



**Linn Benton Lincoln
Education Service District**

**Local Service Plan
2019 - 2021**

**Linn Benton Lincoln Education Service District
905 4th Avenue SE
Albany, Oregon 97321-3199
www.lblesd.k12.or.us
541-812-2600**

LBL Local Service Plan 2019-2021

Administrative Services

Superintendent: Tonja Everest

Assistant Superintendent: Don Dorman

Chief Financial Officer: Jackie Olsen

Chief Human Resources Officer: Kate Marrone

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Introduction

Linn Benton Lincoln Education Service District (LBL) is comprised of 12 school districts and over 37,000 students in Linn, Benton and Lincoln counties. LBL also serves students and districts elsewhere in Oregon through grants and contracts. LBL is governed by a seven-member Board of Directors. The agency has an annual budget of almost \$70 million and a work force of approximately 240 employees.

Linn Benton Lincoln Education Service District serves students, schools, districts, and other educational agencies across the state with high-quality services and programs that are practical, reliable and economical. LBL has a distinguished reputation for supporting excellence and equity, working cooperatively with educators and agencies, resulting in solutions that help schools, teachers, students and families meet Oregon's educational goals.

LBL Mission

LBL ESD serves districts, schools and students by providing equitable, flexible and effective educational services through economy of scale

LBL Vision

To be a responsive and transparent organization that supports districts by embracing continuous improvement in helping every child succeed

LBL Values

Success for all students and their districts

Relationships built on trust, responsiveness and honesty

The four "E"s of *Excellence, Equity, Efficiency and Effectiveness*

Accountability

LBL Agency Goals

Goal 1 - Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services

Goal 2 – Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities

Goal 3 – Continue long-term financial stability

LBL Programs

- **Administrative Services**
 - **Superintendent Office** – Provide LBL and regional leadership; support districts in meeting educational needs.
 - **Human Resources** – Support LBL employees including recruitment, personnel management, benefit management, and contract management; includes Facilities Services.
 - **Business Services** - Provide a full range of Business Office Functions and Business Information Systems.
- **Cascade Regional Program** – Provide services for students with Low Incidence Disabilities: Vision, Hearing, Orthopedic, Autism and Traumatic Brain Injury. The program also provides Audiology and Augmentative Communication services.
- **Early Intervention/Early Childhood Special Education** – Provide Early Intervention services for children birth to two years and Early Childhood Special Education for children three to five years.
- **Information Systems** – Provide services that support the Student Information System Suite consisting of general student records, gradebook, attendance, scheduler, online registration and data warehouse and analytics. Services include Customer Representative support, Systems Analyst support, Web Development, and Curriculum/Instructional Technology.
- **Long Term Care and Treatment Education Program** – Provide education services for students that are currently placed in mental health residential and day treatment care.
- **Network Services**- Provide services that support the Wide and Local Area Networks, Data Center, Phone Systems, Network Design and Support. Services include Computer Support Technician support.
- **Special Education and Evaluation Services** – Services include the Education Evaluation & Consultation Center, Targeted Instruction support, Talented and Gifted support, Severe Disabilities, and Individuals with Disabilities Education Act (IDEA) Consortium.
- **Student and Family Support Services** – Services include attendance and behavior support for students and families, Home School Registration, Positive Behavior Interventions Support, Youth Transition Program, Transition Network Facilitation, and School-Based Medicaid Administrative Claiming.
- **Strategic Partnerships** – Services include supporting districts through convening opportunities for staff, leveraging partnerships, and developing support services for the implementation of initiatives and grants.

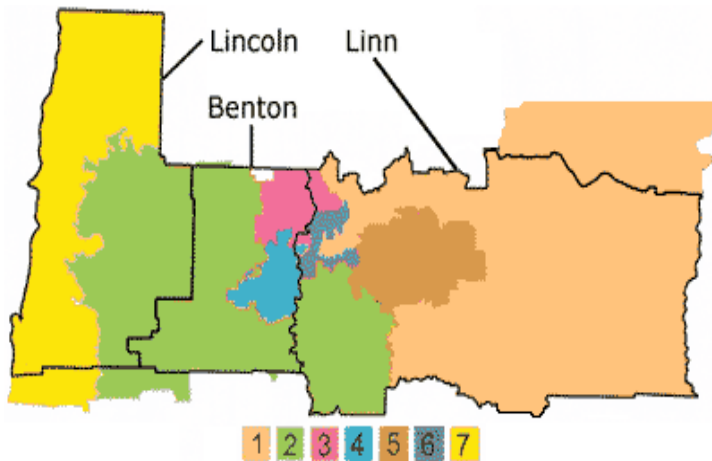
LBL Governance

LBL Board of Directors, Superintendent and staff serve districts, schools and students by providing equitable, flexible and effective, educational services.

LBL Board of Directors		
Zone	Board Member	Term Expires
1	Heather Search	6/30/2021
2	Roger Irvin	6/30/2021
3	Frank Bricker	6/30/2021
4	David Dowrie	6/30/2021
5	Terry Deacon	6/30/2023
6	Miriam Cummins	6/30/2023
7	David Dunsdon	6/30/2023

Zone	Budget Committee Member	Term Expires
1	Richard Moore	6/30/2020
2	Sarah Fay	6/30/2022
3	Tina Baker	6/30/2022
4	Sarah Finger McDonald	6/30/2021
5	Sherrie Springer	6/30/2021
6	Kim Butzner	6/30/2021
7	Ron Beck	6/30/2020
	Jim Gourley	6/30/2022

LBL Board Zones



Zone	District
1	GAPS (NE & E Albany), Sweet Home, Central Linn, Scio, Santiam Canyon
2	Central Linn, Harrisburg, Monroe, Alsea, Philomath, Lincoln Co. Schools
3	Corvallis, GAPS
4	Corvallis, Philomath
5	Lebanon
6	GAPS
7	Lincoln County, Alsea
	At Large

LBL Component School Districts

Valley Coast Superintendent Association (VCSA)

District	Superintendent
Alsea 7J P O Box B 301 S 3rd Alsea, OR 97324	Marc Thielman 541-487-4305
Central Linn 552C P.O. Box 200 Halsey, OR 97348	Brian Gardner 541-369-2813 ext. 3222
Corvallis 509 J 1555 SW 35 th Street Corvallis, OR 97333-1130	Ryan Noss 541-757-5841
Greater Albany 8J 718 Seventh Avenue SW Albany, OR 97321-2399	Melissa Goff 541-967-4511
Harrisburg #7 P O Box 208 865 LaSalle Street Harrisburg, OR 97446-9549	Bryan Starr 541-995-6626 ext. 1
Lebanon Community #9 485 S Fifth Street Lebanon, OR 97355	Bo Yates 541-451-8458
Lincoln County 459 SW Coast Hwy Newport, OR 97365-4931	Karen Gray 541-265-4403
Monroe 1J 365 N 5 th Street Monroe, OR 97456	Bill Crowson 541-847-6292
Philomath 17J 1620 Applegate Street Philomath, OR 97370-9516	Buzz Brazeau 541-929-3169
Santiam Canyon 129J P O Box 197 150 SW Evergreen Street Mill City, OR 97360-0197	Todd Miller 503-897-2321
Scio 95 38875 NW First Avenue Scio, OR 97374-9501	Gary Tempel 503-394-3261
Sweet Home 55 1920 Long Street Sweet Home, OR 97386	Tom Yahraes 541-367-7126

LBL Local Service Plan 2019-2020 Resolution

Resolution Service Allocation

At least 90% of the annual State School Fund (SSF), Property Tax and other qualifying resources allocated to LBL will be expended on resolution services. Services will be provided on a two-tiered basis.

Tier 1 Resolution Services

Tier 1 includes services that are available to all 12 districts and are determined as being essential to all districts. Approval to sustain or add a Tier 1 service occurs with a positive vote of 2/3 of the districts, representing over 50% of the students (based on the ADMr using the final 2017-2018 estimate published in May 2019). The emphasis in Tier 1 is on achieving the greatest economies of scale and assuring equity of access. Tier 1 services are fully funded from the 90% SSF allocation. Service decisions are made for a two year period. However, if a service is provided through a contract that LBL holds with a third party vendor, the term of that contract will take precedence. If a service is provided through a contract that LBL holds with a third party vendor, the term of that contract will take precedence.

- Business Information Services
- InTouch Student Receipting Software
- ForeCast 5 Software
- Courier
- Student Information System Suite: General Student Records, Gradebook, Attendance, Scheduler, Online Registration, and Data Warehouse and Analytics
- PowerSchool Special Education Records Systems
- Educational Technology
- Help Desk
- Systems Analysts
- Network Support Services Including Wide Area Network Operation
- Education Evaluation and Consultation Center (School Psychologists, Speech Language Pathologists, and other special education assessment personnel); includes Early Intervention/Early Childhood Special Education and Audiology evaluations
- Occupational Therapy, Physical Therapy and Augmentative Communication Services
- Support and Consultation for Students with Severe Disabilities
- Student and Family Services Support
- Home School Registration and Assessment Tracking

Tier 2 Resolution Services

Once Tier 1 funds are allocated, the remaining balance is used for Tier 2 services. Tier 2 funds are allocated based on the ADMw of the 12 component districts using the final 2017 – 2018 estimate published in May 2019. The amount is rounded to the nearest whole percentage, not less than 1%. Once established, the Tier 2 ADMw calculation does not change over a two-year period in order for districts and LBL to maintain stable programs. LBL and its component school districts will stay within the constraints of the agreements, yet provide flexibility in the use of funds.

It is further agreed:

Changes in Tier 2 resolution services are negotiated by each district between the LBL superintendent and the component school district superintendent based on individual need and within the following criteria:

- Assist component school districts in meeting requirements of state and federal law
- Improve student learning
- Enhance the quality of instruction provided to students
- Provide professional development to component school district employees
- Enable component school districts and the students who attend schools in those districts to have equitable access to resources
- Maximize operational and fiscal efficiencies for component school districts
- Service decisions will be made prior to May 1st of each year when possible
- Estimates of available resolution funding will be provided in April of each year

While every attempt is made to achieve economies of scale in Tier 2, the emphasis is on customizing a service package for each district. Tier 2 services do not require participation by a certain number of school districts. The emphasis is on the development of consortia of districts utilizing a given service. These consortia may, and most likely will, utilize a variety of funding resources, including resolution service resources, to fund services. The cost of Tier 2 services will be based on the districts ADMr where applicable. Up to 50% of the district's allocated Tier 2 resources may be used to acquire services from sources other than LBL if the service is not provided by LBL, based on the above criterion. Individual districts will determine Tier 2 services of Charter Schools.

Amendments to the Local Service Plan

If the component school districts approve an amendment to a Local Service Plan, the board of an education service district may amend a Local Service Plan that has been previously adopted by the LBL Board and approved by the Boards of component school districts.

By _____ **School District**

LBL Board Chair

Date

School District Board Chair

Date

LBL Planning Calendar for Developing and Approving Resolution Services

Month(s)	Activity
September and October	Visit and interview districts to discuss service level satisfaction, LBL performance measures, and emerging needs. Survey electronically as needed.
October/November	Present VCSA draft resolution Local Service Plan for next biennium. Review/revise the Local Service Plan as described under ORS 334.175(1) and with input from superintendents.
November	VCSA Superintendents finalize Local Service Plan services and agreements resulting in recommendation of the LBL Local Service Plan to LBL Board of Directors and Component School Districts.
December	Recommended LBL Local Service Plan will be provided to LBL Board of Directors for adoption for the biennium. By statute, the Local Service Plan must be approved by districts each year.
January/February	After being adopted by the LBL Board of Directors the Local Service Plan is approved on or before March 1 by resolution of two-thirds of the component school districts that are part of the education service district and that have at least a majority of the pupils included in the average daily membership of LBL. Adoption by component district boards shall occur before March 1.
March	Notify LBL staff of changes in service requirements as established in the Local Service Plan.
April and May	LBL acquires the necessary staffing, equipment, and technology and other resources to deliver the services required or services are brokered through other sources.

LBL Service Assessment: Regional Advantage and Infrastructure Capacity

LBL will use the following guidelines to assist in determining the feasibility of adding or changing services.

- LBL can provide the service more **efficiently** due to regional presence
- LBL can provide the service more **effectively** due to regional presence
- LBL has the current capacity to add the proposed service
- LBL has the capacity to expand as needed in order to provide the proposed service

LBL Service Areas

Administrative Services Board and Superintendent	
Service Description	Funding Source
<p>Board of Directors Support the LBL Board of Directors on legal and policy issues including negotiating contracts, litigation and issues related to Board action.</p>	<p>Non-Resolution Funds Generated from 10% of State School Funds, indirect charges and investment earnings.</p>
<p>Office of the Superintendent Provide LBL and regional leadership; support districts in meeting educational needs. Facilitate ODE and OAESD initiatives and grants. Provide conference space and training labs.</p>	<p>Non-Resolution Funds Generated from 10% of State School Funds, indirect charges and investment earnings.</p>
<p>Human Resources Program Deliver effective strategies in supporting LBL employees including recruitment, personnel management, benefit management and contract management.</p>	<p>Non-Resolution Funds Generated from 10% of State School Funds, indirect charges and investment earnings.</p>
<p>Facility Management Maintain the LBL Facility and Conference Center for use by employees and other educators throughout the region.</p>	<p>Non-Resolution Funds Generated from 10% of State School Funds, indirect charges and investment earnings.</p>
<p>Web Design and Maintenance - LBL Specialized web development services; LBL intranet content management.</p>	<p>Non-Resolution Funds Generated from 10% of State School Funds, indirect charges and investment earnings.</p>

Administrative Services Business Services	
LBL ESD Business Services Program provides services to assist schools, districts and LBL in day-to-day business operations	
Service Description	Funding Source
<p>Business Services Delivery and support of Infinite Visions business information system software (including help desk) and all business functions to LBL.</p>	<p>Non-Resolution Funds Generated from 10% of State School Fund and Indirect Fees on Services</p>
<p>Courier Service Delivery of goods and equipment to component districts via a twice-weekly schedule.</p>	<p>Non-Resolution Funds and Tier 1 Resolution Service</p>

Administrative Services Business Services – Continued

LBL ESD Business Services Program provides services to assist schools, districts and LBL in day-to-day business operations

Service Description	Funding Source																					
<p>Business Information System (BIS) Delivery and Support of Infinite Visions business information system software (including help desk) to component school districts.</p>	Tier 1 Resolution																					
<p>Business Information System Delivery and Support of Infinite Visions business information system software (including help desk) to the following non-component school districts and charter schools:</p> <table style="width: 100%; border: none;"> <tr> <td>Athena Weston</td> <td>Condon</td> <td>Echo</td> </tr> <tr> <td>Eddyville Charter</td> <td>Falls City</td> <td>Gervais</td> </tr> <tr> <td>Jefferson</td> <td>Klamath Falls</td> <td>Milton Freewater</td> </tr> <tr> <td>Morrow County</td> <td>Mt Angel</td> <td>North Central ESD*</td> </tr> <tr> <td>Pilot Rock</td> <td>Pleasant Hill</td> <td>Silver Falls</td> </tr> <tr> <td>Siletz Academy Charter</td> <td colspan="2">Siletz Valley Charter</td> </tr> <tr> <td>Springfield</td> <td>St. Paul</td> <td>Willamina</td> </tr> </table> <p>* Arlington, Fossil, Mitchell, Sherman, Spray</p>	Athena Weston	Condon	Echo	Eddyville Charter	Falls City	Gervais	Jefferson	Klamath Falls	Milton Freewater	Morrow County	Mt Angel	North Central ESD*	Pilot Rock	Pleasant Hill	Silver Falls	Siletz Academy Charter	Siletz Valley Charter		Springfield	St. Paul	Willamina	Non-Component District Intergovernmental Agreements
Athena Weston	Condon	Echo																				
Eddyville Charter	Falls City	Gervais																				
Jefferson	Klamath Falls	Milton Freewater																				
Morrow County	Mt Angel	North Central ESD*																				
Pilot Rock	Pleasant Hill	Silver Falls																				
Siletz Academy Charter	Siletz Valley Charter																					
Springfield	St. Paul	Willamina																				
<p>Business Information System Delivery and Support of InTouch Receipting software for tracking student body funds (including help desk) to the following component and non-component school districts:</p> <p>Component Districts:</p> <table style="width: 100%; border: none;"> <tr> <td>Alsea</td> <td>Albany</td> <td>Central Linn</td> </tr> <tr> <td>Corvallis</td> <td>Harrisburg</td> <td>Lebanon</td> </tr> <tr> <td>Lincoln County</td> <td>Monroe</td> <td>Philomath</td> </tr> <tr> <td>Santiam Canyon</td> <td>Scio</td> <td>Sweet Home</td> </tr> </table> <p>Non-Component Districts, Charter Schools:</p> <table style="width: 100%; border: none;"> <tr> <td>Amity</td> <td>Athena Weston</td> <td>Eddyville Charter</td> </tr> <tr> <td>Falls City</td> <td>Jefferson</td> <td>Klamath Falls</td> </tr> <tr> <td>Mount Angel</td> <td>St. Paul</td> <td></td> </tr> </table>	Alsea	Albany	Central Linn	Corvallis	Harrisburg	Lebanon	Lincoln County	Monroe	Philomath	Santiam Canyon	Scio	Sweet Home	Amity	Athena Weston	Eddyville Charter	Falls City	Jefferson	Klamath Falls	Mount Angel	St. Paul		Tier 1 Resolution and Non-Component District Intergovernmental Agreements
Alsea	Albany	Central Linn																				
Corvallis	Harrisburg	Lebanon																				
Lincoln County	Monroe	Philomath																				
Santiam Canyon	Scio	Sweet Home																				
Amity	Athena Weston	Eddyville Charter																				
Falls City	Jefferson	Klamath Falls																				
Mount Angel	St. Paul																					
<p>Business Administration Services Provide a variety of business services to districts. Services include: assist districts in preparing and maintaining budgets, meeting audit and Oregon Department of Education (ODE) reporting requirements, maintaining general ledger, processing payroll, completing accounts payable tasks, reconciling employee benefits, preparing tax payments, processing PERS payments.</p> <p>Component Districts:</p> <table style="width: 100%; border: none;"> <tr> <td>Alsea</td> <td>Harrisburg</td> <td>Monroe</td> </tr> <tr> <td>Santiam Canyon</td> <td>Scio</td> <td>Sweet Home</td> </tr> </table>	Alsea	Harrisburg	Monroe	Santiam Canyon	Scio	Sweet Home	Tier 2 Resolution															
Alsea	Harrisburg	Monroe																				
Santiam Canyon	Scio	Sweet Home																				

Administrative Services Business Services – Continued	
LBL ESD Business Services Program provides services to assist schools, districts and LBL in day-to-day business operations	
Service Description	Funding Source
Business Administration Services (continued) <i>Non-Component Districts:</i> Eddyville Charter Falls City Jefferson Siletz Charter	Non-Component District Intergovernmental Agreements
Administration Services Tier 2 funds used for services that are not provided by LBL.	Tier 2 Resolution

Cascade Regional Program	
Services for students with Low Incidence Disabilities: Vision, Hearing, Orthopedic and Autism, in addition to audiology and augmentative communication	
Service Description	Funding Source
Cascade Regional Program Provide support for students with vision impairment, hearing impairment, severe orthopedic impairment, autism spectrum disorder and traumatic brain injury. The program staff members consist of teachers licensed in special education and licensed occupational and physical therapists. Services include consultation, assessment, instruction and adaptive materials. Includes transit funds to South Coast ESD.	Oregon Department of Education Contract
Support Services to Students with Special Needs Provide services specific to individual district program needs. Services include occupational and physical therapy and augmentative communication support.	Tier 1 Resolution

Early Intervention/Early Childhood Special Education	
Early intervention services for children birth through two years and early childhood special education for children three to five years	
Service Description	Funding Source
Early Intervention/Early Childhood Special Education (EI/ECSE) Provide assessment, evaluation, early intervention and early childhood special education services for eligible children from birth to five years in Benton, Linn and Lincoln counties. EI/ECSE specialists, speech language pathologists and related service staff members provide a continuum of services, both consultative and direct for eligible children and their families. Support includes assisting in kindergarten transition efforts. Includes transit funds to South Coast ESD.	Oregon Department of Education Contract

Information Systems	
Supporting Instructional Improvement through Technology	
Service Description	Funding Source
<p>LBL Student Information System (SIS) A suite of student information records management software applications specifically tailored for Oregon schools. Products include: General Student Records, Gradebook, Attendance, Scheduler, Online Registration, and Data Warehouse and Analytics. The SIS Suite is provided to all component school districts.</p>	Tier 1 Resolution
<p>LBL Student Information System A suite of student information records management software applications specifically tailored for Oregon schools. Products include: General Student Records, Gradebook, Attendance, Scheduler, Online Registration, and Data Warehouse and Analytics. <i>Non-Component Districts, Charter Schools and Programs:</i> Amity Athena Weston Eddyville Charter Falls City Jefferson Lake County Mt. Angel Pleasant Hill Prospect Charter Silver Falls Siletz Valley Charter Siletz Early College Academy North Santiam Pilot Rock LBL Long Term Care and Treatment Program Lincoln City Career Technical High School</p>	Non-Component District Intergovernmental Agreements
<p>PowerSchool Special Education Records Management Software license, Help Desk support, training and state reporting for Special Education records. Includes Section 504 Module for component districts.</p>	Tier 1 Resolution
<p>PowerSchool Special Education Records Management Software license, Help Desk support, training and state reporting for Special Education and/or Modules: Section 504 Records/Spanish Translation/Response to Intervention. <i>Non-Component Districts, Charter Schools and Programs:</i> Amity Ashland Athena Weston Baker Bethel Cascade Cove Creswell Crow-Applegate Dallas Dufur Elgin Falls City Gervais Harney County SDs #1, #3, #4 Harney ESD (Diamond, Double O, Drewsey, Fields/South Harney, Frenchglen, Pine Creek, Suntext) Helix Imbler InterMountain ESD Ione Jefferson Jefferson County</p>	Tier 2 Resolution (Spanish Translation, Response to Intervention Modules) and Non-Component District Intergovernmental Agreements

Information Systems - Continued		
Supporting Instructional Improvement through Technology		
Service Description		Funding Source
Jefferson ESD (Ashwood, Black Butte, Culver) La Grande Lake County Lake ESD (Adel, Paisley, Plush) Lowell Marcola McKenzie Morrow County Mt. Angel North Lake North Powder North Santiam Oakland Oakridge		Tier 2 Resolution (Spanish Translation, Response to Intervention Modules) and Non-Component District Intergovernmental Agreements
PowerSchool Special Education Records Management (continued) <i>Non-Component Districts, Charter Schools and Programs:</i> Perrydale Pilot Rock Pine Eagle Pleasant Hill Riddle Sheridan Silver Falls South Lane South Umpqua South Wasco St. Paul Stanfield Umatilla Union George Fox University LBL Long Term Care and Treatment Program Old Mill Center Oregon Department of Corrections (4)		Non-Component District Intergovernmental Agreements
Systems Analysts System analysts support all information systems, legacy systems, network and state reporting requirements.		Tier 1 Resolution
Help Desk Service Support for all areas of technology including information systems and network services. These include state reporting, instructional technology, SIS and legacy systems.		Tier 1 Resolution
School Improvement and Student Achievement Support Facilitate regular meetings of district curriculum leaders. Facilitate region-wide professional development. Support the use of technology in linking standards to student outcomes and providing tools to report student progress and achievement.		Tier 1 Resolution
Web Design and Maintenance – District Service Provide specialized web development and management services.		Tier 2 Resolution and Non-Component District Intergovernmental Agreements

Long Term Care and Treatment Education Program	
Education services for students placed in residential and day treatment programs	
Service Description	Funding Source
<p>Farm Home School Provide educational programs, serving a rotational population of students (K-12th grade) in residence and day treatment at Children’s Farm Home. Clients are referred from counties throughout the state for assessment, stabilization and treatment of mental health disorders.</p> <p>Day Treatment at Wake Robin School Provide educational programs for students (K-12th grade) in day treatment, currently located at the Children’s Farm Home. Clients are placed for mental health purposes.</p> <p>Old Mill Center Provide educational program, serving students (Preschool-2nd grade) in day treatment at the Old Mill Center for Children and Families treatment facility in Corvallis. Clients are placed for mental health purposes.</p>	<p>Oregon Department of Education Contract</p>

Network Systems	
Wide and Local Area Networks, Data Center Services	
Service Description	Funding Source
<p>Wide Area Network (WAN) Provide ongoing support of services, equipment, security and monitoring for the regional network that connects districts, LBL and the internet. This service enables safe and efficient access to data-delivery systems beyond the district network.</p>	<p>Tier 1 Resolution</p>
<p>District Network Second-Level Support Provide ongoing escalation support for district staff when solving network-based technical problems and planning future network-based technology projects.</p>	<p>Tier 1 Resolution</p>
<p>Component District Technology Support Provide technical support and/or recommended licenses to support district technology programs/projects. These include but are not limited to Microsoft Exchange email service, email (Gmail and Office 365 setup), email archiving, iBoss CIPA filtering, Internet Service Provider-bandwidth provisioning, LAN and wireless support, off-site data storage, VMware, Active Directory and virtual server hosting. All LBL component districts use a variety of these services, based on individual district needs.</p>	<p>Tier 2 Resolution</p>

Network Systems - Continued	
Wide and Local Area Networks, Data Center Services	
Service Description	Funding Source
<p>District Support: Local Area Networks and Computer Support Technicians Hire and support staff to meet network/computer needs of individual districts.</p> <p>Component Districts: Albany Central Linn Harrisburg Lincoln County Monroe Philomath Santiam Canyon</p> <p>Non-Component Districts, Charter Schools and Programs: Eddyville Charter Siletz Valley Charter Long Term Care and Treatment Early Intervention/Early Childhood Special Education</p>	<p>Tier 2 Resolution and Non-Component District Intergovernmental Agreements</p>

Special Education and Evaluation Services	
Special education evaluation, consultation and direct services. Additional support to districts that includes special projects and grant implementation.	
Service Description	Funding Source
<p>Special Education Evaluation Services The Education Evaluation and Consultation Center (EECC) provides special education evaluation and consultation for K-12 students. Evaluations are provided both in-district and at the LBL facility. Funds are also allocated for audiology evaluations and EI/ECSE evaluations.</p> <p>Includes tiered instruction consultation and interpreter/translator support and training.</p>	Tier 1 Resolution
<p>Services to Students with Severe Disabilities Provide funds and consultation for students with severe disabilities.</p>	Tier 1 Resolution
<p>Support Services to Students with Special Needs Provide services specific to individual district program needs. Services include school psychologists, speech language pathologists, and learning specialists.</p>	Tier 2 Resolution
<p>Talented and Gifted Test Support Distribute and score assessments to assist districts in determining TAG eligibility.</p>	Tier 2 Resolution
<p>Individuals with Disabilities Education Act (IDEA) Consortium Services Provide IDEA Consortium services and support to six component districts. <i>Component Districts:</i> Alsea Central Linn Harrisburg Monroe Scio Santiam Canyon</p>	IDEA Consortium Funds

Student and Family Support Services	
Serving students with behavior, social service, and academic achievement needs.	
Service Description	Funding Source
<p>Student and Family Services Support Provide .5 FTE administrative oversight to program services listed below. Also includes facilitating interagency collaboration, crisis response training, student threat assessment team training, grant writing and other activities that support social, emotional and mental health needs of students.</p>	Tier 1 Resolution
<p>Home School Support LBL registers and provides support for home school students residing in the LBL region.</p>	Tier 1 Resolution
<p>Attendance Services Assist schools, students and parents by supporting regular school attendance. Provide intervention with students that have excessive absences or who are not enrolled in an</p>	Tier 2 Resolution

education program. Consult with districts and schools regarding policies and practices that may improve student attendance.	
Behavior Consultant Services Provide direct and consultative behavior support services related to the needs of students who are experiencing social, emotional and behavioral challenges that interfere with school success. Work with district and building level teams to support implementation of PBIS.	Tier 2 Resolution and Non-Component District Intergovernmental Agreements
Family Support Liaison Services Provide support, home visiting and linkage to school, health and community resources to students who are experiencing a variety of challenges to their success in school or for school readiness.	Tier 2 Resolution, Juvenile Crime Prevention Funds (Linn County), LBL Administrative Medicaid Funds
Chronic Absenteeism Consultant Services Provides support and training to school districts to reduce chronic absenteeism.	ODE Grant
Transition Network Facilitator Provide special education transition technical assistance and training to districts and community partners.	ODE Grant
Youth Transition Program Transition services for students with disabilities that present a barrier to employment.	ODE and Vocational Rehabilitation Grant, and District Matching Funds

Student and Family Support Services (Continued)	
Serving students with behavior, social service, and academic achievement needs.	
Service Description	Funding Source
Oregon Health Authority (OHA) Medicaid Administrative Claiming (MAC) Provide training and consultation to district coordinators in implementing the Medicaid Administrative Claiming process. Monitor district survey results and submit MAC survey results and claims to OHA. Generated funds are transited to districts.	Tier 2 Resolution

LBL Program Performance Goals

2018 – 2019

Annual goals are reviewed and reported to the LBL Board in August. Requests for copies of the report can be made to the Assistant Superintendent.

Business Services	
Business Services Performance Goal #1	By June 2019, develop a business plan that communicates services, benefits, costs and a related customer implementation plan that will promote LBL’s business products/applications and expand district use by 15% compared to fiscal year 2017-18 services.
Business Services Performance Goal #2	By June 2019, develop an Erate service for districts to assist in identifying category 2 projects, writing RFP’s, and filing all required forms with USAC for funding.

Human Resources	
Human Resources Performance Goal #1	By May 30, 2019, in a collaborative effort with licensed LBL educators and administrators, work to revise their current professional growth and evaluation processes to reflect changes in the federal Every Student Succeeds Act and the Oregon Framework for Teacher & Administrator Evaluation and Support Systems.
Human Resources Performance Goal #2	In order to ensure consistent, quality services to students and districts, LBL Human Resources will develop and implement recruitment strategies specific to hiring Occupational Therapists, Certified Occupational Therapy Assistants, and Physical Therapists to fully staff the Cascade Regional Program by September 2019.

Cascade Regional Program (CRP)	
CRP Goal #1	A Cascade Regional Program workgroup will create criteria for determining Occupational and/or Physical Therapy eligibility for students with mild/moderate needs thus reducing the overall number of students receiving services to only those demonstrating the greatest educational impact and allowing more time to build capacity through inservice type consultation services to LBL ESD component districts by June 2020 as demonstrated by an overall reduction of caseload numbers and increase provision of school/district/ESD-wide inservice trainings.

CRP Goal #2	Improve Cascade Regional’s webpage by providing more resource links and incorporating the Assistive Technology (AT) information into individual discipline pages increasing discipline specific supports and reducing misleading or confusing information about how to access AT by June 2019 as measured by and increased number of hits on each webpage.
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Early Intervention/Early Childhood Special Education (EI/ECSE)	
EI/ECSE Goal #1	In alignment with the goals of the State Systemic Improvement Plan (SSIP) to increase social-emotional and ‘approaches to learning’ skills, the LBL ESD EI/ECSE program will expand the Positive Behavior Intervention and Supports (PBIS) coaching model to train two additional coaches and include two Linn-Benton classroom teams by June 2019.
EI/ECSE Goal #2	In alignment with the goals of the State Systemic Improvement Plan (SSIP) to increase social-emotional and ‘approaches to learning’ skills, the LBL ESD EI/ECSE program will expand the Collaborative Problem Solving (CPS) model to one additional classroom and begin training a program level coach by June 2019.
EI/ECSE Goal #3	To promote early childhood special education services provided in local community settings, the EI/ECSE program will increase the number of students receiving special education services in community pre-school sites from 29.4% to the state target of 35.5% by June 2019.

Information Systems	
Information Systems Goal #1	During the 2018-2019 School year I will create an exit plan to help my department prepare for the replacement of senior staff as they retire over the next five years. This will include specific job descriptions and daily workflow for all employees, cross training plan of staff who will not retire soon, and a financial plan for training new staff while the expertise is still in house.
Information Systems Goal #2	In an effort to communicate more effectively with our users, Information Systems will create an easily digestible template for dispensing necessary information. This template will be presented to the SIS Steering committee for feedback in the October meeting with a request for their help in being our eyes and ears on whether this new communication style is easier for our users to read. The committee will be asked to give us feedback during the year, with an official check in at the February and June meetings.

Long Term Care and Treatment (LTCT)	
Long Term Care and Treatment Goal #1	In 2018- 2019, professional development will continue to focus on literacy and writing. By June 2019, all students in residence or day treatment for at least 90 days, that complete a pre and post writing sample, will demonstrate growth on at least two attributes of writing as scored on the Oregon Department of Education (ODE) Official Writing Scoring Guide.
Long Term Care and Treatment Goal #2	By June 2019, LTCT staff will: <ul style="list-style-type: none"> a) Revise and update the Student Education Plan & Profile (StEPP) document, and have completed training on the criteria for creating a comprehensive Student Education Plan & Profile (StEPP) for every student transitioning back to local district, b) develop a short survey to send with the transitioning student’s StEPP and other transition documents that will collect feedback from district staff on the quality and usefulness of the information provided for the transition.

Student Family Support Services (SFSS)	
SFSS Goal #1	Behavior Consultants and Family Support Liaisons will obtain data from component school districts, youth service agencies, and wraparound teams to identify student access barriers to health/social services and develop a resource for navigation of services by June, 2019.
SFSS Goal#2	SFSS will implement innovative evidenced based strategies and provide materials and resources to targeted school districts to reduce the averaged chronic absenteeism rate to 10% or less by June, 2019 as evidenced by attendance data.

Special Education & Evaluation Services (SEES)	
SEES Goal #1	<p>During the 2018-19 school year, SEES staff will increase capacity to provide districts with Multi-Tiered Systems of Support (MTSS) support by:</p> <ul style="list-style-type: none"> a) training staff through key MTSS trainings in state and out of state b) developing communication tools to explain the specialists role in the implementation of MTSS and how we are increasing our capacity of support to districts by aligning our work with ongoing district school improvement initiatives c) participating in building or district level system teams in at least 3 out of 12 districts to provide specialist support and additional resources on districts school improvement initiatives.
SEES Goal #2	<p>To maintain increased capacity for springtime in-center testing and utilizing the increased staffing, we will schedule six students a week from March through May at least 95% of the time to reduce the number of students on the carry over list for fall by 50%.</p>

Network Systems	
Network Program Goal #1	<p>By March 2019, Network staff will have completed the design for the new iBoss content filtering system for the ESD and participating component districts, and product will be in full usage by technology staff.</p>
Network Program Goal #2	<p>By December 2018, LBL ESD will have selected a VOIP phone system through a RFP process, and have developed an implementation plan which includes installation and staff training.</p>
Network Program Goal #3	<p>By March 2019, Network staff will have completed Phase 1 of the Disaster y Plan that will have tested cloud storage and off-site data storage for critical ESD services.</p>
Network Program Goal #4	<p>By June 2019, Network Services will have developed a randomized survey tool linked to user tickets in the Web Help Desk software. Collected feedback data from users will be processed with Network staff to improve delivery of technology services.</p>

LBL Program Performance Goals

2019 – 2020

LBL Agency Goals	
LBL Agency Goal #1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities
LBL Agency Goal #3	Continue long-term financial stability

Human Resources	
LBL Agency Goal #1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
Human Resources Performance Goal #1	<p>Recruitment for hard-to fill positions: Continuing goal.</p> <p>In continuing LBL’s goal of hiring long-term licensed employees such as Occupational Therapists, LBL will expand recruiting efforts to national conferences, university program visits and focus on practitioners specializing in school-based service.</p>
Human Resources Performance Goal #2	<p>Explore our district’s needs in the area of human resources support.</p> <p>Visit with other ESDs who offer this type of service to their constituent districts and develop a service proposal to present to cabinet and the board for a possible area of expansion.</p>

Business Services	
LBL Agency Goal # 1	Continue long-term financial stability.
Business Services Performance Goal # 1	Increase E-rate services across the state of Oregon to become a self-supporting program.

Business Services-continued

Business Services Performance Goal # 2	To improve efficiencies and increase functionality for all users, the business office will upgrade and train all districts and LBL staff on how to use the new web portal, version DNN9.
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Cascade Regional Program

LBL Agency Goal # 1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
Cascade Regional Program Performance Goal #1	<p>Improve accuracy of student service time data collection for the purpose of:</p> <ul style="list-style-type: none"> - Prioritize student service needs - Align service provider services across districts - Continue to analyze data surrounding provision of services - Improve the referral and identification process - Refine process for capturing service time by provider/discipline, student time and/or by district service time for improved tracking and reporting
LBL Agency Goal # 3	Continue long-term financial stability.
Cascade Regional Program Performance Goal #2	Participate in state level conversations regarding the potentially significant changes to the Regional Service Plan which would have both political and financial ramifications regarding service provision to districts.
LBL Agency Goal # 2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.

Cascade Regional Program-continued

<p>Cascade Regional Program Performance Goal #3</p>	<p>Through a statewide collaborative effort, increase awareness about Regional Low-Incidence, High Need programs and demographics by participating in outreach to other stakeholders rather than just Special Education Directors (legislature, OAESD, VSCA, etc.).</p> <ul style="list-style-type: none"> - Describe what Regional programs are - Explain the supports provided by Regional specialists. - Increase general knowledge around the impact specialists provide to students at an efficient and effective cost. - Educate regarding the funding history and actual needs for productive service levels.
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Early Intervention/Early Childhood Special Education (EI/ECSE)

<p>LBL Agency Goal # 1</p>	<p>Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.</p>
<p>Early Intervention/Early Childhood Special Education Goal # 1</p>	<p>In alignment with the goals of the State Systemic Improvement Plan (SSIP) to increase social-emotional and ‘approaches to learning’ skills, the LBL ESD EI/ECSE program will expand social/emotional teaching practices, investigate autism curriculum that better aligns to the SSIP objectives, and work with the new administrator at South Coast ESD (SCESD) (subcontract) to initiate their alignment to the SSIP objectives, by June 2020.</p> <ol style="list-style-type: none"> 1. The LBL ESD EI/ECSE program will expand the Positive Behavior Intervention and Supports (PBIS) and Collaborative Problem Solving (CPS) philosophies to embed and improve practices in all Linn, Benton, and Lincoln EI/ECSE classrooms by increasing scores on the Benchmarks of Quality and the Teaching Pyramid Observation Tool (T-POT) from pre/post 2019-20 measurements. 2. The LBL ESD EI/ECSE program will research, select and plan for the implementation of an autism training program that better aligns with the SSIP social/emotional

	<p>practices and supports ‘approaches to learning’ skills by teaching in a format that supports better generalization of skills to a broader span of educational settings/placements.</p> <p>3. The LBL ESD EI/ECSE program administrators will work with the new administrator at SCESD to create PBIS and CPS teams to begin training and implementation for the 2020-21 school year.</p>
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Information Systems	
LBL Agency Goal #1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
Information Systems Goal #1	<p>Support districts with readily available data from Argos, in the area of Chronic Absenteeism as it relates to team planning for student achievement success.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create Chronic Absenteeism Argos Dashboard <input type="checkbox"/> Assist Chronic Absenteeism grant and districts as they develop individual district plans <input type="checkbox"/> Provide direct training to district staff responsible for absence monitoring and reporting <input type="checkbox"/> Provide follow up training to other district staff involved in the initiative
LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Information Systems Goal #2	Information Systems has an extensive communication system through ClassLink that is sent out to specific users whenever they are affected by any and all changes to our system. In an effort to reach users that might not use ClassLink or might miss our communication, Information Systems will create and distribute a quarterly newsletter showcasing various features in our system that help districts with their student data.

Long Term Care and Treatment (LTCT)	
LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Long Term Care and Treatment Goal #1	<p>LTCT staff will:</p> <ol style="list-style-type: none"> 1. Prepare and complete a comprehensive Student Education Plan & Profile (StEPP) document for all students upon LTCT enrollment and stay; share document with districts upon student transition and discharge. 2. Gather input regarding student transition priorities from districts. 3. Using the district input, state requirements, staff expertise, adjust the StEPP document and transition process. 4. Evaluate the effectiveness of our transition process and communication by developing a short survey to collect feedback from district staff on the quality and usefulness of the information provided for the transition.
LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Long Term Care and Treatment Goal #2	<p>ODE has developed a LTCT statewide application process for the 2021-2023 biennium. Resident school districts where the residential or day treatment facility is located must now be the applicant. ODE will review and select applicants to serve as LTCT programs. Grant awards are limited.</p> <p>During the 2019-2020 school year, support Corvallis School District in the application process:</p> <ul style="list-style-type: none"> ● Communicate the change process and set up meetings with mental health facility providers and school district ● Facilitate the collection and preparation of all required application components. ● Meet all timelines for the application process. (Fall 2019 TBD) ● Monitor the ODE selection outcome (Winter -Early Spring 2020 TBD).

Network Systems

LBL Agency Goal #3	Continue long-term financial stability.
Network Program Goal #1	Promote district access to two new Tier 2 services available to our districts; Data Protection and JAMF(Apple device management) for our districts.
LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Network Program Goal #2	Continue to build community between LBL technical teams by combining monthly staff meetings between Information Systems and Network staff.
Network Program Goal #3	Update the Network Page on the ESD website to better promote the services we offer our districts.
Network Program Goal #4	Creating pathways in communication for project transparency by allowing the process to be accessible for all stakeholders.
LBL Agency Goal #1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
Network Program Goal #5	With identified partners continue to develop the architecture of the Disaster recovery plan, including implementation.

Special Education and Evaluation Services (SEES)

LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Special Education and Evaluation Services Goal #1	<p>During the 2019-2020 school year, SEES will work with districts to decrease the number of students on the carry over list by 25% for the start of the 2020-2021 school year by:</p> <ul style="list-style-type: none"> a). working with district teams to prioritize evaluation requests by completing 3 year re-evaluations at least 30 days before the due date. b). providing tools and guidance to district teams to ensure evaluation requests are complete, accurate and timely to avoid delays in beginning the evaluation process. c). increasing the number of students being tested during the springtime in-center testing window (March through May).
LBL Agency Goal #1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
Special Education and Evaluation Services Goal #2	<p>During the 2019-2020 school year, SEES staff will increase capacity to provide districts with Multi-Tiered Systems of Support (MTSS) support by:</p> <ul style="list-style-type: none"> a). training SEES staff through key MTSS learning opportunities in state and out of state b). identifying resources for selecting interventions and progress monitoring tools for districts.

Student and Family Support Services

LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Student and Family Support Services Goal #1	SFSS will implement innovative evidenced based strategies and provide materials and resources to targeted school districts to reduce the averaged chronic absenteeism rate to 10% or less by June 2020 as evidenced by attendance data.
LBL Agency Goal #2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Student and Family Support Services Goal #1	SFSS will develop Sexual Incident Response Teams to provide consultation and training to school teams and coordinate multidisciplinary team consultation in collaboration with youth serving agencies to mitigate harm to students by June 2020.

Strategic Partnerships

LBL Agency Goal # 1	Support success for all students and their districts by delivering excellent, equitable, efficient and cost effective services.
Interagency Partnerships & Innovation in Education Goal #1	The IPIE department will work with component districts to facilitate and provide resources and tools for the Student Success Act and ESSA (CIP).

Strategic Partnerships-continued

LBL Agency Goal # 2	Foster positive relationships by strengthening communication within the ESD, with school districts, other organizations and communities.
Interagency Partnerships & Innovation in Education Goal #2	Create the Interagency Partnerships and Innovation in Education webpage to increase communication between LBLESD and our component Districts by December 2019. We will provide resource links which will include information on ODE updates, Grants and Initiatives, School Improvement, and Professional Development that will support the Student Success Act. The number of visits to the webpage will be measured to determine use. We will share this through three different avenues throughout the year.