springfield School District Administration, and five Springfield school sites.

Over 12,000 pieces of large format mail are handled each month, 300 of which are confidential student records. In addition, Lane ESD's courier services transports materials to the Harrisburg School District Administration Facility where it exchanges material with the Linn-Benton-Lincoln ESD courier service. This service saves districts and the ESD significant general and certified mailing costs and reduces the cost of providing specialized equipment for special needs students.

### Service Delivery

Districts have not requested any changes in the service delivery model for 2007-08.

### Budget

The budget for 2007-08 will be based on component Courier Services are a Lane ESD resolution service funded partially through resolution funds.

The budget for 2006-07 to provide these services is \$127,000.

The district priorities for Courier Services.

### Goals

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

### Performance Measures

#### Quality of Service

District staff who have direct contact with courier drivers will be asked to complete an evaluation on the quality, relevancy and effectiveness of the services on a semi-annual basis. Evaluation information will be used to improve program offerings, and will be summarized and shared with component school district superintendents semi-annually.

#### Economic Benefit for Districts

Lane ESD will evaluate and report annually on the cost effectiveness of services. The evaluation will be based on the number of items transported by the ESD's courier and comparable cost of using alternative delivery methods.

## ADMINISTRATIVE SERVICES

### Core Services

### Home Schooling

Home Schooling is a mandated service in which Lane ESD is responsible for accepting notification from parents or guardians who intend to educate their children at home. Lane ESD provides the following services:

- Serves as a primary information source to parents, students, schools, and districts
- Maintains home school student records
- Monitors compliance with home school notification and testing requirements
- Provides detailed bi-monthly reports to districts that includes compliance and testing information

### Service Delivery

Districts have not requested any changes in the service delivery model for 2007-08.

### Budget

Home School Services are funded through Lane ESD General Funds.

The budget for 2006-07 to provide these services is \$26,000.

The budget for 2007-08 will be based on staff to support mandated service.

### Goals

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.

### Performance Measures

#### Meeting District Needs

Provide monthly reports to district related to home school eligibility, including special education eligibility, to assist districts in meeting requirements related to home schooling and mandatory school attendance.

#### Quality of Service

Enrollment reports are provided in a timely manner allowing districts to take prompt action related to mandatory school attendance requirements.

#### Impact on Student Achievement

Monitoring of home school testing and eligibility requirements and notification of requirement to report to school, if appropriate.

**ADMINISTRATIVE  
SERVICES****Core Services****Attendance/Truancy Services**

Lane ESD provides a contracted truancy officer 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 under ORS. 339.020 and 339.990 (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.

**Service Delivery**

Districts have not requested any changes in the service delivery model for 2007-08.

**Budget**

Attendance/Truancy are funded by Lane ESD General Funds.

The budget for 2006-07 to provide these services is \$78,000.

The budget for 2007-08 will be based on staffing level to support mandated service. No increased staffing is anticipated.

**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.

**Performance Measures****Meeting District Needs**

Survey key school contacts related to quality of training and support, truancy officer and conference officer services.

**Quality of Service**

Monitor:

- Referral response time and follow up
- Conference officer response time and follow up

**Economic Benefit for Districts**

Documentation of return to school rate (absence of re-referral) and percentage of students reclaimed for ADM funding.

**Impact on Student Achievement**

Survey key school contacts related to effect of return to school on student achievement and participation rates related to Adequate Yearly Progress (AYP)

**ADMINISTRATIVE  
SERVICES****Grants and Contracts****Additional Information**

**Medicaid Administrative Claiming** - Lane ESD serves as the contracting and coordinating agency on behalf of the Department of Human Services (DHS) for the purpose of implementing the Medicaid Administrative Claiming (MAC) program in Lane County. Services include coordination of the survey administration, training and technical support related to claims, and soliciting input from community partners relative to the implementation of local district MAC funded activities.

**Nursing Services** – Nursing Services are provided to districts on a contract basis and include consultation and training to district staff. Training and consultation services include school-based services and referral to community health services as needed; assistance with health screenings; coordination with medical providers and public health agencies; First Aid/CPR training; and review of health related policies.

## ADDITIONAL SERVICES

### Proposed New Services

Districts via the Resolution Analysis Process recommended the ESD consider providing the following new services for 2007-08:

- English Language Learner Services
- Grant Writing Assistance
- Training and/or support for mandatory staff training
- Equity and Diversity training and support

Lane ESD is committed to meeting district needs in these areas and will work with districts on:

- District service requirements
- Delivery models
- Service level
- Availability and allocation of resources
- Funding sources for the above services may include resolution funds, resolution flex funds, district funds or grant funds

### Entrepreneurial Services

#### Property Management

Lane ESD receives revenue from rentals fees associated with both long-term and event facilities rental at the main campus located at 1200 Highway 99 North, Eugene, OR and at the Westmoreland Campus located at 1717 City View, Eugene, OR.

Long-term Rentals – Lane ESD has long-term rental agreements for the use of classroom space at our Westmoreland campus. Rental fees cover use of space, custodial services, heating, electricity, and grounds maintenance.

Event Rentals – Lane ESD provides some limited options for rental of meeting space or events at our main campus on Highway 99 N or the Westmoreland campus.

Funding source: Various community agencies. This service is provided on a cost recovery basis. Fees are based on type of space and length of use.