



**SPRINGFIELD**

**PUBLIC SCHOOLS**

Every Student, Every Day

**BOARD OF EDUCATION**  
**November 13, 2023**  
**Administration Building Board Room**  
**640 A Street**  
**Springfield, OR 97477**

[En español](#)

**6:00 pm Executive Session (non-public) pursuant to ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.**

**7:00 pm In Person Board Meeting**

**Streaming Meeting URL:**

<http://www.vimeo.com/SpringfieldPS>

**AGENDA**

**TAB**

- |   |   |
|---|---|
| <b>1. Call Meeting to Order</b>   | Board Chair Jonathan Light                        |
| A. Pledge of Allegiance   | Chair Light                                       |
| B. Land Acknowledgement   | Director Ken Kohl                                 |
| <b>2. Approval of the Agenda</b>  | Chair Light                                       |
| <b>3. Presentations</b>   |   |
| A. Student Board Representative Communication   | Chair Light                                       |
| <b>4. Public Comments</b> (Three (3) minutes each; maximum time 25 minutes. Speakers may not yield their time to other speakers.) |   |
| <b>5. Action Items</b>  |   |
| A. Approve Consent Agenda   |   |
| 1. October 9, 2023 Board Meeting Minutes  |   |
| 2. October 23, 2023 Board Work Session Minutes  |   |
| 3. Financial Statement  | Brett Yancey                                      |
| 4. Personnel Report, Resolution #23-24.019  | Dustin Reese                                      |
| B. Further Handling of Complaint  | Rebekah Jacobson                                  |
| C. Approve 2024-2025 Budget Calendar, Resolution #23-24.020   | Brett Yancey                                      |
| D. OSBA Elections:  |   |
| 1. OSBA Legislative Policy Committee, Resolution #23-24.021   | Todd Hamilton                                     |
| 2. OSBA Board of Directors, Resolution #23-24.022   | Todd Hamilton                                     |
| 3. OSBA Resolution 1, Resolution #23-24.023   | Todd Hamilton                                     |
| 4. OSBA Resolution 2, Resolution #23-24.024   | Todd Hamilton                                     |
| <b>6. Discussion</b>  |   |
| A. Early Literacy Success Initiative  | Whitney McKinley & Jeff Fuller                    |
| B. Integrated Guidance: Data Follow Up  | David Collins                                     |
| C. Review and Prioritize Future Meeting Topics  | Todd Hamilton                                     |
| <b>7. Reports and Information</b>   |   |
| A. Superintendent Communication   | Todd Hamilton                                     |
| B. Board Communication and Comments   | Chair Light                                       |
| <b>8. Next Meeting:</b>   | December 11, 2023 - Board Business Meeting 7:00pm |
| <b>9. Adjournment</b>   | Chair Light                                       |

**JUNTA DE EDUCACIÓN**  
**13 de Noviembre del 2023**  
**Sala de Juntas del Edificio de Administración**  
**Calle 640 A**  
**Springfield, OR 97477**

[En español](#)

**6:00 pm Sesión ejecutiva (no pública) de conformidad con ORS 192.660(2)(f) Para considerar información o registros que están exentos por ley de la inspección pública.**

**7:00 pm Reunión presencial de la Junta Directiva**

**URL de la reunión de streaming:**

<http://www.vimeo.com/SpringfieldPS>

AGENDA	TAB
<b>1. Declarar Abierta la Sesión</b>	Presidente de la Junta Directiva, Jonathan Light
A. Juramento a la Bandera	Presidente Light
B. Reconocimiento de Tierras	Director Ken Kohl
<b>2. Aprobación de la Agenda del Día</b>	Presidente Light
<b>3. Presentaciones</b>	
A. Comunicación con el Representante de la Junta Estudiantil	Presidente Light
<b>4. Comentarios Públicos</b> (Tres (3) minutos cada uno; tiempo máximo 25 minutos. Los ponentes no pueden ceder su tiempo a otros ponentes).	
<b>5. Medidas a Tomar</b>	
A. Aprobar la Agenda de Consentimiento	
1. Actas de la reunión de la Junta Directiva del 9 de Octubre del 2023	
2. Actas de la sesión de trabajo de la Junta Directiva del 23 de Octubre del	
3. Estados Financieros	Brett Yancey
4. Informe de Personal, Resolución #23-24.019	Dustin Reese
B. Manejo adicional de la queja	Rebekah Jacobson
C. Aprobar el Calendario Presupuestario 2024-2025, Resolución #23-24.020	Brett Yancey
D. Elecciones de OSBA:	
1. Comité de Política Legislativa de la OSBA, Resolución #23-24.021	Todd Hamilton
2. Junta Directiva de OSBA, Resolución #23-24.022	Todd Hamilton
3. Resolución OSBA 1, Resolución #23-24.023	Todd Hamilton
4. Resolución OSBA 2, Resolución #23-24.024	Todd Hamilton
<b>6. Discusión</b>	
A. Iniciativa para el Éxito de la Alfabetización Anticipada	Whitney McKinley y Jeff Fuller
B. Orientación integrada: seguimiento de datos	David Collins
C. Revisar y priorizar temas de reuniones futuras	Todd Hamilton
<b>7. Informes e Información</b>	
A. Comunicación del Superintendente	Todd Hamilton
B. Comunicación y Comentarios de la Junta Directiva	Presidente Light
<b>8. Próxima Reunión:</b> 11 de Diciembre del 2023 - Reunión de Negocios de la Junta Directiva 7:00 p.m.	
<b>9. Aplazamiento</b>	Presidente Light

Las Escuelas Públicas de Springfield son un ente educador y empleador con igualdad de oportunidades.

Las personas que tengan preguntas o necesidades especiales, necesiten acomodaciones o servicios de traducción en las reuniones de la Junta Directiva deben ponerse en contacto con la Oficina del Superintendente; 640 A Street, Springfield, OR 97477; Teléfono: (541) 726-3201.

La solicitud debe hacerse con 72 horas de anticipación al evento.

## BUSINESS MEETING MINUTES

A Business Meeting of the Springfield School District No. 19 Board of Education was held on October 9, 2023.

### 1. CALL MEETING TO ORDER, FLAG SALUTE AND LAND ACKNOWLEDGEMENT

Board Chair Jonathan Light called the Springfield Board of Education meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Following the Pledge of Allegiance, Board Vice Chair Kelly Mason read the following Land Acknowledgement:

*We acknowledge that we are in the traditional homeland of the Kalapuya people, specifically the community that was known as Chifin, the area that we now call Springfield.*

*Kalapuya people, who have lived in this region since "[Time Immemorial](#)", were illegally dispossessed of their land and forcibly removed to what are now the Grand Ronde and Siletz reservations over several years, but most notably in treaties between 1851 and 1855.*

*The Kalapuya are now members of the [Confederated Tribes of the Grand Ronde](#) and the [Confederated Tribes of Siletz Indians](#), and members of the Kalapuya still live, work, study, and thrive in this area, and continue to make important contributions here in Springfield, across the land we now refer to as Oregon, and around the globe.*

*This information is shared out of a responsibility to honor the heritage and the humanity of all people and to promote unity within our school district.*

#### Attendance

Board Members attending the meeting included Board Chair Jonathan Light, Board Vice Chair Kelly Mason, Director Ken Kohl and Director Nicole De Graff.

Absent - Director Emilio Hernandez.

#### District staff and community members identified included:

Superintendent Todd Hamilton, David Collins, Dustin Reese, Brett Yancey, Martie Steigleder, Brian Richardson, Jeff Michna, Mindy La Roux, Ame Beard, Kimberlee Pelster, Christina Scott, Alana Strand, Sahara Fisher, Andy Price, Jose Da Silva, Jonathan Gault, Kenia Martinez, Sasha Chang, Kim Donaghe, Carla Smith, Lesa Haley, Colton Petersen, Megan Knight, Joan Bolls, Alexis DeLuna, Brian Johnson and Calli Dean.

### 2. APPROVAL OF THE AGENDA

Chair Light asked for a motion to approve the October 9, 2023 agenda as presented.

Superintendent Hamilton made a request to the Board to pull Action item I; from the agenda because the grant agreements from the Oregon Department of Education (ODE), as well as an updated timeline, had not yet been received.

**MOTION: Director Mason moved, seconded by Director Kohl, to approve the October 9, 2023 agenda as presented.**

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they supported the motion in favor of approving the October 9, 2023 agenda as presented: Director Kohl – Yes, Director De Graff – Yes, Director Mason – Yes and Chair Light – Yes.

*Motion passed, 4:0.*

### **3. PRESENTATIONS**

A. Introduction of the Student Board Representatives

Mindy Le Roux

#### **A3**

Maelette (Mae) Brockman

Cameron Stratton

#### **Gateways High School**

Alexis DeLuna

Danica Bolt was unable to attend.

#### **Springfield High School**

ASB President, Colton Petersen

ASB Vice-President, Sahara Fisher

#### **Thurston High School**

ASB President, Abigail Warren was unable to attend.

ASB Vice President, Eliana Sanchez was unable to attend.

#### **Willamette Leadership Academy WLA**

Alana Strand

### **4. PUBLIC COMMENT**

Chair Light read the following statement concerning public comment:

*This is the portion of our agenda for public comment. The board provides three ways for community members to share public comment: written public comment, in person oral public comment and virtual public comment. Written public comment is received via email. Public comment received via email for this evening has been reviewed by the Board and has also been posted on the District's website. The deadline for submitting a request for oral public comment was today at 2pm. Those who requested an opportunity to speak this evening were notified by the board secretary about their request.*

*We encourage groups with a common purpose to designate a spokesperson. If your comments will be covered by a group spokesperson, please indicate so when your name is called. I want to remind those members of the public who have indicated a desire to make comments that our policy provides for a limitation of three (3) minutes per person.*

*The Board will not hear comments regarding any school personnel. We ask those speaking to refrain from using names and titles of school personnel. Any complaints regarding a particular employee must be processed through the procedure set forth in Board policy KL, which requires that complaints be*

*submitted in writing to the Superintendent. This procedure must be followed before there is any Board involvement with such issues. A compliment involving a staff member should be sent to the superintendent, who will forward it to the employee, their supervisor and the Board. Speakers are reminded that their public comments will be limited to three (3) minutes.*

#### In-Person Comment

Springfield resident Christina Scott respectfully addressed the Board regarding House Bill (HB) 2753, Compensation of Directors of District School Boards. She requested the Board vote against approval of this resolution. Scott also felt that if Board members were to receive stipends then she herself would deserve to receive stipends, for the help that she has done and continues to offer to Springfield children.

There were no requests for virtual comment(s) received.

### **5. ACTION ITEMS**

#### **A. Approve Consent Agenda**

1. August 28, 2023 Board Work Session Minutes
2. September 11, 2023 Board Meeting Minutes
3. September 25, 2023 Board Work Session Minutes
4. Financial Reports
5. Personnel Report, Resolution #23-24.009

Brett Yancey  
Dustin Reese

**MOTION: Director Kohl moved, Director De Graff seconded the motion to approve the Consent Agenda as amended.**

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they supported the motion in favor of approving the Consent Agenda: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

#### **B. Approve OSAA Cooperative Sponsorship, Boys Swimming, Thurston High School and Mohawk High School, Resolution #23-24.010**

David Collins

It is recommended that the Board of Directors approve the OSAA Cooperative Sponsorship Application for Boys Swimming between: Thurston High School and Mohawk High School.

**MOTION: Director Kohl moved, Director Mason seconded the motion to approve the OSAA Cooperative Sponsorship Application for Boys Swimming between: Thurston High School and Mohawk High School.**

Chair Light asked if there was any discussion.  
There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve OSAA Cooperative Sponsorship Application for Boys Swimming between: Thurston High School and Mohawk High School: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

- C. Approve Out of State Travel, Springfield High School, Miller Integrated Nature Experience (MINE), Resolution #23-24.011 David Collins

It is recommended the Board approve Springfield High School MINE's request to travel to Boston, MA to participate in the National High School Journalism Convention. Dates of travel will be November 2 - 5, 2023.

**MOTION: Director Mason moved, Director Kohl seconded the motion to approve the Springfield High School MINE's request to travel to Boston, MA to participate in the National High School Journalism Convention.**

Chair Light asked if there was any discussion.  
There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve Springfield High School MINE's request to travel to Boston, MA to participate in the National High School Journalism Convention: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

- D. Approve Out of State Travel, Springfield High School, Girls Basketball, Resolution #23-24.012 David Collins

It is recommended the Board approve Springfield High School Girls' Basketball Team's request to travel to Phoenix, Arizona to participate in the Nike Tournament of Champions. Dates of travel will be December 17 - 22, 2023.

**MOTION: Director Mason moved, Director Kohl seconded the motion to approve the Springfield High School Girls' Basketball Team's request to travel to Phoenix, Arizona to participate in the Nike Tournament of Champions.**

Chair Light asked if there was any discussion.  
There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve Springfield High School Girls' Basketball Team's request to travel to Phoenix, Arizona to participate in the Nike Tournament of Champions: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

- E. Approve Out of State Travel, Springfield High School, Mariachi Del Sol, Resolution #23-24.013 David Collins

It is recommended the Board approve Springfield High School Mariachi del Sol's request to travel to Washington, D.C. to participate in the National Memorial Day Parade. Dates of travel will be May 24-28, 2024.

**MOTION: Director Mason moved, Director Kohl seconded the motion to approve Springfield High School Mariachi del Sol's request to travel to Washington, D.C. to participate in the National Memorial Day Parade.**

Chair Light asked if there was any discussion.  
There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve Springfield High School Mariachi del Sol's request to travel to Washington, D.C. to participate in the National Memorial Day Parade: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

**F. Approve Out of State Travel, Thurston High School, Boys Baseball, Resolution #23-24.014**

David Collins

It is recommended the Board approve Thurston High School Baseball Team's request to travel to Phoenix, Arizona to participate in the Coach Bob National Invitational tournament. Dates of travel will be March 23-30, 2024.

**MOTION: Director Kohl moved, Director De Graff seconded the motion to approve Thurston High School Baseball Team's request to travel to Phoenix, Arizona to participate in the Coach Bob National Invitational tournament.**

Chair Light asked if there was any discussion.  
There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve Thurston High School Baseball Team's request to travel to Phoenix, Arizona to participate in the Coach Bob National Invitational tournament: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

**G. Approve Lane ESD Transit Dollar Request 2024-2025,  
Resolution #23-24.015**

Superintendent Hamilton

It is recommended that the Board of Directors approve the Lane Education Service District – School District Transit Request for fiscal Year 2024-2025. Specifically, it is recommended that the Board of Directors request does not exceed 50% of the Transit Dollars pursuant to ORS 334.177.

**MOTION: Director Kohl moved, Director Mason seconded the motion to approve Lane Education Service District – School District Transit Request for fiscal Year 2024-2025. Specifically, it is recommended that the Board of Directors request does not exceed 50% of the Transit Dollars pursuant to ORS 334.177.**

Chair Light asked if there was any discussion.

There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve Lane Education Service District – School District Transit Request for fiscal Year 2024-2025.

Specifically, it is recommended that the Board of Directors request does not exceed 50% of the Transit Dollars pursuant to ORS 334.177: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

**H. Award of Contract, Centennial Roof Replacement, Resolution #23-24.016** Brett Yancey

It is recommended that the Board of Directors approve the award of construction for the Centennial Elementary re-roofing project to Roof Toppers from Vancouver, WA. The total base bid for the project is \$620,835.

**MOTION: Director Mason moved, Director Kohl seconded the motion to approve the award of construction for the Centennial Elementary re-roofing project to Roof Toppers from Vancouver, WA. The total base bid for the project is \$620,835.**

Chair Light asked if there was any discussion.  
There were none.

Chair Light called for a roll call vote. Chair Light asked each Board member to indicate if they approve the award of construction for the Centennial Elementary re-roofing project to Roof Toppers from Vancouver, WA. The total base bid for the project is \$620,835: Director Light – Yes, Director Kohl – Yes, Director Mason – Yes and Director De Graff – Yes.

***Motion passed, 4:0.***

7:58 p.m. <<<————— **Break** —————>>> 8:04 p.m.

## **6. DISCUSSION**

**A. Compensation of Directors of District School Boards Update** Chair Light

Superintendent Hamilton shared that Brian Richardson, Director of Communications had made great efforts to communicate with all in the community and to announce opportunities for public discussion, as well as to give input on HB 2753.

Brian Richardson shared the actions that he and his team had taken:

- Issued a September press release announcing the stipend discussion and request for public comment.
- Several media outlets picked up on that conversation.
- KEZI, KMTR, KVAL and the Registered Guard covered these items.
- Newsletters, one internal, two external covered these items.
- 17,000 emails were opened.
- A web story was posted, as well as several social media postings.

October 9, 2023

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The Board expressed appreciation for the outstanding job their team had done in getting the message out to the public.

- B. (Possible Action Item) Approve HB 2753, Compensation of Directors of District School Boards, Resolution #23-24.018** Chair Light

Superintendent Hamilton referred the Board to their Board packets, to a conflict of interest inquiry letter sent to a school board member in Hillsboro, Oregon. In response Executive Director Ronald Burson offered four options for boards to move forward, should they be interested in considering compensation for directors.

The Ethics Commission offered the following four options:

- Option 1.) Make a decision for the next set of directors
- Option 2.) Choose a path that looks at each position separately
- Option 3.) Refer to the voters
- Option 4.) Wait for a legislative fix
- Fifth and separate option is to decide to do nothing, enabling the topic to be added as a future discussion opportunity.

Chair Light stated that the public input received was overwhelmingly against compensation for board members. From the comments received, it was apparent that there was a need for more information. Boards around the states are generally composed of people that are more financially secure. The intent of the Legislation is to create more diversity on the board. Chair Light answered a few questions from the public.

Director De Graff expressed her desire to convey more to the public, in regards time spent on board activities, research, school visits and other such items. She stated there was a need to be more transparent about where the money would be coming from to fund the stipends.

Director Mason echoed Director De Graff and commented that there was a bit of a public misconception around time spent on board work. In regards to a few of the comments received, it saddened her to think that there may be some students who did not have the needed school supplies. She wished to learn more about this, where the gap is and to remedy it. Mason also addressed comments surrounding board membership. She pointed out that not all members are retired and some have children. She was concerned that although it is a volunteer position, it is a huge time commitment and some may be deterred by that.

Director Kohl wished to keep the topic on the horizon, to implement it for future elections. He shared his thoughts in that, hopefully there would be work done towards that conflict of interest and through the Legislature more education of the intent and in how to achieve a more diverse board.

After much discussion, the Board decided for the time being to do nothing and to revisit the item when they have more information, after the OSBA Conference and following the Legislative session, which will meet in a few months.

## **7. REPORTS AND INFORMATION**

- A. 2022-2023 Division 22 Assurances Report**

David Collins

Mr. Collins was pleased to inform the Board that Springfield Public Schools have met all compliance standards for Division 22.

- This is a working report by the District Superintendent to the State, related to the standards and assurance areas.
- Compliance standards are continually assessed throughout the year.
- The deadline for Districts to report is by November 1, 2023 through the OER each year, for the previous year.
- Each year the State identifies the areas of focus for districts to report on.
- There is a requirement in the assurances related to instructional minutes, although this is not necessarily broken down specifically in all identified areas.

**B. Superintendent Communication**

Superintendent Hamilton

- Attended the grand opening of a new youth innovation space, Spark at Booth-Kelly by Connected Lane County. It provides hands-on experiences and is now the administrative home for the Connected Lane County staff. More students participated in this summer's programs than any other district in Lane County.
- Wished to recognize that the Board had attended the OSBA Legislative Roadshow. Board members had also attended the Springfield Education Foundation Gala.
- Team Springfield gathered to talk about system development charges. Director Mason was there representing the Board.
- Springfield Public School District is one of the fourteen partners that does not collect what would be the equivalent of a system development charge.
- Springfield continues to host the Equity Community Consortium First Friday events. The City of Springfield and SUB hosted the event at Willamalane.
- Wished to acknowledge the Board members for all that they do outside of the boardroom.

**C. Board Communication and Comments**

**Chair Light** shared:

- Mariachi Del Sol appeared on the television news program Good Morning America last Friday. He was fortunate to have attended the taping the week prior. The group had been awarded a \$5,000 award from GMA and the Guitar Center, which they may use towards their trip to Washington DC.
- Chair Light referenced a business item, in which there are some refrigerators and microwaves that went missing from classrooms during the pandemic. He stated that more information on the subject was needed before moving forward.
- The Springfield School District has been doing a great job managing a student incident that occurred at Springfield High. The incident was publicized by local news stations, however he felt that it had not been accurately reported upon. Mr. Collins will be sending to each Board member, a copy of the Student Rights and Responsibility Plan handbook, to review for a possible future work session.
- Last Friday was National School Lunch Week and he had received an invitation to visit from Thurston High. Upon arrival, Chair Light encountered confusing and conflicting Board and staff visitation protocols. Policies BG, GBD and KK, including non-policy operating agreements are unclear and do not clearly specify the practice around school visits.
- Request for an agenda item; the topic of policy clarification and alignment of Board expectations and desires with practice, to be placed on the work session agenda for October 27, 2023.

Board members agreed to discuss Chair Light's requested topic and for it to be placed on the work session agenda for October 27, 2023.

**Director De Graff** shared:

- She had been appointed to the Springfield Education Foundation (SEF) board, which through fundraising has already raised \$225,000 and continues to receive contributions.
- She is appreciative of district staff, learning a lot about agenda issues and backgrounds and histories on certain things.
- Ms. De Graff appreciates hearing from the public and suggested the addition of a listening session to the agenda.

**Director Kohl** shared:

- He had attended his first Lane Council of Governments (LCOG) meeting. He found LCOG's work toward rural broadband and the rural bus services that extend outside of the boundaries for LTD, very informative.
- He attended the First Friday event and appreciated the many good conversations that were had.
- Night of 11,000 Stars was a great event, where he enjoyed listening to presentations, seeing the community supporting the schools and listening to Mariachi Del Sol.

**Director Mason** shared:

- She enjoyed seeing elected officials and the community join together in support of Springfield students and joined in many good conversations. She felt it was very special to see student groups showcase and to hear from recent graduates.
- The Wildish Theatre welcomed two new members; Cj Mann, serving on the Willamalane's Board of Directors and Ryan Young, Manager of the Springfield Banner Bank.

## **8. NEXT MEETINGS:**

October 23, 2023, Board Work Session at 5:30 p.m.

November 13, 2023, Board business Meeting at 7:00 p.m.

Chair Light thanked everyone for attending.

## **9. ADJOURNMENT**

With no other business, Chair Light adjourned the meeting at 8:33 p.m.

*(Minutes transcribed by Trenay Ryan, LCOG)*



## WORK SESSION MINUTES

A Work Session of the Springfield School District No. 19 Board of Education was held on October 23, 2023.

### 1. CALL MEETING TO ORDER

Board Chair Light called the Springfield Board of Education work session to order at 5:30 p.m.

- A. Chair Light led the Pledge of Allegiance.
- B. ChairLight asked Director Hernandez to share the following Land Acknowledgement:

*We acknowledge that we are in the traditional homeland of the Kalapuya people, specifically the community that was known as Chifin, the area that we now call Springfield.*

*Kalapuya people, who have lived in this region since "[Time Immemorial](#)", were illegally dispossessed of their land and forcibly removed to what are now the Grand Ronde and Siletz reservations over several years, but most notably in treaties between 1851 and 1855.*

*The Kalapuya are now members of the [Confederated Tribes of the Grand Ronde](#) and the [Confederated Tribes of Siletz Indians](#), and members of the Kalapuya still live, work, study, and thrive in this area, and continue to make important contributions here in Springfield, across the land we now refer to as Oregon, and around the globe.*

*This information is shared out of a responsibility to honor the heritage and the humanity of all people and to promote unity within our school district.*

### Attendance

Board Members in attendance included Board Chair Jonathan Light, Board Vice Chair Kelly Mason, Emilio Hernandez, Ken Kohl and Nicole De Graff.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Dustin Reese, Whitney McKinley, Taylor Madden, Martie Steigleder, Brian Richardson, Jeff Michna, Jonathan Gault, Joyce Johnson, Brian Megert and Jonathan Gault, Cliff Schutte.

### 2. DISCUSSION

#### A. Board Policy Review; School Board Member Visits to Schools

Chair Light shared that there had been a great deal of material provided to the board regarding school board member visits. He reminded the Board that this came about when he was unable to visit one of the schools. In looking at the operating agreement, it referred him to the Board policy, but the Board policy lacks clarity and definition in some cases. Light feels it is important that practice follows policy and that those are in alignment. He was interested in the reflections of the Board members and whether or not they viewed school visits as something important. The Policy BG is the main policy in question, regarding the terms; official and unofficial. He outlined that they would be discussing the difference between the terms, official and unofficial school visits and formal and informal school visits.

Director De Graff feels it is important to attend the public events, as well as having introductions to staff. She was interested to discuss the topic, as things may have changed since the pandemic. De Graff was wondering how exactly the policy needed changing and the channels they would take to amend it. She

suggested the topic be moved to the Board Retreat, where they may obtain new ideas and input on the matter.

Vice Chair Mason echoed De Graff, adding that she finds it helpful to visit the school buildings for visualization when making decisions or learning about specific issues related to a particular building. In reference to recent school shootings she said, for security reasons we should contact the administrators prior to our visit and have our presence verified upon arrival so that the teachers are aware of who we are among this space for children. Whenever she has let them know that she wished to visit a school, they have always immediately accommodated her request. Mason believes they may each just have varying philosophies on what their presence in the school means. She asked Superintendent Hamilton if it would be appropriate to have the current visitation policy looked at by OSBA to see if changes are needed.

Director Hernandez shared that in his experience, Board members should not be able to walk into whatever school whenever they like. Principals must be given a 24-hour notice and not be offended if they are told that a particular day is not good for the teachers and students. We are elected officials, he noted, but that does not give us the keys to every building without permission by the house owner. Hernandez suggested they seek the advice of their legal counsel before doing anything.

Chair Light agreed with the giving of notice to administration prior to arrival and said that he had done just that, in the incident in question. He did not quite understand the safety issue, noting that as elected officials one of their responsibilities is to align resources with need. That is the key element of gathering information as far as knowing the workings of the program, which is stated in policy KK. Chair Light stated that he would like to reference the language used in other districts and ask if they have found it necessary to change their language. He concluded, saying they would use De Graff's suggestion to move the topic to the Board Retreat agenda, while they wait to hear from OSBA on the policy analysis.

Director Kohl feels that the more informed as Board members are, the more effective they can be, but believes the process has worked well and does not see a problem with the way it currently is. Kohl asked Superintendent Hamilton if they need to have legal counsel review changes to the policy.

Superintendent Hamilton replied that generally when policies are changed, it is made at the recommendation of the Oregon School Board Association (OSBA). They send us policy updates based on changes in law, changes in best-practice and when we initiate a policy change. We would need to run any policy changes by OSBA. Hamilton replied to Mason's question of having the present visitation policy looked over by OSBA; we would be happy to ask OSBA to do a policy analysis specifically on visitations and the terms, official, unofficial and formal and informal.

### **C. Board Work Sessions & Retreat: Future Topics**

Chair Light explained that this item would become a regular item on the agenda, to be used for Board members to offer suggestion(s) and or comment(s) for future topics at their Board meetings, Board work sessions or Board retreats. It does not have to be limited to action items.

Director Kohl commented that as a new Board member, it has been quite a learning experience. He would like to receive a monthly report on student benchmarks, how they were doing and what can be done to close the gap. Kohl would like to know how each school is doing, as a district in relation to the other districts in Oregon.

Director De Graff referenced the essential skills requirement that had been removed; she would like to receive a report on what the district is doing as far as that goes, including information on student benchmarks in reading and literacy rates and graduation requirements, to be used as a topic for future

consideration. As a retreat agenda, she felt it may be helpful to revisit the OSBA orientation manual, guidelines for Board communication, such as mutual trust, respect and code of conduct.

Chair Light felt that was an excellent suggestion made by De Graff, stating that essential skills and student benchmarks could be revisited annually or even semi-annually. He would like to expand on the criteria, to look at it in a more holistic style of approach. The Board should have the opportunity to weigh in on what kind of data works or what each Board member would like to see. A possible discussion item on the next agenda would be to start giving Dave and staff a baseline data idea of what they are asking and whether or not that can be easily done.

Other such topics for consideration:

- Student data within our student behavior and data population.
- Create some type of structure for Listening Sessions so that people can feel heard.

Back-log issues were:

- To request information on the Mount Vernon Testing program, with a follow-through of a completed environmental test.
- The naming of the Hamlin Sports Complex.
- Understanding the financial ramifications of running the Hamlin Sports Complex and also to discuss the lack of facility signage.

Dave Collins commented that they actually already provide all of these datasets in different forms. From an instructional lens, he shared that this is the work they do on a daily basis, not one-time or quarterly. Some of the datasets happen after some of them are a year or two years old. They would be happy to communicate with the Board what they believe to be best practices and positive things for kids.

Director Hernandez stated he did not want to put more work on the school buildings to provide these extra reports. He suggested that benchmark reports might be provided quarterly instead of monthly. It would be difficult to add another report or statistical report to the building to satisfy the local board.

Director Mason stated she did not have a specific topic, but is always interested in DEI and equity issues. She would like updates on what Taylor is doing, the new equity committee and what is happening in our schools. Mason suggested using a Doodle Poll with open times, allowing for Board members to select when they are available for meeting times and Board retreats, as well as for listing these suggested topic ideas.

The Board agreed upon:

- November was a non-starter for scheduling.
- The Doodle Poll would be used from December going forward.
- The Board Retreat to be held on a Saturday, with a half-day session.

### **3. NEXT MEETINGS**

The next Board meetings will be:

Business Meeting, November 13, 2023 at 7:00 p.m.  
Business Meeting, December 11, 2023 at 7:00 p.m.

### **5. ADJOURNMENT**

With no further business to discuss, Chair Light adjourned the work session at 6:49 p.m.

*(Minutes recorded/transcribed by Trenay Ryan, Lane Council of Governments (LCOG))*





**SPRINGFIELD PUBLIC SCHOOLS  
2023-2024 Revenue/Expenditure Forecast  
As of October 31, 2023  
\*\*Please see attached report\*\***

**REVENUES:** *Due to the early nature of the school year, projections are preliminary and will likely change significantly over the course of the year.*

- Both current year and prior year tax collections are projected for 100% collection. To date there has been no current year tax revenue received, however prior year tax revenue received totals \$75,469. The first major current year tax payment is anticipated to be collected in late November. This report is based on the information received through the Lane County Tax and Assessment office.
- The district's most significant portion of revenue is the district's scheduled Basic School Support payments through the Oregon Department of Education. To date, the district has received \$35.5 million. The district projects to receive approximately \$86.4 million for the current year based on 2023-24 projected enrollment and the allocation designated by the Oregon Department of Education. As the district continues to decline in enrollment, these numbers may be adjusted over the course of the year.
- The district is anticipating receiving approximately \$190,000 in County School Funds. To date the district has not received anticipated funds.
- The district is anticipating receiving approximately \$1.48 million in Common School Funds. To date the district has received \$712,503 of anticipated funds.

**EXPENDITURES:** *Due to the early nature of the school year, projections are preliminary and will likely change significantly over the course of the year.*

- Projected salary expenditures are based upon staff allocations adopted during the budgeting process and is estimated using actual and projected data (per previous year-end estimates). The (conservative) current projection of 100% expenditures for salary related items.
- Benefit amounts are based upon projected staffing expenditures and are directly tied to the salary assumptions and are currently anticipated to be 100% expended. This projection will change as the year advances.
- The purchased services, supplies and capital outlay expenditure projections are based upon budgeted expenditures and anticipated to be expended similar to past trends, however are shown at 100% expended at this early point in the year.
- Other objects include the cost for property and liability insurance and is based upon premiums negotiated after the 2023-2024 adopted budget.

- Fund transfers allocated during the 2023-24 budget process include \$1.8 million (Co-Curricular Fund), \$1.0 million (Instructional Materials Fund), \$1.0 million (Technology Fund) and \$431,896 (Debt Service Fund).

Additional Notes: For the 2023-2024 budget year the current estimate of ending fund balance is \$10.58 million, assuming all revenue is received and all expenditures are 100% expended. Included in this number is the preliminary unaudited ending fund balance from the 2022-2023 fiscal year (\$19,760,000). As with previous years, this is an early estimate and accounts for the assumptions made in the current year operating budget, as well as the use of reserves as a strategy for adjusting to the unanticipated loss of enrollment.

Submitted by:

Brett M. Yancey  
Chief Operations Officer

**SPRINGFIELD SCHOOL DISTRICT 19**  
**2023-2024 REVENUE/EXPENDITURE FORECAST**  
as of  
**9/30/23**

	BUDGET	ACTUAL through 09/30/23	ESTIMATED from 09/30/23 to year end	PROJECTED 2023-2024	PROJECTED as % of BUDGET
<b>REVENUES:</b>					
Property taxes - current	31,518,746	0	31,518,746	31,518,746	100.00%
Property taxes - prior years	350,000	75,469	274,531	350,000	100.00%
Other local sources	767,000	232,280	534,720	767,000	100.00%
County School Fund	190,000	0	190,000	190,000	100.00%
State School Fund	86,231,208	35,455,190	50,959,395	86,414,584	100.21%
Common School Fund	<u>1,481,364</u>	<u>712,503</u>	<u>768,861</u>	<u>1,481,364</u>	<u>100.00%</u>
 Total revenues	 120,538,318	 36,475,441	 84,246,253	 120,721,694	 100.15%
 Beginning fund balance	 <u>18,299,843</u>	 <u>19,760,000</u>	 <u>0</u>	 <u>19,760,000</u>	 <u>107.98%</u>
 Total Beginning fund balance	 18,299,843	 19,760,000	 0	 19,760,000	 107.98%
 Total resources	 <u><u>138,838,161</u></u>	 <u><u>56,235,441</u></u>	 <u><u>84,246,253</u></u>	 <u><u>140,481,694</u></u>	 <u><u>101.18%</u></u>
 <b>EXPENDITURES:</b>					
Personal services	69,795,917	13,422,240	56,373,677	69,795,917	100.00%
Employee benefits	39,285,659	6,897,741	32,387,918	39,285,659	100.00%
Purchased services	9,805,590	2,367,210	7,438,380	9,805,590	100.00%
Supplies & materials	3,830,915	1,369,758	2,461,157	3,830,915	100.00%
Capital outlay	1,601,500	169,016	1,432,484	1,601,500	100.00%
Other objects	1,347,979	1,327,979	20,000	1,347,979	100.00%
Fund transfers	<u>4,231,896</u>	<u>4,231,896</u>	<u>0</u>	<u>4,231,896</u>	<u>100.00%</u>
 Total expenditures	 129,899,456	 29,785,841	 100,113,615	 129,899,456	 100.00%
 Unappropriated	 7,938,705	 0	 0	 0	 -
Contingency	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
 Total appropriations	 <u><u>138,838,161</u></u>	 <u><u>29,785,841</u></u>	 <u><u>100,113,615</u></u>	 <u><u>129,899,456</u></u>	 <u><u>93.56%</u></u>
 Total resources		56,235,441	84,246,253	140,481,694	
Total appropriations		<u>29,785,841</u>	<u>100,113,615</u>	<u>129,899,456</u>	
 Ending fund balance		26,449,600	(15,867,362)	10,582,238	
Less: contingency		<u>0</u>	<u>0</u>	<u>0</u>	
 Net fund balance		<u><u>26,449,600</u></u>	<u><u>(15,867,362)</u></u>	<u><u>10,582,238</u></u>	



**PERSONNEL ACTION**

RELEVANT DATA:

Each month the board of Directors is asked to approve personnel action involving licensed employees. Tonight the Board is being asked to approve the attached new hires and resignations. If the Board of Directors would like to discuss any of these recommendations in executive session, in accordance with ORS 192.660(2)(f) Exempt Public Records, the employee should be identified by the number and it will be withdrawn pending further instruction from the Board. Dustin Reese is available for questions.

RECOMMENDATION:

It is recommended the Board of Directors approve the personnel action for licensed employees as reflected in this resolution and any addendum presented along with this resolution. Categories include:

- New Hires
- Resignations

SUBMITTED BY:

Dustin Reese  
Director of Human Resources

APPROVED BY:

Todd Hamilton  
Superintendent

NO	NAME OR EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	<b>NEW HIRES</b>				
1	EUGENIO, PASCALE	TEMPORARY	FT	11/08/2023	TEMPORARY NEW HIRE
2	RACE, REBEKAH	TEMPORARY	PT	11/02/2023	TEMPORARY NEW HIRE
	<b>RESIGNATIONS</b>				
3	2591715	PROBATIONARY 2	FT	10/24/2023	RESIGNED
4	1038672	CONTRACT TEACHER	FT	11/09/2023	RESIGNED

**BUDGET CALENDAR**

**Relevant Data:**

The Springfield Public Schools Board of Directors annually reviews the proposed budget calendar for the upcoming year.

Enclosed is a recommended budget calendar for this year's budget meetings to deliberate on the 2024-2025 proposed budget. Please note that we have scheduled work sessions during the months of January, February and March with the "official" meetings scheduled for May. The Budget Hearing is scheduled for the first board meeting in June and all meetings are scheduled to begin at 6:00pm.

Brett Yancey is available to answer any questions the board members may have.

Submitted By:

Brett M. Yancey  
Chief Operations Officer

Reviewed By:

Todd Hamilton  
Superintendent



## **BUDGET CALENDAR 2024-2025**

January 11, 2024	Budget Committee/Board Work Session - 6:00 PM
February 15, 2024	Budget Committee/Board Work Session - 6:00 PM
March 21, 2024	Budget Committee/Board Work Session - 6:00 PM
April 11, 2024	First Notice of First Budget Committee Meeting
April 25, 2024	Second Notice of First Budget Committee Meeting
<b>May 2, 2024</b>	<b>First Budget Committee Meeting - 6:00 PM</b>
<b>May 9, 2024</b>	<b>Second Budget Committee Meeting - 6:00 PM</b>
<b>May 16, 2024</b>	<b>Third Budget Committee Meeting - 6:00 PM (If necessary))</b>
May 30, 2024	Publish Notice of Budget Hearing
<b>June 10, 2024</b>	<b>BUDGET HEARING*</b> Resolutions adopting the budget, making appropriations, and declaring the tax levy
July 15, 2024	Deadline to certify tax levy to the county assessor (ORS 294.444 and ORS 310.060)

- \* Board of Directors may revise the approved budget by 10% in any one fund.
- Calendar built on the following assumptions:  
Meetings of the Budget Committee on Thursday evenings and regular Board meetings are held on second and fourth Monday evenings.



**OREGON SCHOOL BOARDS ASSOCIATION ELECTIONS FOR  
LEGISLATIVE POLICY COMMITTEE**

**RELEVANT DATA:**

Between November 15, 2023 and December 15, 2023 school boards across the state must take official action on Oregon School Boards Association Legislative Policy Committee position and the Board of Directors position. School boards must take official action by December 15, 2023 and submit its vote at Oregon School Board's E-Voting Center, using the information provided to board secretaries and superintendents.

The following candidate is running for Board of Directors Position 6. Please review attached candidate materials for:

- Linda Hamilton, Lane ESD

The following candidate is running for Legislative Policy Committee Position 6. Please review attached candidate materials for:

- Judy Newman, Eugene 4J

**RECOMMENDATION:**

It is recommended the Springfield Board of Directors vote to select one candidate per position and submit the candidates name to the Superintendent or designee to submit this vote at the Oregon School Boards Association's E-Voting Center no later than midnight on December 15, 2023.

Submitted by:

Springfield Public Schools Board of Director

# NOMINATION FORM

## OSBA BOARD OF DIRECTORS

### REGIONAL MEMBER

Date: September 5, 2023

TO: Sami Al-Abdrabbuh, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 29, 2023**

Return this form and all candidate information  
forms to the OSBA office by email at  
[OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon  
School Boards Association, 1201 Court  
St. NE, #400, Salem, OR 97301

Dear Sami Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the  
Linda Hamilton Region, Position # 6.

### BOARD CANDIDATE INFORMATION

Name: Linda Hamilton  
District/ESD/Community College: Lane Education Service District  
Address: 1200 Highway 99 North  
City: Eugene Oregon ZIP: 97402  
E-mail: lhamilton@lesd.k12.or.us Phone: 541.461.8213

**This nomination was approved by official action of our board of directors at a duly called meeting on  
September 5, 2023.  
(date)**

Signature unavailable, ESD Resolution #24-016

*(Board Chair signature)*

Board Chair name: Sherry Duerst-Higgins  
District: Lane Education Service District  
Address: 1200 Highway 99 North  
City, State, Zip: Eugene, OR 97402

# OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: Linda Hamilton

Date: 09-21-2023

Address: 2718 Martinique Ave

City/Zip: Eugene, Oregon 97408

Business phone: 541-729-2045

Residence phone: 541-729-2045

Cell phone: 541-729-2045

E-mail: LinLin991@msn.com

District/ESD/CC: Lane ESD

Term expires: June 30, 2027 Years on board: 8

Region: Lane



Position #: 6

*I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.*

Linda Hamilton

09-21-2023

Name

Date

***Be brief; please limit your responses to 50 words per question.***

1. Describe in your own words the mission and goals of OSBA.

Providing advocacy for students in public education and professional development training for State of Oregon School Boards. OSBA mission and goals also are advocating for stable funding for public schools, creating opportunity for student success. CHAMPION FOR ALL STUDENTS!

2. What do you want to accomplish by serving on the OSBA board of directors?

I want to create a board atmosphere that all voices are welcome and heard at the table. I want meaningful conversation centered on students success, and board members having an inclusive lens. I would like to encourage the mindset of large districts seeing rural smaller districts as equally credible districts as well. All districts having the same common goals, student achievement.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

I bring the leadership skill that we can agree to disagree and respect the voices of all to be heard. Listen actively and respectfully to all perspectives.

Example:

I was Board Chairperson when community members became very confrontational over low-income family housing being built in high-end homes neighborhood. The city was moving forward with housing development without hearing the voices of the concerned residents in the neighborhood. I made the decision to schedule meeting in the neighborhood and hear from community members that had voiced concerns and were not happy with low-income housing

Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Deadline: September 29, 2023, 5 p.m.

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

# OSBA Board of Directors

4. What do you see as the two most challenging issues faced by OSBA?

- 1- The stable funding of public education.
- 2- Declining Public School enrollment.

5. What do you see as the two most challenging issues faced by your region?

Staff Retention and Salary Attraction

6. What is your plan for communicating with boards in your region?

I communicate with boards by in-person School Board visits, email communication, School Boards Secretary, Board Chairperson, or District Superintendant. It is time to shift to coffee meet-ups in the Lane Region. Am going to offer this for Lane Region Board Members.

I want to have open, collaborative and meaningful conversation where all voices are heard.

**Please continue to the next section.**

# OSBA Board of Directors

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

**Work or service performed for OSBA or local district** (include committee name and if you were chair):

Lane ESD Chairperson  
Lane ESD Equity Advisory Committee  
OSBA Governance  
OSBA Caucus of Color AT Large Regional Leadership  
**Other education board positions held/dates:**

UO President Diversity Advisory Community Council 2014---current

**Occupation** (Include at least the past five years):

Employers:  
Retired

Dates:  
11/01/2022

**Schools attended** (Include official name of school, where and when):

High school: Delta High School--Louisiana and McKay High School-Salem/Keizer School District

College: Lane Community College and University Of Oregon

Degrees earned: Associate-Community Service and BS Political Science

**Education honors and/or awards:**

\*UO Diversity-Building Scholars- in recognition of academic achievement and leadership abilities that contribute to the UO diversity-building goals.

\*Target of Opportunity Laurel Award- in recognition of outstanding merit at the University of Oregon.

**Other applicable training or education:**

Ethics Instructor  
Interest- Based Bargaining Training, Principled Negotiation/ Oregon Employment Relation Board  
National School Board Association Equity Symposium Training  
Department of Public Safety Standards and Training(DPSST)- Advance Certification and License

**Activities, other state and local community services:**

\*CASA Board of Director---Court Appointed Special Advocates(CASA)- provides a powerful voice for abused and neglected children in Lane County.

\* UO President Diversity Advisory Community Council (PDACC)-framing Diversity, Equity and Inclusion framework for the University of Oregon.

**Hobbies/special interests:**

People Connecting-- I love meeting people.

**Business/professional/civic group memberships; offices held and dates:**

Oregon Blacks In Government--current Interim President  
Equity-Excellence-Opportunity

**Additional comments:**

Please allow me the opportunity to serve and engage on OSSBA board following COVID. I would

Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Deadline: September 29, 2023, 5 p.m.

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*



# NOMINATION FORM

## OSBA LEGISLATIVE POLICY COMMITTEE (LPC)

### REGIONAL MEMBER

Date September 27, 2023

TO: Sarni Al-Abdrabbuh, OSBA President-Elect  
Oregon School Boards Association 1201 Court  
St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 29, 2023.**

Return this form and all candidate information  
forms to the OSBA office by email at  
[OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon  
School Boards Association, 1201 Court  
St. NE, #400, Salem, OR 97301

Dear Sarni Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy  
Committee for the Lane Region, Position # 6

### LPC CANDIDATE INFORMATION

Name: Judy Newman

District/Community College: Eugene School District 4J

Address: 200 N. Monroe

City: Eugene

Oregon ZIP: 97402

E-mail: newman\_j@4j.lane.edu

Phone: 541-790-7706

This nomination was approved by official action of our board of directors at a duly called meeting on

September 27, 2023

**(date)**

*(Board Chair signature)*

Board Chair name: Maha Rabaa

District: Eugene School District 4J

Address: 200 N. Monroe St.

City, State, Zip: Eugene, OR 97402

# OSBA Legislative Policy Committee

## CANDIDATE QUESTIONNAIRE

Name: Judy Newman  
Address: 91 E. 48th Ave  
City/Zip: Eugene 97405  
Business phone: NA  
Residence phone: NA  
541-520-6083  
Cell phone: \_\_\_\_\_  
E-mail: newmanj@4j.lane.edu  
District/ESD/CC: Eugene 4J  
Term expires: 2025 Years on board: 6 years  
Region: L

Date: 9/27/23

Insert your high-resolution digital photo (headshot):  
1) Open this doc in Adobe  
2) Click on Tools tab  
3) Click Edit PDF  
4) Click on Add Image  
5) Navigate to where photo is  
6) Position photo in this frame

Position #: \_\_\_\_\_

*Certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form, has been submitted to OSBA (or is attached to this document) as evidence.*

Judy Newman  
Name

9/17/23

Date

***Be brief; please limit your responses to 50 words per question.***

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?  
Work collaboratively and collectively with OSBA and representatives from Oregon's school boards and focus on supporting effective, responsive public schools in Oregon through ensuring our schools have adequate funding and sound policies. Together we identify schools
2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.  
I have worked as both volunteer and professional to advocate for education funding and policies to improve education. Examples are: Early Intervention /Early Childhood Special Education, Early Learning Hubs, Preschool Promise and the Student Success act. I have
3. What do you see as the two most challenging legislative issues faced by OSBA?  
1.K-12 education has received significant funding increases over the past several years and there are specific expectations for improved outcomes for students which we must demonstrate to policy makers. 2. Ensure that any additional school mandates, even great ones, come with
4. What do you see as the two most challenging legislative issues faced by your region?  
1. Recruitment and retention of school personnel, especially diverse staff who are representative of our students. Lack of affordable housing exacerbates this challenge, particularly in rural communities. 2. Hate and bias incidents are increasing in our schools. We
5. What is your plan for communicating with boards in your region about legislative issues?  
First I will ask all 16 school boards their preferences for contact - frequency, in-person, virtual, written, OSBA listserv, other. During all regional and statewide school board events, I would

Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301  
Deadline: September 29, 2023, 5 p.m.

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*



# OSBA Legislative Policy Committee

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

**Work or service performed for OSBA or local district** (include committee name and if you were chair):

I communicate with boards by in-person School Board visits, email communication, School Boards Secretary, Board Chairperson, or District Superintendant. It is time to shift to coffee meet-ups in the Lane Region. Am going to offer this for Lane Region Board Members.

I want to have open, collaborative and meaningful conversation where all voices are heard.

**Other education board positions held/dates:**

Lane ESD Chairperson

Lane ESD Equity Advisory Committee

OSBA Governance

OSBA Caucus of Color AT Large Regional Leadership

**Occupation** (Include at least the past five years):

Employers:

Dates:

UO President Diversity Advisory Community Council  
2014---current

Retired

**Schools attended** (Include official name of school, where and when):

High school: 11/01/2022

College: Delta High School--Louisiana and McKay High School-Salem/Keizer School District

Degrees earned: Lane Community College and University Of Oregon

**Education honors and/or awards:**

Associate-Community Service and BS Political Science

**Other applicable training or education:**

\*UO Diversity-Building Scholars- in recognition of academic achievement and leadership abilities that contribute to the UO diversity-building goals.

\*Target of Opportunity Laurel Award- in recognition of outstanding merit at the University of Oregon.

**Activities, other state and local community services:**

Ethics Instructor

Interest- Based Bargaining Training, Principled Negotiation/ Oregon Employment Relation Board

National School Board Association Equity Symposium Training

Department of Public Safety Standards and Training(DPSST)- Advance Certification and License

**Hobbies/special interests:**

\*CASA Board of Director---Court Appointed Special Advocates(CASA)- provides a powerful voice for abused and neglected children in Lane County.

\* UO President Diversity Advisory Community Council (PDACC)-framing Diversity, Equity and Inclusion framework for the University of Oregon.

**Business/professional/civic group memberships; offices held and dates:**

People Connecting-- I love meeting people.

**Additional comments:**

Oregon Blacks In Government--current Interim President

Equity-Excellence-Opportunity

Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Deadline: September 29, 2023, 5 p.m.

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

**Answers to Questions on the Application for OSBA's Legislative Policy Committee (LPC) 2023**  
**Judy Newman Region 6**

**1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?**

Work collaboratively and collectively with OSBA and representatives from Oregon's school boards and focus on supporting effective, responsive public schools in Oregon through ensuring our schools have adequate funding and sound policies. Together we identify schools funding needs and policy priorities to advocate at the legislature.

**2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.**

I have worked as both volunteer and professional to advocate for education funding and policies to improve education. Examples are: Early Intervention /Early Childhood Special Education, Early Learning Hubs, Preschool Promise and the Student Success act. I have served on the OSBA LPC for 4 years and Chair Eugene 4j's Legislative Committee.

**3. What do you see as the two most challenging legislative issues faced by OSBA?**

1.K-12 education has received significant funding increases over the past several years and there are specific expectations for improved outcomes for students which we must demonstrate to policy makers.

2. Ensure that any additional school mandates, even great ones, come with funding and a realistic way to implement them.

**4. What do you see as the two most challenging legislative issues faced by your region?**

1. Recruitment and retention of school personnel, especially diverse staff who are representative of our students. Lack of affordable housing exacerbates this challenge, particularly in rural communities.

2. Hate and bias incidents are increasing in our schools. We need consistent ways across districts to report them and effective ways to address and prevent them.

**5. What is your plan for communicating with boards in your region about legislative issues?**

First I will ask all 16 school boards their preferences for contact - frequency, in-person, virtual, written, OSBA listserv, other. During all regional and statewide school board events, I would gather and share information with the districts in our region and bring back our feedback to the LPC.

**Judith T. Newman**  
**Associate Professor of Clinical Practice**  
**Early Childhood CARES, University of Oregon**

**Positions:**

Co-founder, Co-Director, Director and Senior Advisor of **Early Childhood CARES**. It is the early intervention and early childhood special education program for Lane County which provides services to children from birth to school age who have developmental delays or disabilities. Co-Director 1992 – 2017. Director 2017-2021. Senior Advisor 2021-present.

Senior Policy Advisor the **Early Childhood Hub of Lane County** at United Way of Lane County. Establish and support a comprehensive early childhood system that is coordinated across all service sectors in our community and state. Provide leadership and strategic focus for the planning and implementation of proven strategies and scaling them up to meet the needs of Lane County's early learners. Work on public policies and funding that support support this work. 2006-present.

**Oregon Research to School Network (ORSN)** at the University of Oregon College of Education content expert on early learning. Develop scripts for animated videos based on proven practices for skill development and training paraprofessionals in education. Each video teaches a related skill set and is called a microPD. Facilitates Professional Learning Communities (PLCs) of paraprofessionals in school districts, ESDs, and early learning programs based on the set skills and microPDs identified by each organization. 2021-present.

**International consultant** on various projects and initiatives related to policy, systems development for early childhood intervention and inclusion. Countries include: Bulgaria, Georgia, Ukraine, Russia, Tajikistan, Bangladesh, India and Saudi Arabia. 2012- 2016.

**Help Me Grow** -Technical Assistance Team member – to Enhance *early detection* and *early intervention*; effective developmental surveillance and screening; *resource inventory* of community-based programs and services; a single point of telephone access and effective *care coordination* and outreach; *data collection* and analyses of children's developmental status and regional resources 2008-present.

**Center on the Developing Child at Harvard University, Frontiers of Innovation Team** – Member of the communities to practice initiatives committed to implement evidence based practices aimed at improving outcomes and trajectories for children and families who are at risk of poor outcomes The practices are flexible and readily adapted in response to objective indicators and outcomes. 2010 – 2015

**Co-director and co-founder of the PACE Program** (Parent and Child Education)– It was the home visiting and parent training program for Lane County for children birth to five years of age with disabilities, developmental delays and sensory impairments. Responsible for the development and administration of fiscal aspects of the program development and implementation of program policies and procedures, supervision of staff, and community collaborations and relations.

1981-1992

**Family Consultant and Preschool Teacher** for children birth to eight years of age with disabilities, developmental delays and sensory impairments 1973-1992.

**Education and Certifications:**

High School: Shorewood High School, Milwaukee, Wisconsin 1967

BA: University of California Sonoma – Ethnic Studies – 1972

MS: University of Oregon – Special Education – 1979

**Certifications:**

Elementary and Special Education Certification- California – 1973

Elementary (K-8) and Handicapped Learner – Oregon - 1974

Basic Administrator License – Oregon - 1997

Continuing Administrator License – Oregon – 2002

Mediation Training – 60 hours of training

**Other Selected Professional Experience and Related Community Service Activities:**

**Eugene 4J School Board.** One of the seven member elected school board members charged with policy and budget development and hiring and supervision of the superintendent for Eugene 4J school district. 2017- present

**OSBA Legislative and Policy Committee (LPC) – 2019- Present**

Represents Lane County's 16 school districts on OSBA's LPC

**Early Childhood Hub of Lane County Governance Consortium** is working to improve our community's early learning system by building on existing resources to achieve better results for young children. It's a Collective Impact model that brings together early learning providers, K-12 education, healthcare providers, human and social services, local businesses, and parents and families Member 2012 - present

**SICC (State Interagency Coordinating Council)** member. The SICC is a governor appointed advisory group which is required in federal and state law to advise and assist the State Superintendent of Public Instruction, the State Board of Education, and all represented public agencies on laws, rules, policies, procedures, budget and unmet needs, in the effective implementation of a statewide system of services and supports for preschool age children with special needs in Oregon. Member from 1992 to 2017 Chairperson from 1996- 2001. Ad Hoc

member 2017- present. Updating mission, vision, goals, by-laws and administrative Structure of the SICC 2023-present.

**Lane County System of Care** works together with cross sector leaders and parent and youth voice to ensure there are is a range of services and supports to children, youth and families with complex behavioral, mental health, health, behavioral and/or educational needs and that are supportive to different cultures and languages. They identify and address multi- systemic gaps, issues and barriers in Lane County to serving and supporting children, youth and their families. Member of the Executive Committee since 2015 and Co-chair 2019-present.

**Instructor of Special Education and 504 Law** in the Basic Administrator License Program and SPED and EI/ECSE Master's degree programs. – one to two terms a year from 1999- 2017.

**Early Learning Design Team** appointed by Governor Kitzhaber to develop a plan to develop a plan for an integrated and effective early childhood system for the state of Oregon. 2011

Assisted in the **statewide planning**, development and writing of Oregon's plan for implementation of early intervention and early childhood special education services. Contract with the Oregon Department of Education – 1988-1990

**LICC (Local Interagency Coordinating Council )** member. The LICC is a statutorily required interagency, provider and parent advisory council which provides advice and assistance to Early Childhood CARES on funding, the service calendar and service delivery models, interagency coordination, unmet needs, measuring outcomes, program compliance and child find activities. Member from 1992-2020 Chairperson from 1992 – 1996.

**Lane County Youth Development Commission Professional Task Force** was an advisory group to a citizen Commission on Children and Families in Lane County which was established to develop and implement a plan for a comprehensive system of supports and services for children from birth to eighteen years of age in Lane County. Member and Co-Chair: from 1996 -1999.

**Success By 6 Leadership Team** member. Success by 6 is an initiative under United Way of Lane County whose mission is to ensure that all children are safe, healthy and enter school ready to learn and that Lane County families, organizations and neighbors are mobilized in this purpose. Member from 2002-present, Co-Chair from 2005-2008

**ODDC (Oregon Developmental Disabilities Council)** member The ODDC is a federally mandated council under Developmental Disabilities Assistance and Bill of Rights Act whose mission is to join with Oregonians with developmental disabilities and their families to promote change through self-determination leading to a more accessible, inclusive and culturally responsive world. Member from 1995 to 1998.

Participation on various **state level working groups**: EI/ECSE statewide evaluation, early childhood standards and assessment, service program operating guidelines, behavior intervention policy and procedures, preschool positive behavior supports, quality standards for service delivery and funding formulas. Member and Facilitator: 1992 - present . Current: Statewide Social Emotional Working Group 2010- present. Developmental Delay eligibility implementation 2019-2019.

**Other statewide policy and implementation groups**: Early Learning Design Team – 2011-2012. Preschool Promise implementation and policy advisory group. 2016-2017. Safe and Effective Schools Committee 2018. Alliance for Early Intervention Steering Committee 2011- present

**Shelter Care Board of Directors** –ShelterCare is a nonprofit that provides services and supports to adults with severe and persistent mental health issues, traumatic brain injuries and to homeless families. Subcommittees: Planning and Quality Assurance and Staff Benefits. Member from 2003-2016 and President 2010.

**Lane County United Way Board of Directors** from 2007-2015.

**Internal Review Board (IRB)** – Research to Practice (R2P from OSLC) 2007- 2014

**Autism Commission of Oregon** – Redesign of Services Committee – 2009- 2010

**Awards and Honors:**

Oregon's State Interagency Coordinating Council (SICC)- 2001  
The Elisabeth Waechter Award, Pearl Buck Center - 2007  
Educational Excellence Award from the College of Education, U of Oregon - 2008  
Sylvia Mann Capper Award from the Arc of Oregon- 2009  
Advocacy Award from United Way of Lane County - 2014  
Champion for Children Award from Parenting Now Oregon – 2016  
Arc of Lane County Lifetime Achievement Award - 2019

**Hobbies/special interests:**

Hiking, theater, art, state and local politics

**RESOLUTION #23-24.023**

**DATE: November 13, 2023**

**OREGON SCHOOL BOARDS ASSOCIATION  
2023-24 RESOLUTION 1**

**RELEVANT DATA:**

Prior to December 15, 2023, school boards across the state must take official action on Oregon School Boards Association Resolutions 1 and 2. School boards must submit their votes online, using the information provided to Board secretaries and superintendents.

Resolution 1 – Creates the Oregon Rural School Board Members Caucus and designates a seat on the OSBA Board of Directors and Legislative Policy Committee.

**RECOMMENDATION:**

It is recommended that the Springfield School District Board of Directors adopt Resolution 1.

It is further recommended that the Board direct the Superintendent or designee to submit this vote online to OSBA no later than midnight on December 15, 2023.

**SUBMITTED & RECOMMENDED BY:**

Todd Hamilton  
Superintendent



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## **Resolution to Amend Oregon School Boards Association's Bylaws Relating to Composition of the Board of Directors**

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**WHEREAS**, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards and transitioned to a nonprofit corporation under Oregon Revised Statute Chapter 65 as of July 1, 2018; and

**WHEREAS**, the Oregon Rural School Board Advisory Committee has been active and publicly supported by OSBA's Board of Directors since April 22, 2022; and has developed a mission statement and goals; and has established bylaws; and

**WHEREAS**, the Advisory Committee is ready to elect officers and their Rural Leadership Assembly; and

**WHEREAS**, the Advisory Committee has articulated its mission as follows: "To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities."

**WHEREAS**, OSBA's Board of Directors recognizes the importance of the Advisory Committee's value and mission; and

**WHEREAS**, the Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.

**THEREFORE, BE IT RESOLVED** by the OSBA Board of Directors that the proposed bylaws amendment designating a Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2023 OSBA election; and

**BE IT FURTHER RESOLVED** that the bylaws with the proposed amendments and a copy of this resolution be forwarded to all association member boards in accordance with OSBA's adopted elections calendar.

*Submitted by: OSBA Board of Directors*



# **BYLAWS**

**OREGON RURAL SCHOOL BOARD MEMBERS CAUCUS**

**OF THE**

**OREGON SCHOOL BOARDS ASSOCIATION**

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## ARTICLE 1

### CHARTER

The Oregon School Boards Association (the “OSBA”) exists solely to perform essential governmental functions and all of its income must accrue to the State of Oregon or its political subdivisions as required under IRC Section 115. OSBA’s mission is to improve student success and education equity through advocacy, leadership and service to Oregon public school boards.

OSBA is aware and acknowledges that diversity is a core value of OSBA. OSBA desires to identify areas of concern and causation, convene a caucus of stakeholders, and create a plan to better promote and support the success of rural students.

To this end, The OSBA Board of Directors has formally recognized the Oregon Rural School Board Members Caucus (the “Caucus”) to serve as a resource and provide guidance and leadership for these initiatives to the OSBA Board of Directors

The activities of the Caucus shall align with OSBA bylaws as well as complement, not duplicate, OSBA’s efforts on behalf of all local governing boards.

## ARTICLE 2

### NAME, MISSION AND GOALS:

**2.1 Name:** This organization shall be known as the Oregon Rural School Board Members Caucus of the Oregon School Boards Association (OSBA).

**2.2 Mission:** To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities.

**2.3 Goals:**

2.2.1 To elevate the voice of rural school districts and recognize their unique needs.

2.2.2 To build and maintain collaborative relationships between OSBA and rural school boards.

2.2.3 To develop, promote, and advance legislation supporting rural schools and understand the impact of statewide legislation to each rural community and district.

2.2.4 To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities.

2.2.5 To support school boards in rural communities by prioritizing professional development of rural board members and bringing training and other resources to rural areas.

## ARTICLE 3

### MEMBERSHIP

**3.1 Qualification.** All members must support the purposes and goals of the Caucus as set forth in Article 2.

**3.2 Members.** The Caucus members may include any elected or appointed member of any public board of education in Oregon who are active members in good standing with the Oregon School Boards Association *and serve a school district with a population density of less than 200 people per square mile and/or total school district population less than 20,000 people.* All board members of Oregon Education Service Districts are eligible to participate in the Rural Caucus. If a school board member or district does not meet the aforementioned qualification but feels they are indeed a rural district, an appeal process will be available as outlined in policy. Caucus members may participate in all discussions, vote, and serve as an officer of the Caucus. Members must attend the meeting in person (or virtually) *to vote. Voting by proxy shall not be permitted.*

**3.3 Attendees.** The Caucus may, in its discretion, invite to participate in any meeting or event any other individuals who support the purpose and goals of the Caucus as set forth in Article 2.

**3.4 Membership List.** The Membership list shall be maintained by the Secretary/Treasurer.

## ARTICLE 4

### BUDGET

**4.1 Budget.** The Caucus shall submit an annual budget request as outlined under the OSBA budget process, including approval by the OSBA Board of Directors. The request shall set forth the areas of concern, recommended actions, and annual goals.

## ARTICLE 5

### MEETINGS

**5.1 Annual Meetings.** An annual meeting of the Caucus shall be in conjunction with the OSBA Annual Convention at which time the Caucus shall elect officers and shall conduct other business as may properly be brought before the meeting of the Caucus.

**5.2 Regular and Special Meetings.**

**5.2.1 Regular Meetings.** The Caucus shall meet as often as required to achieve the goals outlined in its annual Work Plan. These meetings shall be scheduled for the year at the Annual Meeting.

**5.2.2 Special Meetings.** Special meetings of the members for any purpose may be called, either in writing or by e-mail, by the President or by a majority of the Executive Committee. Such a request shall state the purpose or purposes of the proposed meeting.

**5.2.3 Place of Meetings.** Regular and special meetings of the Caucus shall be held at any location (or virtually) within Oregon as designated by the President or the Executive Committee.

### 5.3 Notice.

5.3.1 Notice and agenda of every annual meeting, regular or special meeting of members, stating the time and place thereof, shall be posted to the OSBA website, no less than 14 days prior to such meeting.

5.4 **Quorum.** Except as otherwise provided by law, the presence at any meeting of a majority of the Executive Committee shall constitute a quorum.

5.5 **Organization.** The President may determine *in their sole* discretion whether any meeting of the Caucus shall be held in accordance with Robert's Rules of Order.

5.6 **Records.** The President shall see that all correspondence, minutes, agendas, and Charter be sent to and kept on file with OSBA. Minutes from each meeting shall be posted to the OSBA website.

5.7 **OSBA Staff Liaison.** The Executive Director of OSBA shall designate a staff member to serve as a liaison representative to the Caucus. The designee shall not have voting rights.

## ARTICLE 6

### Rural Leadership Assembly

6.1 **Composition.** The Rural Leadership Assembly of the Caucus shall consist of 9 members, and shall include *one representative from each OSBA district with 10 or more districts defined as rural ( Regions 1, 2, 4, 6, 9, and 14), plus 3 at-Large* members. The executive committee (President, Vice-President, Secretary/Treasurer) shall be elected from the body of the Rural Leadership Assembly by the members of the Rural School Board Members Caucus.

6.2 **Terms.** The Rural Leadership Assembly members shall each serve two-year terms. The President, Vice-President & Secretary/Treasurer shall each serve a one-year term. The President, Vice-President, Secretary Treasurer, Regional Members, and Members-at-Large may serve any number of consecutive terms. Each officer shall hold office until the term has expired or until a successor has been duly elected and qualified for the position, or until the officer can no longer hold the position because they no longer qualify to be a member of the Caucus as defined in Article 3 above, or because of removal or death.

### 6.3 Nomination and Election

6.3.1 **Nomination.** Rural Leadership Assembly members may be nominated by either (a) the nominating committee, or (b) a caucus member at the annual meeting.

6.3.2 **Election.** The members shall elect the Leadership Council by majority vote at the annual meeting. Positions 1, 4, 9, and at large #1 shall be elected in even numbered years, and positions 2, 6, 14, at large #2 and at large #3 shall be elected in odd numbered years.

### 6.4 Designations

6.4.1 **President.** The President shall preside at all meetings of the Caucus and the Executive Committee. The President shall appoint all standing and special committees and shall be an ex officio member of all committees, except the nominating committee, with voting power. The President shall sign all official reports of the Caucus.

6.4.2 Vice President. The Vice President shall have such duties as from time-to-time may be assigned by the Executive Committee, and in the absence of the President, the Vice-President shall have and perform all the powers and duties of the President.

6.4.3 Secretary/Treasurer. The Secretary/Treasurer shall keep the minutes and records and shall see that all notices are duly given in accordance with the provisions of law and this Charter, and such other duties as from time-to-time may be assigned by the Executive Committee. The Secretary/Treasurer shall maintain a roster of the current membership. The Secretary/Treasurer shall have the responsibility for receiving and disbursing all funds related to the Caucus in coordination with the OSBA liaison. The Secretary/Treasurer shall report regularly to the Executive Committee, shall prepare a written yearly financial report to be distributed to the members at each annual meeting, and shall perform other duties assigned by the Executive Committee.

**6.5 Resignation.** A Leadership Assembly member may resign by filing a written resignation with the President or Secretary/Treasurer of the Caucus or the President of OSBA.

**6.6 Vacancies.** Any vacancy in any office may be appointed for the unexpired portion of the term by a majority of the Leadership Assembly at the next regular or special meeting.

**6.7 Removal.** Any member of the Leadership Assembly who misses more than two meetings out of any four consecutive meetings, *unless they are* excused by the Executive Committee for a valid reason, may *have their* position vacated by action of the Leadership Assembly.

## ARTICLE 7

### EXECUTIVE COMMITTEE

**7.1 Composition.** There shall be an Executive Committee made up of the President, Vice-President, and Secretary/Treasurer.

**7.2 Responsibilities.** *The Executive Committee* shall have the following responsibilities and powers:

- (a) To respond to any inquiry or question from OSBA.
- (b) To act on behalf of the Caucus when deemed necessary by the President.
- (c) To review plans and programs to be presented to the Caucus at its meetings.
- (d) *To give direction to the OSBA liaison on legislative action to come before the state legislature on which there is no formal Caucus policy or resolution.*
- (e) Members of the Executive committee will be elected from the Rural Leadership Assembly.

**7.3 Ratification.** Any actions by the President shall be reported to the Executive Committee as soon as the action has taken place. All actions of the Executive Committee shall be subject to ratification by the Caucus at the next meeting of the members.

**7.4 Administration.** The Executive Committee shall keep regular minutes of its proceedings and all actions by the Executive Committee shall be reported promptly to the membership. Such actions shall be subject to review by the membership, provided that no rights of third parties shall be affected by such review.

## **ARTICLE 8**

### ***COMMITTEES***

The President may establish committees of 2 or more members to serve at the discretion of the President. These committees would consist of such persons and perform such duties as the President designates from time to time; provided, however, that the committees may not act on behalf of the Caucus but may make recommendations to the Caucus for approval. The Chair of any such committee shall be a member of the Leadership Assembly.

## **ARTICLE 9**

### ***SEAT ON THE OSBA'S BOARD OF DIRECTORS AND LEGISLATIVE POLICY COMMITTEE***

9.1 The Caucus shall appoint one officer from the Rural Leadership Assembly to serve as liaison to the OSBA Board of Directors and to be a voting member of the OSBA Board of Directors for a two year term. That liaison shall hold all of the rights and responsibilities of a member of the OSBA Board of Directors.

9.2 The Caucus shall appoint one member from the Rural Leadership Assembly to serve on the Legislative Policy Committee for a term of two years.

## **ARTICLE 10**

### **GENERAL PROVISIONS**

#### **10.1 Amendment of Bylaws**

10.1.1 Bylaws may be altered, amended, or replaced by a majority vote of the members of the Caucus who are present and voting at the annual meeting.

10.1.2 Notice of proposed bylaws changes shall be in the annual meeting agenda and sent to all members 15 days prior to the annual meeting.

10.1.3 Omissions from this Charter shall be governed by Robert's Rules of Order, when they do not conflict with the Charter.

\*\*\*\*\*

The foregoing charter was adopted by the active membership of the OSBA Rural Caucus on (\_\_\_\_)month (\_\_\_\_) date (\_\_\_\_) year.





**RESOLUTION #23-24.024**

**DATE: November 13, 2023**

**OREGON SCHOOL BOARDS ASSOCIATION  
2023-24 RESOLUTION 2**

**RELEVANT DATA:**

Prior to December 15, 2023, school boards across the state must take official action on Oregon School Boards Association Resolutions 1 and 2. School boards must submit their votes online, using the information provided to Board secretaries and superintendents.

Resolution 2 – Adopts the proposed amendments to the OSBA Bylaws.

**RECOMMENDATION:**

It is recommended that the Springfield School District Board of Directors adopt Resolution 2.

It is further recommended that the Board direct the Superintendent or designee to submit this vote online to OSBA no later than midnight on December 15, 2023.

**SUBMITTED & RECOMMENDED BY:**

Todd Hamilton  
Superintendent



## ***Resolution***

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### **Resolution to Amend the OSBA's 2018 Bylaws**

---

**WHEREAS**, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards; and

**WHEREAS**, in 2017, through a vote of the Membership, OSBA was incorporated under ORS Chapter 65 to nonprofit status and Bylaws replaced the Constitution.

**WHEREAS**, in 2018, through a vote of the Membership, the Bylaws were amended to expand the OSBA Board of Directors and the Legislative Policy Committee with representatives from the School Board Members of Color Caucus.

**WHEREAS**, The Bylaws have not been amended since 2018, the OSBA Board of Directors determined, based on its review of the proposed changes, that it was in the membership's best interest to amend the Bylaws; and

**WHEREAS**, the following only reflects a high-level overview of the proposed changes, all changes are reflected in the proposed bylaws.

- Clarification of the Membership voting process for both resolutions and bylaw amendments.
- Clarification of an exception to the term limits for the OSBA director serving as immediate past president.
- Clarification of the definition of a quorum for the OSBA Board of Directors.
- Combining the Finance and Budget Committees and outline the terms of the members.
- Adding a Rural School Boards Caucus representative to the Board of Directors and the Legislative Policy Committee (LPC).
- Adding language to reflect the School Board Members of Color Caucus representation on the LPC, which was inadvertently omitted during the 2018 amendment.
- Adding information regarding the PACE Board of Trustees under the Committees and Caucus section of the Bylaws.
- Adding language stating caucuses must comply with OSBA policies/guidelines and adding language to establish the Rural caucus.
- Edits to grammar, punctuation, and language for readability.

**WHEREAS**, after reviewing the recommended OSBA Bylaws as proposed by staff and legal counsel, the OSBA Board of Directors supports the recommendation to amend the Bylaws:

**THEREFORE, BE IT RESOLVED** by the OSBA Board of Directors that the proposed Bylaws be submitted to the membership for consideration during the 2023 OSBA election; and

**BE IT FURTHER RESOLVED** that the proposed Bylaws and a copy of this resolution be forwarded to all member boards of the Association in accordance with the OSBA Board of Directors adopted elections calendar.

*Submitted by: OSBA Board of Directors*



# BYLAWS

As Amended by the Membership: December 2018

Suggested Revisions: September 23, 2023

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## SECTION 1 PURPOSE

~~A.~~ The Oregon School Boards Association (the “Association”) exists solely to perform essential governmental functions and all of its income accrues to the State of Oregon or its political subdivisions as required under IRC Section 115. In particular, the Association’s mission and purpose are as follows:

~~B.A.~~ To work for the general advancement and improvement of the education of all public school children of the State of Oregon.

~~C.B.~~ To gather and disseminate information pertinent to the successful operation of public schools.

~~D.C.~~ To work for the most efficient and effective organization of public schools of this state. “Public schools” include local school districts, education service districts, the State Board of Education and community colleges classified as a political subdivision.

~~E.D.~~ To work for adequate and dependable financial support for the public schools of this state.

~~F.E.~~ To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.

~~G.F.~~ To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.

~~H.G.~~ To study and interpret educational programs and to relate them to the needs of pupils.

~~I.H.~~ To promote public understanding of the role of school boards and school board members in the improvement of education.

~~J.I.~~ To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.

~~K.J.~~ To endeavor to implement the policies, beliefs and resolutions of the Association members and board of directors.

~~L.K.~~ To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.

~~M.L.~~ To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

## SECTION 2 MEMBERS

**2.1 Admission.** All members must qualify as (1) a “political subdivision” as defined under Treas Reg § 1.103-1(b) and Revenue Ruling 78-276, 1978-2 CB 256 and (2) as one of the following:

**2.1.1** Local School District as defined under ORS Chapter 332;

- 2.1.2** Education Service District as defined under ORS Chapter 334;
- 2.1.3** Community College District as defined under ORS Chapter 341;
- 2.1.4** State Board of Education as defined under ORS Chapter 326; and
- 2.1.5** Any other governmental educational organization qualifying as a political subdivision, as approved by resolution of the board of directors.

**2.2 Dues.** Annual dues shall be set by majority vote of the members and shall be based on resident Average Daily Membership (ADMr) as of December 31 of the preceding year as reported to the Oregon Department of Education. Dues shall be payable on July 1 of each year and shall become delinquent on September 1 of each year. Member status shall automatically terminate for members failing to pay dues by September 1 unless an extension is requested and granted by the board of directors.

**2.3 Reserved Powers of the Members.** The following corporate actions require the consent and approval of the members:

- 2.3.1** Election and removal of directors;
- 2.3.2** Election and removal of the Legislative Policy Committee (“LPC”) members;
- 2.3.3** Approval of resolutions to effectuate any of the following:
  - (a) Adoption, amendment, or restatement of the articles of incorporation or bylaws;
  - (b) Modification to the region descriptions set forth in Section 2.6.1; and the
  - (c) Dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association’s assets.

## **2.4 Voting Power.**

**2.4.1 Election of Directors and LPC Members.** For the purposes of nominating and electing directors and LPC members, each member shall have one vote.

**2.4.2 Resolution.** For the purposes of approving a resolution, each member shall have one vote on all resolutions except as follows:

- (a) K-12 Local Districts with an ADMr between 15,600 and 23,400 shall have two votes.
- (b) K-12 Local Districts with an ADMr between 23,400.1 and 31,200 shall have three votes.
- (c) K-12 Local Districts with an ADMr between 31,200.1 and 39,000 shall have four votes.

- (d) K-12 Local Districts with an ADMr ~~between of~~ 39,000.1 ~~and above or more~~ shall have five votes.

## **2.5 Process of Approval of Member Resolutions.**

**2.5.1** Generally, members shall approve resolutions annually by ballot vote. Members or the board of directors may submit a resolution for member approval. Such resolutions shall be submitted to the board of directors no later than September 30th. The board of directors shall distribute all timely submitted resolutions, together with an official ballot, to the members no later than October 15. Members shall vote by ballot submitted to the board of directors no later than December 15.

**2.5.2** The board of directors may call a special meeting of the members under Section 2.9, as necessary.

## **2.6 Regional Election of Directors and LPC Members**

**2.6.1 Regional Voting.** For the purposes of nominating and electing the board of directors and LPC members, the Association members shall be organized into and represented by region:

- (a) Eastern Region includes all of the members located in the counties of Baker, Grant, Malheur, Union, Wallowa, and Wheeler.
- (b) Gorge Region includes all of the members located in the counties of Gilliam, Morrow, Sherman, Umatilla, and Wasco.
- (c) Central Region includes all of the members located in the counties of Crook, Deschutes, and Jefferson.
- (d) Southeast Region includes all of the members located in the counties of Harney, Klamath, and Lake.
- (e) Southern Region includes all of the members located in the counties of Jackson and Josephine.
- (f) Lane Region includes all of the members located in the county of Lane.
- (g) Clackamas Region includes all of the members located in the county of Clackamas and Hood River.
- (h) Douglas/South Coast Region includes all of the members located in the counties of Coos, Curry, and Douglas.
- (i) Linn, Benton, Lincoln Region includes all of the members located in the counties of Benton, Lincoln, and Linn.
- (j) Marion Region includes all of the members located in the county of Marion.



(k) Yamhill, Polk Region includes all of the members located in the counties of Polk and Yamhill.

(l) North Coast Region includes all of the members located in the counties of Clatsop, Columbia, and Tillamook.

(m) Washington Region includes all of the members located in the county of Washington.

(n) Multnomah Region includes all of the members located in the county of Multnomah.

Members shall be assigned to the region in which their main administrative office is located. If a member's district boundaries span more than one region, the member board must declare which region it intends to vote and shall vote only in that region.

**2.6.2** Regional elections shall be taken by majority vote of the members within the region.

**2.7 Modification of Regions.** A formal review of the regional organizations described in Section 2.6.1 shall be conducted by the board of directors at least every three years commencing with 2017. Any recommended changes to the regional organization shall be submitted to the members in the form of a resolution in accordance with the provisions of Section 2.11.

**2.8 Annual Meetings.** An annual meeting of members shall be held in November of each year unless a different date or time is fixed by the board of directors and stated in the notice of the meeting. Failure to hold an annual meeting on the stated date shall not affect the validity of any corporate action. At the annual meeting, the president and secretary-treasurer of the board of directors, any other officer or person whom the president may designate, shall report on the state of the Association, the activities and financial condition of the Association.

**2.9 Special Meetings.** A special meeting of members shall be held upon the call of the president or 25 percent of the board of directors. All members shall be officially notified of a special meeting by written notice, mailed via U.S. mail or electronic mail to all members at least 15 days prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the members, the place and time of the meeting, and instructions describing the method by which members can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.

**2.10 Telephonic/Video Meetings.** The board of directors may permit any member to participate in an annual or special meeting, or conduct the meetings through, use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A member participating in the meeting by this means is deemed to be present in person at the meeting.

**2.11 Place of Meetings.** Meetings of the members shall be held at any place in or out of Oregon designated by the board of directors. If a meeting place is not designated by the board of directors, the meeting shall be held at the Association's principal office.

**2.12 Action by Written Ballot.** Any action required ~~of the members will be taken by written ballot and or permitted to be taken at a members' meeting may be taken without a meeting if~~ the Association ~~will~~ delivers a written ballot to every member entitled to vote on the matter. ~~A written ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action. Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast is the same as the number of votes cast by ballot. A written ballot shall set forth each proposed action, indicate the number of responses needed to meet the quorum requirements, state the percentage of approvals necessary to approve each matter, and specify a reasonable time by which a ballot must be received by the Association in order to be counted.~~ Once delivered, a written ballot may not be revoked.

~~**2.13 Unanimous Written Consent.** Any action required or permitted to be taken at a members' meeting may be taken without a meeting if the action is taken by all members entitled to vote on the matter. The action shall be evidenced by one or more written consents describing the action taken, signed by each member, and included in the minutes or filed with the corporate records reflecting the action taken. Action taken under this section is effective when the last member entitled to vote on the matter signs the consent, unless the consent specifies an earlier or later effective date.~~

~~**2.13 Quorum and Voting.** A quorum of the members shall consist of those votes represented at a meeting of the members. If a quorum is present when a vote is taken, the affirmative vote of a majority of the votes represented and voting when the action is taken is the act of the members except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of members. A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the association.~~

**2.1.4 Approval:** With the exception of approving amendments to the Association's bylaws, which is outlined in Section 7.1 of these bylaws, approval by written ballot is effective when:

2.14.1 The number of votes cast by ballot equals or exceeds a quorum of the members;  
and

2.1.4.2 The number of approvals equals or exceeds a majority of the number of returned ballots.

## **SECTION 3 DIRECTORS**

**3.1 Powers.** Except as provided under Section 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of ~~a the~~ board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.

**3.2 Qualifications.** Directors must serve on the board of a member of the Association throughout the duration of their term, with the exception of the director serving as past president.

**3.3 Number.** The board of directors shall consist of not fewer than three nor more than ~~24~~ 25 persons. The number of directors may be fixed or changed periodically, within the minimum, and maximum by the members.

**3.4 Term.** Directors shall take office on January 1 and shall serve for a term of two calendar years or until their successors are elected and qualified. Terms shall be staggered as per the election calendar.

**3.4.1** Directors who took office prior to January 1, 2018, and are re-elected may serve for any number of terms as long as they continuously remain members of the board of directors.

**3.4.2** Directors taking office on or after January 1, 2018, may serve five consecutive two-year terms and, if eligible, may rerun after a two-year hiatus.

**3.4.3** If a director serving as immediate past an officer~~president~~ requires additional time beyond the term limits outlined above, the term limits will be held in abeyance to allow the director to complete their term as immediate past president.

**3.5 Composition.** The board of directors will be comprised of up to 23 regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, one designated director as defined in the bylaws of the Oregon Rural School Boards Caucus and ex-officio nonvoting members as delineated in Section 3.5.4.

**3.5.1 Regional Elected Directors.** Each region, as described under Section 2.6.1, shall elect one director except as follows:

- (a) Clackamas Region shall elect two directors;
- (b) Marion Region shall elect two directors;
- (c) Washington Region shall elect three directors; and
- (d) Multnomah Region shall elect three directors.
- (e) Provided, however, that if the president or immediate past president of the board of directors is a representative director from a region that elects only one director, that region shall elect an additional director or directors to serve for the duration of the president and/or the immediate past president's term.

**3.5.2 Regional Election.** The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. Each regional candidate for a director position shall be nominated by a member within the region by means of a nomination form. The board of directors shall distribute notice of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions. To nominate a director candidate, one or more of the members in the region must timely submit to the board of directors a formal resolution or motion of the member and the completed nomination form(s). Nominations in regions where there is more than one open director position shall indicate the numbered position for which the nomination is being submitted. Each member in a region shall have one vote in the regional elections for the board of directors. The director candidate receiving a majority of the votes of the members shall be elected. In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second ballot

shall be required between the two candidates receiving the highest number of votes; the one receiving a majority of the votes is elected.

**3.5.3 Designated Representative.** ~~In accordance with their bylaws, caucuses of OSBA, The Oregon School Board Members of Color Caucus~~ shall appoint ~~an officer a representative~~ of the Caucus to serve as a director of the Association. The ~~appointee, as defined in the Caucus bylaws~~ representative must, shall be an elected or appointed member of any public board of education in Oregon who is an active member in good standing with the Association. All Association bylaws and policies shall apply to the designated representative serving as the Caucus' director of the Association.

**3.5.4 Ex-Officio.** The following individuals or their designee may serve as ex-officio nonvoting advisors to the board of directors:

- (a) Any director of the National School Boards Association elected from Oregon;
- (b) Any officer of the National School Boards Association, National School Boards Advocacy Committee, or an officer of the NSBA Pacific Region.
- (c) The immediate past president of the Oregon Association of School Executives;
- (d) The immediate past president of the Confederation of School Administrators;
- (e) The board section president of the Oregon Association of Education Service Districts;
- (f) The board section president of the Oregon Community College Association;
- (g) The chair of the State Board of Education; and
- (h) Any other person as the board of directors may appoint.

**3.6 Vacancies.** In the event that any director position, other than the immediate past president is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. If the board of directors cannot recruit a candidate from the region, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term. If there is a vacancy in ~~an OSBA caucus-designated director position~~ the Members of Color Caucus' director position, then the ~~Caucus caucus~~ shall, as set forth in Section 3.5.3, appoint a new ~~Caucus caucus officer representative~~ to serve the remaining term.

**3.7 Resignation.** A director may resign at any time by delivering written notice to the president or the secretary. A resignation is effective when notice is effective under ORS 65.034 unless the notice specifies a later effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors.

**3.8 Removal.** A director may be removed for cause by vote of two-thirds majority of the directors. A director may be removed with or without cause by a majority vote of the members who elected the director. The board may provide guidance or adopt and amend policies regarding what types of actions the board considers to be sufficient cause for removal.

**3.9 Meetings.** An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting. All other meetings are special meetings. A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. The board of directors may hold annual, regular or special meetings at any location in ~~or out of~~ the State of Oregon.

**3.10 Notice of Meetings.** All members shall be officially notified of a special meeting by written notice delivered personally, by telephone or electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.

**3.11 Waiver of Notice.** A director may at any time waive any notice required by these bylaws. A director's attendance at or participation in a meeting waives any required notice to the director of the meeting unless the director, at the beginning of the meeting or promptly upon the director's arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to any action taken at the meeting. Except as provided in the preceding sentence, any waiver must be in writing, must be signed by the director entitled to the notice, must specify the meeting for which the notice is waived, and must be filed with the minutes or the corporate records.

**3.12 Quorum ~~and Voting~~.** A quorum of the board of directors shall consist of a majority of the number of directors in office ~~immediately before~~ at the time the meeting begins. ~~If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.~~

**3.123.13 Voting:** If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.

**3.123.14 Presumption of Assent.** A director who is present at a meeting of the board of directors when corporate action is taken is deemed to have assented to the action taken unless:

- (a) The director objects at the beginning of the meeting, or promptly upon the director's arrival, to holding the meeting or transacting the business at the meeting; and
- (b) The director's dissent from the action taken is entered in the minutes of the meeting.

**3.143.15 Compensation.** Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution or policy of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

**3.153.16 Director Conflict of Interest.** The Association shall maintain a Conflict of Interest policy the terms of which comply with ORS 65.361 and ORS Chapter 244. The board of directors shall annually review and notify its members and directors of the current Conflict of Interest policy. Each director shall annually complete and return a Conflict of Interest statement.

## SECTION 4 COMMITTEES AND CAUCUSES

**4.1 Standing Committees.** The board of directors shall maintain the standing committees described below:

**4.1.1 Executive Committee.** The executive committee shall consist of five officers of the board of directors: the president as chairman, the president-elect, the vice president, the secretary-treasurer and the immediate past president. The executive committee may act, pursuant to delegation of authority to such committee by the board of directors, in place and instead of the board of directors between board meetings on all matters except those specifically reserved to the board under the terms of the bylaws. Actions of the executive committee shall be reported to the board by mail, email or at the next board meeting.

**4.1.2 Finance Committee.** The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the Association secretary/treasurer and vice president, one Association board director from the PACE board, one district business official and one at-large board member. ~~The finance committee shall operate within the guidelines of the corporation's investment policy and the Finance Committee Operating Manual.~~

(a) Finance committee members serve for a term of two (2) years unless they are appointed to replace a member who left the committee before finishing their two-year term, in which case the member will serve the remainder of the two-year term.

(b) The finance committee shall operate within the guidelines of the corporation's investment policy guidelines and the Finance Committee Operating Manual Guidelines.

**4.1.24.1.3 Legislative Policy Committee.** The board of directors shall maintain a Legislative Policy Committee (LPC).

(a) Purpose. The LPC shall develop legislative policies which are recommended to and approved by the members as a resolution proposed by the board of directors and voted on by the membership in accordance with Section 2.4. The LPC also advises the executive director and staff during legislative sessions.

(b) Composition. The LPC shall be composed of the voting members of the board of directors and the regional representatives elected under the procedures defined in 4.1.3(c) and (d) and one designated voting member as defined in the bylaws of the Oregon School Board Members of Color Caucus and the Oregon Rural School Boards Caucus. All committee members must be elected or appointed directors of a member. The vice president of the ~~board~~ board of directors shall chair the LPC.

(c) Nomination. The board of directors shall cause the nomination form to be distributed to all members in eligible regions. A member may nominate a candidate to the LPC and shall do so by formal resolution of the member and timely submission of the nomination form(s) to the office of the Association. Nominations in regions where there is more than one representative position shall indicate the numbered position for which the nomination is being submitted. Nominations will be closed by a date identified in the elections calendar adopted by the board.

(d) Election. Each LPC member shall be elected by majority of member boards of a region. Each region shall elect the number of LPC members as described in Section 3.5, without regard to Section 3.5.1(d). Such elections shall be held using the procedures described in Section 3.5.2.

~~(e)~~ Term. Each committee member shall take office on January 1 in even numbered years and serve for a term of two (2) years.

Vacancies. In the event that there is a vacancy on the LPC, the board of directors may appoint an interim LPC member from the same region to fill the unexpired term of office. If the board of directors cannot recruit an LPC member from the region, they may appoint a person from a contiguous region to serve to represent the open region to fill the unexpired term of office.

4.1.4 PACE Trustees: The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE"). As per the PACE bylaws Restated Trust Agreement, the PACE trustees shall nominate trustee candidate(s) to the OSBA board of directors. The nominees shall be elected by the OSBA Board of Directors. If the list of candidates is not acceptable by the board of directors, the PACE trustees will continue to submit nominated candidate(s) for consideration until accepted by the board of directors.

(a) PACE Trustees taking office on or after January 1, 2023, may serve three consecutive three-year terms and, if eligible, may return after a one-year hiatus.

**4.2 Other Board Committees.** The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the action is taken. The provisions of these bylaws governing meetings, action without meetings, notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors; provided, however, that no committee of the board of directors may:



- (a) Authorize distributions, provided that this restriction does not apply to payment of value for property received or services performed or payment of benefits in furtherance of the Association's purposes;
- (b) Approve or recommend dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets;
- (c) Elect, appoint, or remove directors or fill vacancies on the board or on any of its committees; or
- (d) Adopt, amend, or repeal the articles of incorporation or bylaws.

**4.3 Advisory Committees.** The board of directors may create one or more other committees. Members of these committees need not be members or directors, but at least one director shall serve on each such committee. These committees shall have no power to act on behalf of, or to exercise the authority of, the board of directors, but may make recommendations to the board of directors.

**4.4 Caucuses.** Caucuses shall exist to enhance the work of the Association by addressing the unique needs of member districts. Caucuses shall:

**4.4.1** Clearly articulate the vision, mission and goals of the Caucus.

**4.4.2** Adopt bylaws for operating, programming and governing within the context of the Association bylaws described herein.

**4.4.3** Comply with Association policies and guidelines.

**4.4.34.4.4** Caucuses shall be added or eliminated to this provision through the amendment process described in these bylaws.

**4.4.5** With the adoption of this section, the The Oregon School Board Members of Color Caucus is was established by a vote of the membership in 2018.

**4.4.5** With the adoption of this sections, the Oregon Rural School Boards Caucus is established.

**4.5 Administration.** Each committee and caucus shall prepare minutes of each of its meetings, and such minutes shall be kept on file at the Association's principal office and made available on request to any member of the board of directors. Each committee and caucus shall also report on its activities at the regular meetings of the board of directors. Each committee and caucus shall comply with the public meetings laws requirements under ORS Chapter 192.

## **SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS**

**5.1 Appointment.** The board of directors shall elect officers by majority vote at least 10 days prior to the November member meeting. In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes, a second ballot shall be



required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes is elected.

**5.2 Designation.** The officers of the Association shall be a president, president-elect, past president, vice president, a secretary-treasurer, and such other officers as the board of directors may appoint.

**5.3 Compensation and Term of Office.** Officer terms are one calendar year. No officer except the secretary-treasurer shall serve two consecutive terms in the same office unless the director completed a term for another officer who was unable to complete a term and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms. Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

**5.4 Removal and Resignation.** Any officer may be removed, either with or without cause, at any time by action of the board of directors. An officer may resign at any time by delivering notice to the board of directors, the president, or the secretary-treasurer. A resignation is effective when the notice is effective under ORS 65.034 unless the notice specifies a later effective date. If a resignation is made effective at a later date and the Association accepts the later effective date, the board of directors may fill the pending vacancy before the effective date if the board of directors provides that the successor does not take office until the effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors. No removal or resignation shall prejudice the rights of any party under a contract of employment.

**5.5 Officers.** The officers of the Association are as follows:

**5.5.1 President:** The president shall preside at all member meetings of the Association and of the board of directors; shall appoint, committees subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be ex-officio voting member of all committees. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one calendar year.

**5.5.2 President-elect:** In the absence of the president, the president-elect shall assume the powers and duties of the president, and when a vacancy occurs in the office of president, shall serve in that capacity for the remainder of the term. The president-elect shall automatically serve as president for the following term, even if required to fill an uncompleted term as president. In addition, the president-elect shall assume duties related to the oversight of Association member elections and resolutions processes and such other administrative duties as are assigned by the president. The president-elect serves for a term of one calendar year.

**5.5.3 Vice president:** In the absence of the president-elect shall assume the powers and duties of the president-elect. The vice president shall also serve as the chair of the LPC. The vice president serves for one calendar year.

**5.5.4 Secretary-treasurer:** The secretary-treasurer shall be responsible for keeping in a suitable minute book accurate minutes of all board of director meetings; shall carry on official correspondence of the Association; shall arrange for proper banking facilities; and shall receive, account for and disburse funds in a businesslike manner as provided for by the board of directors; shall see that the minutes of the previous meetings are read, and shall give an itemized and detailed report of the financial condition of the Association at each annual meeting and at such other times as may be required by the board of directors. Such duties of the secretary-treasurer as may be specified by the board of directors may be delegated to the executive director or a designated member of the staff. The secretary-treasurer serves for a term of one calendar year.

**5.5.5 Immediate past president:** The immediate past president shall advise and counsel with other officers. The immediate past president chairs the officer succession planning process. The past president serves for one calendar year.

**5.5.6 Assistants:** The board of directors may appoint or authorize the appointment of an assistant to the secretary-treasurer. Such assistant may exercise the powers of the secretary-treasurer, as the case may be, and shall perform such duties as are prescribed by the board of directors.

## SECTION 6 NONDISCRIMINATION

The Association shall not discriminate in providing services, hiring employees, or otherwise, upon the basis of gender, race, creed, marital status, sexual orientation, religion, color, age, disability, or national origin.

## SECTION 7 GENERAL PROVISIONS

### 7.1 Amendment of Bylaws.

**7.1.1** Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors. ~~Amendments must be approved by a vote of two-thirds majority of the members at any regular or special meeting. The board of directors shall provide written notice to the members containing a statement that the members will be asked to approve the amendment and a copy of the proposed amended bylaws. Such notice shall be provided by US mail or email at least 15 days prior to the member meeting at which the vote will take place.~~

**7.1.2** The board of directors shall provide written notice to the members containing a statement that the members will be asked to approve the amendment and a copy of the proposed amended bylaws.

**7.1.3 Action by Written Ballot:** The Association will deliver a written ballot to every member entitled to vote on the matter. The ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action and specify a reasonable time by which a ballot must be received by the Association in order to be counted. Once delivered, a ballot may not be revoked.

**7.1.4 Approval:** Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds two-thirds majority of the number of the returned ballots.

**7.1.5 Quorum:** A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the Association.

~~7.1.27.1.6~~ Whenever an amendment or new bylaw is adopted, it shall be copied in the minute book with the original bylaws in the appropriate place. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be stated in such book and place.

**7.2 Inspection of Books and Records.** All books, records, and accounts of the Association shall be open to inspection by the directors in the manner and to the extent required by law.

**7.3 Checks, Drafts, Etc.** All checks, drafts, and other orders for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the Association shall be signed or endorsed by such person or persons and in such manner as shall be determined by resolution of the board of directors.

**7.4 Deposits.** All funds of the Association not otherwise employed shall be deposited to the credit of the Association in those banks, trust companies or other depositories as the board of directors or officers of the Association designated by the board of directors select, or be invested as authorized by the board of directors.

**7.5 Loans or Guarantees.** The Association shall not borrow money and no evidence of indebtedness shall be issued in its name unless authorized by the board of directors. This authority may be general or confined to specific instances. Except as explicitly permitted by ORS 65.364, the Association shall not make a loan, guarantee an obligation or modify a pre-existing loan or guarantee to or for the benefit of a director or officer of the Association.

**7.6 Execution of Documents.** The board of directors may, except as otherwise provided in these bylaws, authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Unless so authorized by the board of directors, no officer, agent, or employee shall have any power or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or for any amount.

**7.7 Insurance.** The Association may purchase and maintain insurance on behalf of an individual against liability asserted against or incurred by the individual who is or was a director, officer, employee, or agent of the Association, or who, while a director, officer, employee, or agent of the Association, is or was serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise; provided, however, that the Association may not purchase or maintain such insurance to indemnify any director, officer, or agent of the Association in connection with any proceeding charging improper personal benefit to the director, officer, or agent in which the director, officer, or agent was adjudged liable on the basis that personal benefit was improperly received by the director, officer, or agent.

**7.8 Fiscal Year.** The fiscal year of the Association shall begin on the first day of July 1 and end on the last day of June in each year.

**7.9 Severability.** A determination that any provision of these bylaws is for any reason inapplicable, invalid, illegal or otherwise ineffective shall not affect or invalidate any other provision of these bylaws.

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The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 14, 2018. The original bylaws were duly adopted by the Board of Directors of OSBA on September 15, 2017, and approved by the membership on December 15, 2017.