

BOARD OF DIRECTORS  
Cynthia Richardson, Chair  
Karina Guzmán Ortiz, 1st Vice Chair  
Lisa Harnisch, 2nd Vice Chair  
Ashley Carson Cottingham, Satya Chandragiri, María Hinojos Pressey, Krissy Hudson  
PO Box 12024, Salem, Oregon 97309-0024 • 503-399-3001

Andrea Castañeda, Superintendent

## AGENDA

### BOARD MEETING

**6:00 p.m. Business Session (public session)**

**November 12, 2024**

**Location:** Boardroom, 2575 Commercial Street SE, Salem, Oregon.

#### **Public access is available online:**

English: <https://youtube.com/live/djLcy0A-RUY?>

Spanish: [https://youtube.com/live/fNM\\_bdUqY5U?](https://youtube.com/live/fNM_bdUqY5U?)

ASL: Services provided during meeting.

Spanish audio interpretation: via Interactio app. Launch the app and use event code: **SKPS24J**

Meeting broadcast on CC:Media, channel 21. Closed caption in English through CC:Media television and YouTube.

1. **CALL TO ORDER 6 p.m. (public session)** Chairperson
  - a. Attendance
  - b. Land Acknowledgement
  - c. Pledge of Allegiance
  - d. Agenda Modifications
  
2. **SPOTLIGHT ON SUCCESS** Superintendent
  - a. Spotlights
  
3. **REPORTS/PRESENTATIONS** Superintendent
  - a. Superintendent's Report
  - b. Integrated Programs Annual Report 2023-24
  
4. **PUBLIC COMMENT** Chairperson

Public comment will be accepted by calling in, joining online, or in writing, (sign-up using the online form is required). The link to sign up to provide public comment opens when the agenda is posted and **closes at 3 p.m. Monday**. Please [click here](#) to sign up. Directions for all types of public comment are included in the sign-up form.

A lottery system will be used to select speakers at random. Depending on the number of people who signed up to comment, we may not be able to hear from everyone. For this meeting, **thirty (30) minutes** will be designated for public comment. Each speaker will be allowed up to three (3) minutes. Electronic mechanisms are utilized online and in the meeting room for translation purposes. The board will receive the written public comment prior to the board meeting, and the written comment will be posted on the district website.
  
5. **READINGS/DISCUSSION** Chairperson
  - a. OSBA Resolution 1 – Amend the OSBA Dues Schedule
  - b. OSBA Resolution 2 – Amend OSBA's Bylaws Relating to Composition of Board of Directors
  - c. OSBA Resolution 3 – Amended OSBA 2023 Bylaws
  - d. OSBA's Legislative Policy Committee, Marion County Region, Position 12 candidates

6. **CONSENT CALENDAR** Chairperson
  - a. Approve the Native American Heritage Month Proclamation
  - b. Personnel Actions
  
7. **INFORMATION/STANDARD REPORTS (*written form only*)** Chairperson
  - a. Financial update for quarter ended September 2024
  - b. 2024-25 Board/Budget Meeting Calendar
  
8. **BOARD REPORTS** Chairperson

Board reports are to share the work from formal committee assignments and activities of the board related to youth programs and school district activities.
  
9. **ADJOURNMENT** Chairperson

**SPOTLIGHT ON SUCCESS**

**Background/Discussion**

The superintendent and her executive cabinet are pleased to recognize the following individuals and/or groups for their outstanding work and/or contributions to our school district and community.

Honoring: Salem for Refugees

Recognition: Cornerstone Support for Refugee Families in the Community

Presented by: Karen Macdonald, Program Associate, Office of English for Speakers of Other Languages

Honoring: Joe Matot, Industrial Technology Teacher, Crossler Middle School

Recognition: Revitalization of Crossle Middle School Woodshop

Presented by: Jen Williams, Principal, Crossler Middle School

Honoring: West Salem High School Varsity Football Team

Recognition: Placing 1st in the OSAA Academic All-State

Presented by: Wendy Stradley, Athletic Director, West Salem High School

Honoring: Salem-Keizer Native and Indigenous Students

Recognition: In honor of Native American Heritage Month

Presented by: Andrea Castañeda, Superintendent

**Recommendation/Board Action**

For information only

**OREGON SCHOOL BOARDS ASSOCIATION  
RESOLUTION TO AMEND THE OSBA DUES SCHEDULE**

**Background/Discussion**

Members of the Oregon School Boards Association, of which Salem-Keizer Public Schools is a member, are periodically asked to vote on OSBA resolutions.

For OSBA's current election period, local school boards are asked to vote on the OSBA resolution to amend bylaws relating to composition of the Board of Directors as recommended by the OSBA Board of Directors.

Local school boards are asked to vote on the resolution in a meeting of their district's school board and submit the official outcome of the vote to OSBA by December 15, 2024.

**Recommendation/Board Action**

This resolution is presented for a first reading and will come before the board for action at the December 10, 2024, board meeting.



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## Resolution to Amend the OSBA Dues Schedule

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WHEREAS, the Oregon School Boards Association (OSBA) dues revenue as a percentage of OSBA's total revenues is declining. OSBA's dues revenue as a percentage of OSBA's operating costs to support the services OSBA provides to members is also declining;

WHEREAS, the percentage of dues revenue as a proportion of total association revenue has fallen 19.1 percent since the 1996-97 fiscal year to 6.4 percent of total association revenue. If dues do not increase, this percentage of total association revenue will continue to decline;

WHEREAS, the OSBA dues schedule has not increased since the 1998-99 fiscal year;

WHEREAS, OSBA retained The Coraggio Group to do an in-depth analysis of the value of the programs and services OSBA offers to its members and develop a 3-5 year sustainable business plan with member engagement;

WHEREAS, based on the survey data obtained by The Coraggio Group, OSBA members overwhelmingly agree that they receive great service for what they currently pay. Current annual member dues are as low as \$250. Given the costs associated with providing no cost or highly subsidized services available to members, \$250 is very low in comparison.

WHEREAS, The Coraggio Group in collaboration with OSBA staff, has recommended a phased increase in the dues schedule. This approach aims to provide financial stability for the organization and align the dues with other state associations, thereby enabling the association to continue offering its high-quality programs and services.

WHEREAS, the proposed dues increase, which was reviewed by the OSBA Finance Committee, and approved by the OSBA Board of Directors on June 15, 2024, supports the recommendation to amend the OSBA Dues Schedule.

THEREFORE, BE IT RESOLVED in recognition of the current financial situation of Oregon districts and the need for an OSBA dues adjustment, the OSBA Board of Directors recommends that the dues schedule be amended in a manner so that OSBA member school districts and education service districts (ESDs) paying more than \$1,500 annually will experience a dues increase of 15% annually for five consecutive years beginning in the 2025-2026 fiscal year. Beginning in the 2030-31 fiscal year, the dues will increase annually as a percentage in alignment with the Consumer Price Index;

THEREFORE, BE IT FURTHER RESOLVED, the OSBA Board of Directors recommends a membership dues floor be established at \$1,500 and a maximum dues rate of \$25,000 per fiscal year. For OSBA member school districts, ESDs, and community colleges who are below this floor, dues will increase \$250 per year until the floor is reached. For school districts and ESDs that reach the floor before the 2030-31 fiscal year, dues will increase by 15% per year until the 2030-31 fiscal year. Beginning in the 2030-31 fiscal year, dues for all school districts, ESDs, and community colleges will increase annually as a percentage in alignment with the Consumer Price Index.

BE IT FURTHER RESOLVED by the OSBA Board of Directors that the proposed amendments to the OSBA Dues Schedule be submitted to the membership for consideration during the 2024 OSBA election; and

BE IT FURTHER RESOLVED by the OSBA Board of Directors that the proposed amendments to the OSBA Dues Schedule and a copy of this resolution be forwarded to all OSBA member boards in accordance with the OSBA Board of Directors' adopted elections calendar.

*Submitted by: OSBA Board of Directors*

DISTRICT	24-25 DUES	25-26 DUES	26-27 DUES	27-28 DUES	28-29 DUES	29-30 DUES	30-31 DUES**
District Member 01 (under 100)*	\$ 250.25	\$ 500.25	\$ 750.25	\$ 1,000.25	\$ 1,250.25	\$ 1,500.00	\$ 1,560.00
District Member 02 (100-249)*	\$ 541.25	\$ 791.25	\$ 1,041.25	\$ 1,291.25	\$ 1,541.25	\$ 1,772.44	\$ 1,843.34
District Member 03 (250-499)*	\$ 778.00	\$ 1,028.00	\$ 1,278.00	\$ 1,528.00	\$ 1,757.20	\$ 2,020.78	\$ 2,101.61
District Member 04 (500-999)	\$ 1,420.50	\$ 1,633.58	\$ 1,878.61	\$ 2,160.40	\$ 2,484.46	\$ 2,857.13	\$ 2,971.42
District Member 05 (1000-1999)	\$ 2,503.00	\$ 2,878.45	\$ 3,310.22	\$ 3,806.75	\$ 4,377.76	\$ 5,034.43	\$ 5,235.80
District Member 06 (2000-2499)	\$ 3,450.00	\$ 3,967.50	\$ 4,562.63	\$ 5,247.02	\$ 6,034.07	\$ 6,939.18	\$ 7,216.75
District Member 07 (2500-3999)	\$ 5,952.75	\$ 6,845.66	\$ 7,872.51	\$ 9,053.39	\$ 10,411.40	\$ 11,973.11	\$ 12,452.03
District Member 08 (4000-4999)	\$ 7,035.00	\$ 8,090.25	\$ 9,303.79	\$ 10,699.36	\$ 12,304.26	\$ 14,149.90	\$ 14,715.89
District Member 09 (5000-9999)	\$ 8,658.25	\$ 9,956.99	\$ 11,450.54	\$ 13,168.12	\$ 15,143.33	\$ 17,414.83	\$ 18,111.43
District Member 10 (10000-25000)	\$ 10,823.00	\$ 12,446.45	\$ 14,313.42	\$ 16,460.43	\$ 18,929.49	\$ 21,768.92	\$ 22,639.68
District Member 11 (over 25000)***	\$ 18,940.00	\$ 21,781.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 26,000.00
						\$	-
ESD Membership Dues 01 (under 1000)*	\$ 473.75	\$ 723.75	\$ 973.75	\$ 1,223.75	\$ 1,473.75	\$ 1,694.81	\$ 1,762.61
ESD Membership Dues 02 (1000-2500)*	\$ 710.50	\$ 960.50	\$ 1,210.50	\$ 1,460.50	\$ 1,679.58	\$ 1,931.51	\$ 2,008.77
ESD Membership Dues 03 (2500-5000)*	\$ 947.00	\$ 1,197.00	\$ 1,447.00	\$ 1,664.05	\$ 1,913.66	\$ 2,200.71	\$ 2,288.73
ESD Membership Dues 04 (5000-7500)*	\$ 1,082.50	\$ 1,332.50	\$ 1,582.50	\$ 1,819.88	\$ 2,092.86	\$ 2,406.78	\$ 2,503.06
ESD Membership Dues 05 (7500-10000)	\$ 1,556.00	\$ 1,789.40	\$ 2,057.81	\$ 2,366.48	\$ 2,721.45	\$ 3,129.67	\$ 3,254.86
ESD Membership Dues 06 (10000-15000)	\$ 2,029.50	\$ 2,333.93	\$ 2,684.01	\$ 3,086.62	\$ 3,549.61	\$ 4,082.05	\$ 4,245.33
ESD Membership Dues 07 (15000-25000)	\$ 2,367.75	\$ 2,722.91	\$ 3,131.35	\$ 3,601.05	\$ 4,141.21	\$ 4,762.39	\$ 4,952.89
ESD Membership Dues 08 (25000-50000)	\$ 3,111.75	\$ 3,578.51	\$ 4,115.29	\$ 4,732.58	\$ 5,442.47	\$ 6,258.84	\$ 6,509.19
ESD Membership Dues 09 (above 50000)	\$ 4,667.50	\$ 5,367.63	\$ 6,172.77	\$ 7,098.68	\$ 8,163.49	\$ 9,388.01	\$ 9,763.53
State Board of Education	\$ 67.75	\$ 77.91	\$ 89.60	\$ 103.04	\$ 118.50	\$ 136.27	\$ 141.72
Community College Association****	\$ 4,601.00	\$ 8,851.00	\$ 13,101.00	\$ 17,351.00	\$ 21,601.00	\$ 25,500.00	\$ 26,520.00

\*Add \$250 annually until floor is reached, then increase 15% through year 5

\*\*Reflects an estimated CPI increase of 4%

\*\*\* \$25,000 cap prior to CPI

\*\*\*\*Reflects an increase of \$250 per year, per community college (17) annually until the community colleges reach the \$1,500 floor amount per college. (\$25,500)

**OREGON SCHOOL BOARDS ASSOCIATION  
RESOLUTION TO AMEND THE OSBA 2023 BYLAWS  
RELATING TO COMPOSITION OF THE BOARD OF DIRECTORS**

**Background/Discussion**

Members of the Oregon School Boards Association, of which Salem-Keizer Public Schools is a member, are periodically asked to vote on OSBA resolutions.

For OSBA's current election period, local school boards are asked to vote on the OSBA resolution to amend the OSBA 2018 bylaws as recommended by the OSBA Board of Directors.

Local school boards are asked to vote on the resolution in a meeting of their district's school board and submit the official outcome of the vote to OSBA by December 15, 2024.

**Recommendation/Board Action**

This resolution is presented for a first reading and will come before the board for action at the December 10, 2024, board meeting.



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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 public benefit corporation under Oregon Revised Statute Chapter 65 as of July 1, 2018;

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has been operating as an OSBA board appointed advisory committee since September 22, 2023; has a record of regular meetings; has draft bylaws; has identified goals that align with the mission, vision and goals of OSBA; has draft action plans; and a draft budget;

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee is ready to elect officers and their Leadership Assembly;

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has articulated its mission as follows: "To promote quality education for all students with an emphasis on the unique needs of LGBTQIA2S+ students, staff and board members.";

WHEREAS, OSBA's Board of Directors recognizes the importance of the Oregon LGBTQIA2S+ School Board Members Advisory Committee's mission and goals; and

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon School Board Members PRIDE Caucus (OSBM PRIDE) 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 an Oregon School Board Members PRIDE 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 2024 OSBA election; and

BE IT FURTHER RESOLVED that the draft bylaws 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 SCHOOL BOARD MEMBERS PRIDE CAUCUS  
OF THE OREGON SCHOOL BOARDS ASSOCIATION

DRAFT

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# ARTICLE 1

## CHARTER

The Oregon School Boards Association (the “OSBA”) exists solely to perform essential governmental functions and all 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 students, school staff and school board members who identify as part of the LGBTQIA2S+ communities.

To this end, The OSBA Board of Directors has formally recognized the Oregon School Board Members PRIDE 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 School Board Members PRIDE Caucus (OSBM PRIDE) of the Oregon School Boards Association (OSBA).

**2.2 Mission.** To promote quality education for all students with an emphasis on the unique needs of LGBTQIA2S+ students, staff and board members.

**2.3 Goals.**

**2.3.1** The implementation of ODE’s “Oregon LGBTQ2SIA+ Student Success Plan.”

**2.3.2** Promoting positive and effective relationships among LGBTQIA2S+ school board members, their communities, political leaders, partner organizations and OSBA.

**2.3.3** Building and increasing capacity of LGBTQIA2S+ school board members and support a pipeline for LGBTQIA2S+ people to run for school board seats.

**2.3.4** Serving as a resource.

**2.3.5** Developing, promoting, and advancing legislation to improve educational opportunities and outcomes for LGBTQIA2S+ students, staff and families.

**2.3.6** Equipping and advancing LGBTQIA2S+ board members to serve in the general OSBA leadership.

**2.3.7** Building capacity of the general board membership in understanding the issues of LGBTQIA2S+ people and inclusion.

## 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 identify as a member of the LGBTQIA2S+ communities. Caucus members may participate in all discussions, vote, and serve as an officer of the Caucus. Members must attend the meeting in person, via telephone, or via virtual meeting platform (e.g., Zoom) 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.

## 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 within Oregon, by virtual meeting platform, or a combination of the two, as designated by the President or the Executive Committee.

## **5.3 Notice.**

**5.3.1** Notice of every annual meeting of members, stating the time and place thereof, will be provided with an agenda no less than 15 days prior to such meeting.

**5.3.2** Notice of every regular or special meeting of members, stating the time and place thereof, shall be provided with an agenda no less than 10 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.

**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.

**5.8 Compliance with Open Meetings Laws.** The Caucus shall comply with the open meetings law requirements of ORS chapter 192 at every convening of its membership in which a quorum is required in order to make a decision or to deliberate toward a decision on any matter.

# **ARTICLE 6**

# CAUCUS LEADERSHIP COUNCIL

**6.1 Composition.** The Leadership Council of the Caucus shall include the President(s), Vice President, Secretary, Treasurer, Regional Directors and two Members of the Caucus.

**6.2 Term.** Leadership Council members shall serve a two-year term. The President may only serve one consecutive term. The 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.** Leadership Council members may be nominated by either the nominating committee or 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 in even 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. Two persons may share the position of President, or one person may serve as President and another as Vice President.

**6.4.2 Vice President.** In the absence of the President, the Vice President shall have and perform all the powers and duties of the President.

**6.4.3 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 two calendar years.

**6.4.4 Secretary.** The Secretary shall keep the minutes and records, maintain a roster of the current membership, 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.

**6.4.5 Treasurer.** The Treasurer shall have the responsibility for receiving and disbursing all funds related to the Caucus in coordination with the OSBA liaison. The 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.

**6.4.6 Regional Caucus Directors.** There shall be one Regional Director for each congressional district apportioned to Oregon for election at the Oregon general election held in the year of the Caucus' annual meeting. (For reference, there shall be six Regional Directors starting in 2025.) The Regional Directors shall live in the region which they represent. The Regional Directors shall report issues from their region to the Caucus and shall perform other duties assigned by the Executive Committee. The regions shall be based on Oregon's congressional districts.

**Future positions:**

**6.4.7 At-Large Members.** There shall be two At-Large Directors.

**6.5 Resignation.** A Leadership Council member may resign by filing a written resignation with the President or Secretary 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 officers at the next regular or special meeting.

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

## ARTICLE 7

### EXECUTIVE COMMITTEE

**7.1 Composition.** There shall be an Executive Committee made up of the President(s), Vice President, Immediate Past President, Secretary, and 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) The Executive Committee shall act as the Nominating Committee and nominate a candidate for each office of the Caucus. A nominating committee report will be included in the notice of the annual meeting of the membership.

**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 may use the guidance of Robert's Rules of Order for all procedures. 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 or Executive Committee may establish committees of two or more members to serve at the discretion of the President or the Executive Committee. These committees may consist of such persons and perform such duties as the President designates from time to time. 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 Executive Committee.

## **ARTICLE 9**

### **SEAT ON THE OSBA'S BOARD OF DIRECTORS**

The Caucus shall appoint one officer from the Leadership Council to serve as liaison to the OSBA Board of Directors and to be a member of the OSBA Board of Directors. The appointee must be an elected or appointed member of any public board of education in Oregon and an active member in good standing with the Association.

## **ARTICLE 10**

### **GENERAL PROVISIONS**



## **10.1 Amendment of Bylaws**

**10.1.1** Bylaws may be altered, amended, or replaced by the members of Caucus as approved by voting members at the annual meeting by a majority vote.

**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.

## **10.2 Seat on OSBA'S Legislative Policy Committee (LPC)**

**10.2.1** The Caucus shall appoint one caucus member to serve as liaison to the OSBA Legislative Policy committee and to be a member of the LPC. The appointee must 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.

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*The foregoing charter was adopted by the active membership of OSBM PRIDE on August 10, 2024.*

**OREGON SCHOOL BOARDS ASSOCIATION  
RESOLUTION TO AMEND THE OSBA 2023 BYLAWS  
AS RECOMMENDED BY THE BOARD OF DIRECTORS**

**Background/Discussion**

Members of the Oregon School Boards Association, of which Salem-Keizer Public Schools is a member, are periodically asked to vote on OSBA resolutions.

For OSBA's current election period, local school boards are asked to vote on the OSBA resolution to amend the OSBA 2023 bylaws as recommended by the OSBA Board of Directors.

Local school boards are asked to vote on the resolution in a meeting of their district's school board and submit the official outcome of the vote to OSBA by December 15, 2024.

**Recommendation/Board Action**

This resolution is presented for a first reading and will come before the board for action at the December 10, 2024, board meeting.



### Resolution to Amend the OSBA 2023 Bylaws

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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;

WHEREAS, in 2017, through a vote of the OSBA membership, OSBA was incorporated under ORS chapter 65 as a public benefit non-profit corporation and the OSBA bylaws replaced the OSBA constitution;

WHEREAS, in 2018, through a vote of the OSBA membership, the OSBA bylaws were amended to expand the OSBA board of directors and legislative policy committee with representatives from the Oregon school board members of color caucus;

WHEREAS, in 2023, through a vote of the OSBA membership, the OSBA bylaws were amended to expand the OSBA board of directors and legislative policy committee with representatives from the Oregon rural school board members caucus and additional revisions to the bylaws;

WHEREAS, in 2024, the OSBA board of directors reviewed the OSBA bylaws and proposes to amend the OSBA bylaws as reflected in the attached draft OSBA bylaws with changes highlighted in the attached draft OSBA bylaws crosswalk document; and

WHEREAS, the substantive changes to the draft OSBA bylaws are the following:

- Allowing caucuses to have an additional director on the OSBA board of directors in the circumstance where the OSBA president or immediate past president is a director from a caucus. This revision is intended to provide the same opportunity for representation for caucuses as is currently provided to regionally elected directors.
- Clarify that OSBA board of directors must comply with the Oregon government ethics laws with respect to conflicts-of-interest.
- Require OSBA caucuses to submit an annual year end fiscal report to the OSBA board of directors.
- Create officer eligibility criteria that requires candidates for officer positions and directors in officer positions to be voting members of the OSBA board of directors.
- Expand the OSBA board of directors and legislative policy committee with representatives from the Oregon school board members PRIDE caucus.
- Edits to grammar, punctuation, and language for readability.

THEREFORE, BE IT RESOLVED by the OSBA board of directors that the proposed draft OSBA bylaws be submitted to the membership for consideration during the 2024 OSBA election; and

BE IT FURTHER RESOLVED that the proposed draft OSBA bylaws, the draft OSBA bylaws crosswalk document and a copy of this resolution be forwarded to all OSBA member boards in accordance with the OSBA board of directors' adopted elections calendar.

**Submitted by: OSBA Board of Directors**



# BYLAWS

As Amended by the Membership: December 2023

Proposed Edits: September 14, 2024

## SECTION 1 PURPOSE

The Oregon School Boards Association (the “Association” or “OSBA”) 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:

- A. To work for the general advancement and improvement of the education of all public school children of the State of Oregon.
- B. To gather and disseminate information pertinent to the successful operation of public schools.
- 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.
- D. To work for adequate and dependable financial support for the public schools of this state.
- 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.
- F. To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.
- G. To study and interpret educational programs and to relate them to the needs of pupils.
- H. To promote public understanding of the role of school boards and school board members in the improvement of education.
- I. To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.
- J. To endeavor to implement the policies, beliefs, and resolutions of the Association members and board of directors.
- 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.
- 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 except as set forth in Section 3.8;

2.3.2 Election and removal of the Legislative Policy Committee ("LPC") members except as set forth in Section 4.1.3(g);

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 of 39,000.1 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 30~~th~~. 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 counties 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.

2.6.2 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.

2.6.23 Regional elections shall be determined ~~taken~~ by a majority of votes cast by members within 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. ~~115.~~
- 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, and any other officer or person whom the president may designate, shall report on the state of the Association, ~~the its~~ activities, and its 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 any annual or special meeting of the membership, or conduct the meetings through, the 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 the Association will deliver a written ballot to every member entitled to vote on the matter. Once delivered, a written ballot may not be revoked.
- 2.13 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.
- ~~2.13.114~~ Approval:** With the exception of approving amendments to the Association's bylaws, which is as outlined in Section 7.1 ~~of these bylaws~~, and with the exception of regional elections outlined in 2.6.3, approval by written ballot is effective ~~when~~ at the end of the voting period when:
- (a) The number of votes cast by ballot equals or exceeds a quorum of the members; and
  - (b) 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. ~~23,~~ all corporate powers shall be exercised by or under the authority of ~~and the affairs of, are managed under the direction of~~ 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 25 persons. The number of directors may be fixed or changed periodically, within the minimum<sup>7</sup> and maximum<sup>2</sup> 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 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~~<sup>22</sup> regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, ~~and~~ one designated director as defined in the bylaws of the Oregon Rural School Boards Members Caucus, ~~and one designated director as defined in the bylaws of the -Oregon school board members PRIDE caucus and ex-officio nonvoting members advisors 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 i~~ 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.

(a) The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. 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.

(b) 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.

(c) 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 ~~cast by the~~ members within the region shall be elected.

~~(a)~~(d) In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second regional 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-Caucus~~ Representatives. In accordance with their bylaws, caucuses of OSBA shall appoint a representative of the Caucus to serve as a director of the Association. The representative must be an elected or appointed member of any public board of education in Oregon ~~who that~~ 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.

If the president or immediate past president of the board of directors is a representative director from a caucus, then the caucus shall elect an additional director to serve for the duration of the president and/or the immediate past president's term.

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~~ Executive Director of the Confederation Coalition of School Administrators;
- (e) The ~~board section president~~ Chair-Elect 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 that~~ the board of directors may appoint.

Ex-officio advisors do not attend executive sessions of the board of directors unless they hold a separate position that entitles them to attend executive session, or they are invited to attend by the board of directors.

Ex officio advisors are not eligible for travel reimbursement from OSBA unless they hold a separate position for which travel reimbursement is provided.

**3.6 Vacancies.** In the event that any director position, other than the president or immediate past president serving as a second director for a region as set out in Section 3.5.1(e), 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.

All appointed interim directors must run for regional election during the next election cycle following appointment in order to be eligible to continue service on the board of directors past December 31 of the election year. 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, then the caucus shall, as set forth in Section 3.5.3, appoint a new caucus 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 Regular 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. The board of directors may schedule additional regular meetings to occur during a calendar year. ~~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.

**3.10 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. All directors shall be officially notified of a special meeting by written notice delivered personally, by telephone, or electronic mail 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. No matter may be considered at a special meeting other than the matter(s) specified in the notice.

**3.11 Place of Meetings.** The board of directors may hold annual, regular, or special meetings at any location in the State of Oregon.

**3.12 Telephonic/Video Meetings.** The board of directors may conduct meetings through the use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A director participating in the meeting by this means is deemed to be present at the meeting.

**3.1013 Notice of Meetings.** All ~~members~~ directors 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 of meetings shall ~~also~~ comply with all procedures and include any information as required by ORS Chapter 192.

**3.1114 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.

**3.1215 Quorum.** A quorum of the board of directors shall consist of a majority of the number of directors in office at the time the meeting begins.

**3.1316 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.

**3.1417 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.

**3.1518 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.

**3.1619 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 the~~ 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 the five officers of the board of directors: the president as chairman ~~and as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws~~, the president-elect, the vice president, the secretary-treasurer, and the immediate past president. The executive committee ~~may act, pursuant to its delegation delegated~~ of authority to ~~such committee by the board of directors, act~~ 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 ~~of directors by mail, email, on a timeframe consistent with the seriousness and urgency of the matter and within two weeks if practicable. Additionally, executive committee actions will be reported~~ ~~or~~ at the next regular 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 President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, the Association secretary/treasurer and vice president, one ~~Association board director trustee~~ from the PACE board, one district business official, and one at-large board member.

~~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. The trustee from the PACE board is recommended by the PACE Board of trustees, appointed by the President, subject to approval by the Board, and will serve a two-year term, with no term limits. The district business official and the at-large board member will be recommended by OSBA staff, appointed by the President, subject to approval by the Board, will serve two-year terms, with no term limits, and staggered start dates starting in January.~~

The finance committee shall operate within the corporation's investment guidelines and the Finance Committee ~~e~~Operating ~~g~~Guidelines.

4.1.3 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 and 2.5. 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, the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, ~~and the~~ regional representatives elected under the procedures defined in Section 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 one designated~~

voting member as defined in the bylaws of the Oregon Rural School Boards Members Caucus, and one designated voting member as defined in the bylaws of the Oregon school board members PRIDE caucus. All committee members must be elected or appointed directors of a member as defined in Section 2.1. The vice president of the board of directors shall chair the LPC.

~~(b)~~(c) Qualifications. LPC representatives must serve on the board of a member of the Association throughout the duration of their term.

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

~~(d)~~(e) Election. Each LPC member shall be elected by majority of member boards of a region. Each member in a region shall have one vote in the regional elections for the LPC representative. The LPC representative candidate receiving a majority of the votes cast by the members within the region shall be elected. Each region shall elect the number of LPC members as described in Section 3.5, without regard to Section 3.5.1 ~~(de)~~. Such elections shall be held using the procedures described in Section 3.5.2.

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

~~(e)~~(g) 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 Restated Trust Agreement, the PACE trustees shall nominate trustee candidate(s) to 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.~~

~~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 ~~Caucuses shall~~ clearly articulate the vision, mission, and goals of the Caucus.

4.4.2 ~~Caucuses shall~~ adopt bylaws for operating, programming, and governing within the context of the Association bylaws described herein.

4.4.3 ~~Caucuses shall~~ comply with Association policies and guidelines.

4.4.4 Caucuses shall be added or eliminated to this provision through the bylaw's amendment process described in Section 8.1~~these bylaws~~.

4.4.5 Caucuses shall submit an end of fiscal year report to the Board of Directors that includes the following:

4.4.5.1 The caucus is meeting regularly;

4.4.5.2 An accounting of the prior year's budget allocation;

4.4.5.3 Identified officers and current bylaws;

4.4.5.4 A summary of the Caucus current goals, the prior year's Caucus activities that support those goals, and how the Caucus goals align with the mission, vision, and goals of OSBA.

The end of fiscal year report will be submitted at the first regularly scheduled board of directors meeting following the end of the fiscal year.

4.4.56 The Oregon School Board Members of Color Caucus was established by a vote of the membership in 2018.

4.4.57 ~~With the adoption of this section, t~~The Oregon Rural School Boards Members Caucus ~~is~~  
was established by a vote of the membership in 2023.

4.4.8 The Oregon school board members PRIDE caucus was established by a vote of the membership in 2024.

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 **Eligibility.** Effective January 1, 2026, to hold an officer position on the Board of Directors other than the immediate past president, candidates and officers must be a voting member of the OSBA Board of Directors.

5.12 **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.

5.23 **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.

5.34 ~~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~~completes ~~athe~~ term ~~for~~of another officer who was unable to complete ~~atheir~~ term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms.

### 5.5 Compensation

~~Directors and members of committees~~Officers may receive reimbursement of such expenses as may be determined by resolution of the board of directors to be just and reasonable. ~~Directors~~  
Officers shall not otherwise be compensated for service in their capacity as ~~directors~~officers.

5.46 **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.



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

- 5.57.1 President: The president shall preside at all member meetings of the Association and of the board of directors; shall appoint ~~any committees~~ positions not otherwise designated in these bylaws or OSBA adopted policy, subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be an ex-officio voting member of all committees established under sections 4.1 and 4.2 of these bylaws. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one calendar year.
- 5.57.2 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.
- 5.57.3 Vice president: In the absence of the president-elect, the vice president 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.
- 5.57.4 Secretary-treasurer: The secretary-treasurer shall be responsible for keeping ~~in a suitable minute book~~ accurate minutes of all board of director meetings in electronic format in accordance with OSBA's record retention schedule; 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~~ approved by the board of directors; 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.
- 5.57.5 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.
- ~~5.57.6 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 identity, race, creed, marital status, sex, sexual orientation, religion, color, age, disability, or national origin.

## SECTION 7 OSBA PROPERTY AND CASUALTY FOR EDUCATION TRUST

PACE Trustees. The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE") as provided in ~~As per the PACE Restated Trust Agreement. ,the PACE trustees shall nominate trustee candidate(s) to 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.~~

It is the policy of OSBA with respect to PACE trustees taking office on or after January 1, 2023, that such trustees will be appointed to no more than ~~may serve~~ three consecutive three-year terms and, if eligible, may return after a one-year hiatus.

## SECTION ~~7~~8 GENERAL PROVISIONS

### ~~78~~8.1 Amendment of Bylaws.

- ~~78~~8.1.1 Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors.
- ~~78~~8.1.2 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.
- ~~78~~8.1.3 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.
- ~~78~~8.1.4 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.
- ~~78~~8.1.5 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.
- ~~78~~8.1.6 Whenever an amendment or new bylaw is adopted, it shall be ~~copied in the minute book~~saved in electronic format in accordance with OSBA's record retention schedule 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.

### ~~78~~8.2 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.

- 78.3 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.
- 78.4 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.
- 78.5 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.
- 78.6 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.
- 78.7 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.
- 78.8 Fiscal Year.** The fiscal year of the Association shall begin on the first day of July and end on the last day of June in each year.
- 78.9 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.

\* \* \* \* \*

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 15, 2023. 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.

# 2024 OSBA Proposed Bylaw Amendments Summary

*New language is in red; deleted language is struck.*

*Edits solely to punctuation, numbering, or document references have not all been included.*

Section	Proposed Language	What changed?
1	The Oregon School Boards Association (the “Association” <b>or “OSBA”</b> ) 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.	Non-substantive change. The “Association” and “OSBA” are used interchangeably throughout the document. Clarifying that the “Association” and “OSBA” are interchangeable and have the same meaning.
2.1.1	<del>Local</del> School District as defined under ORS Chapter 332;	Non-substantive change. Delete the word “local” to conform with ORS 332 as the statute refers to “School District” not “Local School District.”
2.3.1	Election and removal of directors <b>except as set forth in Section 3.8;</b>	Non-substantive change. Added cross reference to related Section 3.8.
2.3.2	Election and removal of the Legislative Policy Committee (“LPC”) members <b>except as set forth in Section 4.1.3(g);</b>	Non-substantive change. Added cross reference to related Section 4.1.3(g).
2.3.3(b)	(b) Modification to the region descriptions set forth in Section 2.6.1; and <del>the</del>	Non-substantive change. Remove unnecessary word.
2.5.1	Such resolutions shall be submitted to the board of directors no later than September 30 <del>th</del> .	Non-substantive change. Remove unnecessary letters.
2.5.2	<del>The board of directors may call a special meeting of members under Section 2.9, as necessary.</del>	Non-substantive change. Deleted since it is duplicative with Section 2.9.
2.6.1(g)	(g) Clackamas Region includes all of the members located in the county <del>ies</del> of Clackamas and Hood River.	Non-substantive change. Correct spelling error.
2.6. <del>2</del> 3	Regional elections shall be <del>taken</del> <b>determined</b> by a majority of votes <b>cast by members within</b> the <del>members within the</del> region.	Non-substantive change. Word clean up for readability.
2.7	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. <del>4</del> <b>5</b> .	Non-substantive change. Insert correct section citation.
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; <b>and</b> any other officer or person whom the president may designate, shall report on the state of the Association, <del>the</del> <b>its</b> activities, and <b>its</b> financial condition <del>of the Association</del> .	Non-substantive change. Word clean up for readability.

# 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
2.10	Telephonic/Video Meetings. The board of directors may permit any member to participate in any annual or special meeting <b>of the membership</b> , or conduct the meetings through; <b>the</b> 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 <del>in person</del> at the meeting.	Non-substantive change. Specify meetings “of the membership” since this section falls under the “Section 2 Membership” section and add a similar provision under “Section 3 Directors” titled “3.12 Telephonic/Video Meetings” that allows the board of directors to conduct meetings by telephone and video means in accordance with ORS 192.670.
2.11	Place of Meetings. Meetings of the members shall be held at any place, <del>in or out of</del> 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.	Non-substantive change. OSBA board meetings must take place in Oregon in accordance with ORS 192.630 (4)(a).
<del>2.13.1</del> 2.14	Approval: With the exception of approving amendments to the Association’s bylaws, <del>which is</del> <b>as</b> outlined in Section 7.1 <del>of these bylaws</del> , <b>and with the exception of regional elections outlined in 2.6.3</b> , approval by written ballot is effective <del>when</del> <b>at the end of the voting period when:</b>	Non-substantive change. Word clean up for readability. Also added reference to related provision 2.6.3.
3.1	Powers. Except as provided under Section 2.2 <del>3</del> , all corporate powers shall be exercised by or under the authority of <del>and the affairs of, are managed under the direction of</del> the board of directors.	Non-substantive change. Word clean up for readability.
3.5	Composition. The board of directors will be comprised of up to <del>23</del> <b>22</b> 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 <b>Members Caucus, and one designated director as defined in the bylaws of the Oregon school board members PRIDE caucus</b> <del>and ex-officio nonvoting members advisors as delineated in Section 3.5.4.</del>	<p>Non-substantive change. Change 23 to 22 as there are 22 regionally elected directors set forth in section 2.6.1 not 23, plus one director from the Color Caucus and one director from the Rural Caucus, for a total of 23 directors. There are 20 board positions. If the criteria listed in 3.5.1(e) is met, 22 regionally elected directors may be allowed.</p> <p>Non-substantive change. Amend “ex-officio member” to “ex-officio advisor” to make the language consistent with 3.5.4 that refers to ex-officio “advisors.”</p> <p>Substantive change. Add a designated director from the PRIDE caucus to the OSBA board of directors.</p> <p>Non-substantive change. Delete Ex-officio advisors since they do not fall under the definition of board of directors and are described in 3.9.</p>

## 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
3.5.1(e)	<p><del>Provided, however, that</del> 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.</p>	Non-substantive change. Word clean up for readability.
3.5.2	<p>Regional Election.</p> <p>(a)The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. <b>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.</b></p> <p>(b)Each regional candidate for a director position shall be nominated by a member within the region by means of a nomination form. <del>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.</del> 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.</p> <p>(c) 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 <del>of</del> <b>cast by</b> the members <b>within the region</b> shall be elected.</p> <p><del>(a)</del><b>(d)</b>In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second <b>regional</b> ballot shall be required between the two candidates receiving the highest number of votes; the one receiving a majority of the votes is elected.</p>	<p>Non-substantive change. Language moved to (a) from (b) because it makes more sense in (a).</p> <p>Non-substantive change. Word clean up in sections (c) and (d)for readability.</p>

## 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
3.5.3	<p><del>Designated</del> <b>Caucus</b> Representatives. In accordance with their bylaws, caucuses of OSBA shall appoint a representative of the Caucus to serve as a director of the Association. The representative must be an elected or appointed member of any public board of education in Oregon <del>who</del> <b>that</b> 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.</p> <p><b>If the president or immediate past president of the board of directors is a representative director from a caucus, then the caucus shall elect an additional director to serve for the duration of the president and/or the immediate past president's term.</b></p>	<p>Substantive change. If the president or immediate past president of the board is a representative director from a caucus that elects only one director, that caucus shall elect an additional director to serve for the duration of the president and/or immediate past president's term. This would provide a caucus with the same opportunity as provided to regionally elected directors in section 3.5.1(e).</p>

# 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
3.5.4	<p>Ex-Officio. The following individuals or their designee may serve as ex-officio, nonvoting, advisors to the board of directors:</p> <p>(a) Any director of the National School Boards Association elected from Oregon;</p> <p><del>(b) Any officer of the National School Boards Association, National School Boards Advocacy Committee, or an officer of the NSBA Pacific Region.</del></p> <p><del>(c) The immediate past president of the Oregon Association of School Executives;</del></p> <p>(d) The <del>immediate past president</del> <b>Executive Director</b> of the <del>Confederation</del> <b>Coalition</b> of School Administrators;</p> <p>(e) <del>The board section president</del> <b>Chair-Elect</b> of the Oregon Association of Education Service Districts;</p> <p>(f) <del>The board section</del> president of the Oregon Community College Association;</p> <p>(g) The chair of the State Board of Education; and</p> <p>(h) Any other person <del>as</del> <b>that</b> the board of directors may appoint.</p> <p><b>Ex-officio advisors do not attend executive sessions of the board of directors unless they hold a separate position that entitles them to attend executive session or they are invited to attend by the board of directors.</b></p> <p><b>Ex officio advisors are not eligible for travel reimbursement from OSBA unless they hold a separate position for which travel reimbursement is provided.</b></p>	<p>Non-substantive change in (b), (c), (d), (e) and (h) for readability and to reflect the titles of the positions actually serving as ex-officio advisors.</p> <p>Non-substantive change under (h). Clarifying that ex-officio advisors only attend executive sessions of the board unless they hold a separate position that entitles them to attend executive session or they are invited to attend by the board of directors.</p> <p>Substantive change under (h). Providing that ex-officio advisors are not eligible for travel reimbursement from OSBA unless they hold a separate position for which travel reimbursement is provided.</p>



# 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
3.6	<p>Vacancies. In the event that any director position, other than the <b>president or immediate past president serving as a second director for a region as set out in Section 3.5.1(e)</b>, 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.</p> <p>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.</p> <p><b>All appointed interim directors must run for regional election during the next election cycle following appointment in order to be eligible to continue service on the board of directors past December 31 of the election year.</b> 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.</p>	<p>Non-substantive change. Add that all appointed interim directors must run for election during the next “election cycle following appointment” because earlier in section 3.6 it says the director is appointed to serve until December 31.</p> <p>Non-substantive change. Add language for clarification - Added “president” to first paragraph in addition to the immediate past president and clarify that the board will fill any vacancies by appointment except in the situation where the president or past president have a second person from their region on the board pursuant to Section 3.5.1(e). Non-substantive change. Add clarifying language to the third paragraph to indicate that appointed directors who wish to continue past December 31 must run for election.</p>
3.9	<p><b>Regular Meetings.</b> An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. <b>The board of directors may schedule additional regular meetings to occur during a calendar year.</b> <del>If the time and place of any other director' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting.</del> All other meetings are special meetings.</p>	<p>Non-substantive change. Create separate provisions (3.9 and 3.10) for regular meetings and special meetings since there are different requirements for the two different meeting types.</p> <p>Non-substantive change. Add language making it clear that the board can set a schedule regular board meetings in addition to the annual meeting.</p>
3.10	<p><b>Special Meetings.</b> 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. <b>All directors shall be officially notified of a special meeting by written notice delivered personally, by telephone, or electronic mail 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. No matter may be considered at a special meeting other than the matter(s) specified in the notice.</b></p>	<p>Non-substantive change. Create a new paragraph discussing special meetings separate from regular meetings. Add language regarding special meetings for clarity. Added language comes from the old section 3.10, newly 3.13.</p> <p>Non-substantive change. Add language to clarify that topics cannot be added to special meetings other than the topics noticed.</p>

## 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
3.11	<b>Place of Meetings.</b> The board of directors may hold annual, regular, or special meetings at any location in the State of Oregon.	Non-substantive change. Create a new paragraph titled “Place of Meetings” to specify that OSBA board meetings must take place in Oregon in accordance with ORS 192.630 (4)(a).
3.12	<b>Telephonic/Video Meetings.</b> The board of directors may conduct meetings through the use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A director participating in the meeting by this means is deemed to be present at the meeting.	Non-substantive change. Create a new paragraph titled “Telephonic/Video Meetings” that matches section 2.10 meetings of the membership and complies with ORS 192.670.
<del>3.10</del> 3.13	Notice of Meetings. All <del>members</del> <b>directors</b> 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 <b>of meetings</b> shall <del>also</del> comply with all procedures and include any information as required by ORS Chapter 192.	Non-substantive change. Replace “members” with “directors” because it appears to be a typo if you keep reading the sentence.
<del>3.16</del> 3.19	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 <del>its members and</del> <b>the</b> directors of the current Conflict of Interest policy. <del>Each director shall annually complete and return a Conflict of Interest Statement.</del>	Substantive change. Remove requirement that the members be notified annually of the conflict-of-interest policy since it is not legally required and OSBA members should be independently aware of Oregon conflict of interest law. Also remove requirement that OSBA board of directors to complete and return a conflict of interest statement since that is not legally required and OSBA board directors have independent responsibility for declaring potential and actual conflicts.

## 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
4.1.1	<p>Executive Committee. The executive committee shall consist of <del>the</del> <b>five</b> officers of the board of directors: the president as chairman <del>and as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws</del>, the president-elect, the vice president, the secretary-treasurer, and the immediate past president. The executive committee <del>may act, pursuant to delegation of</del> <b>is delegated</b> authority to <del>such committee by the board of directors</del>; <b>act</b> 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 <b>of directors</b> <del>by mail, email, or</del> <b>on a timeframe consistent with the seriousness and urgency of the matter and within two weeks if practicable. Additionally, executive committee actions will be reported</b> at the next <b>regular</b> board meeting.</p>	<p>Non-substantive change. Add that President is an ex-officio voting member pursuant to 5.5.1 of the Bylaws.</p> <p>Non-substantive change. Clarify language so that it is clear the executive committee can act on behalf of the board, when necessary, between board meetings. This amendment aligns with previous interpretation of this provision.</p> <p>Non-substantive change. Requires executive committee to report to the board on a timeframe consistent with the materiality and urgency of the matter and within two weeks if practicable. Additionally requires the executive committee to report their actions at the next regular board meeting.</p>

# 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
4.1.2	<p>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, <b>the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws</b>, the Association secretary/treasurer and vice president, one <del>Association board director</del> <b>trustee</b> from the PACE board, one district business official, and one at-large board member.</p> <p><del>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. The trustee from the PACE board is recommended by the PACE Board of trustees, appointed by the President, subject to approval by the Board, and will serve a two-year term, with no term limits. The district business official and the at-large board member will be recommended by OSBA staff, appointed by the President, subject to approval by the Board, will serve two-year terms, with no term limits, and staggered start dates starting in January.</del></p> <p>The finance committee shall operate within the corporation’s investment guidelines and the Finance Committee <del>o</del>Operating <del>g</del>Guidelines.</p>	<p>Non-substantive change. Add that President is an ex-officio voting member pursuant to 5.5.1 of the Bylaws.</p> <p>Non-substantive change. Clarify language regarding who has a two-year term because President and Secretary/Treasurer will only have one year term in alignment with their positions on the board.</p> <p>Non-substantive change. Clarify that a trustee from the PACE board serves on the finance committee. Existing language is confusing.</p>
4.1.3(b)	<p>Composition. The LPC shall be composed of the voting members of the board of directors <del>and the</del>, <b>the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws</b>, regional representatives elected under the procedures defined in <b>Section 4.1.3(c) and (e)</b>, <del>and</del> one designated voting member as defined in the bylaws of the Oregon School Board Members of Color Caucus, <del>and</del> <b>one designated voting member as defined in the bylaws of the Oregon Rural School Board Members Caucus, and one designated voting member as defined in the bylaws of the Oregon school board members PRIDE caucus</b>. All committee members must be elected or appointed directors of a member <b>as defined in Section 2.1</b>. The vice president of the board of directors shall chair the LPC.</p>	<p>Non-substantive change. Create separate section for “Composition” for ease of reading. Add that President is an ex-officio voting member pursuant to 5.5.1 of the Bylaws.</p> <p>Substantive change. Add a designated voting member from the Oregon school board members PRIDE caucus.</p>

# 2024 OSBA Proposed Bylaw Amendments Summary

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Section	Proposed Language	What changed?
4.1.3(c)	<b>Qualifications. LPC representatives must serve on the board of a member of the Association throughout the duration of their term.</b>	Non-substantive change. Create section for “Qualifications” for ease of reading. Make it clear that an LPC representative must be on a member school board in order to serve as an elected representative of the LPC.
4.1.3(d)	Nomination. The board of directors shall cause the nomination form to be distributed to all members in eligible regions. <del>A member may</del> <b>To</b> nominate a candidate to the LPC <del>and shall do so by, 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 timely submission of the nomination form(s) to the office of the Association and the completed nomination form(s).</del> Nominations in regions where there is more than one representative position shall indicate the numbered position for which the nomination is being submitted. <del>The N</del> <b>nominations will be closed by a date identified in and election of the LPC representatives shall be in accordance with</b> the elections calendar adopted by the board.	Non-substantive change. Create section for “Nomination” for ease of reading. Other changes for ease of reading.
4.1.3(e)	Election. <del>Each LPC member shall be elected by majority of member board of a region.</del> <b>Each member in a region shall have one vote in the regional elections for the LPC representative. The LPC candidate receiving a majority of the votes cast by the members within the region shall be elected.</b> Each region shall elect the number of LPC members as described in Section 3.5, without regard to Section 3.5.1( <del>e</del> ). Such elections shall be held using the procedures described in Section 3.5.2.	Non-substantive change. Create section for “Election” for ease of reading. Other changes for ease of reading.
4.1.4	<del>PAGE Trustees: The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust (“PAGE”). As per the PAGE Restated Trust Agreement, the PAGE trustees shall nominate trustee candidate(s) to the OSBA board of directors. If the list of candidates is not acceptable by the board of directors, the PAGE trustees will continue to submit nominated candidate(s) for consideration until accepted by the board of directors. (a) PAGE 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.</del>	Housekeeping. Move PACE to its own section (new section 7) since PACE is a trust with its own trust governing document and is not appropriately placed under the “Committee” heading.
4.4.4	Caucuses shall be added or eliminated to this provision through the <del>bylaw’s</del> <b>amendment process described in these bylaws Section 8.1.</b>	Non-substantive change. Identifies the bylaws section that addresses adding and eliminating caucuses for clarity.

# 2024 OSBA Proposed Bylaw Amendments Summary

*New language is in red; deleted language is struck.*

*Edits solely to punctuation, numbering, or document references have not all been included.*

Section	Proposed Language	What changed?
4.4.5	<p>Caucuses shall submit an end of fiscal year report to the Board of Directors that includes the following:</p> <p>4.4.5.1 The caucus is meeting regularly;</p> <p>4.4.5.2 An accounting of the prior year’s budget allocation;</p> <p>4.4.5.3 Identified officers and current bylaws;</p> <p>4.4.5.4 A summary of the Caucus current goals, the prior year’s Caucus activities that support those goals, and how the Caucus goals align with the mission, vision, and goals of OSBA.</p> <p>The end of fiscal year report will be submitted at the first regularly scheduled board of directors meeting following the end of the fiscal year.</p>	<p>Substantive change. Added new section outlining an annual report that must be submitted by each caucus to the full board for accountability purposes. The report contents for this new annual report came from the OSBA board adopted guideline titled "Adding or Eliminating a Caucus."</p>
4.4.57	<p><del>With the adoption of this section, the</del> The Oregon Rural School Board <del>Members</del> Caucus <del>is</del> was established by a vote of the membership in 2023.</p>	<p>Non-substantive change. Added historical details to match language about the color caucus in section 4.4.56.</p>
4.4.8	<p>The Oregon school board members PRIDE caucus was established by a vote of the membership in 2024.</p>	<p>Substantive change. Changes bylaws to establish the PRIDE caucus.</p>
5.1	<p>Eligibility. Effective January 1, 2026, to hold an officer position on the Board of Directors other than the immediate past president, candidates and officers must be a voting member of the OSBA Board of Directors.</p>	<p>Substantive change. Under the current version of the OSBA bylaws, anyone is eligible to serve as an OSBA officer, there are currently no qualification criteria. This section would require a candidate for an officer position and OSBA directors in officer positions to be a voting member of the OSBA board in order to serve in an officer position.</p>
5.12	<p>Appointment. The board of directors shall elect officers by majority vote <del>at least 10 days</del> prior to the November member meeting.</p>	<p>Substantive change. Remove 10 day requirement because it is unnecessary.</p>
5.34	<p><del>Compensation and</del> 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 <del>completed a</del> completes the term for of another officer who was unable to complete <del>a</del> their term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms.</p>	<p>Non-substantive change. Move “Compensation” to its own section separate from “Term of Office” for ease of reading.</p>
5.5	<p><del>Compensation. Directors and members of committees</del> Officers may receive reimbursement of such expenses as may be determined by resolution of the board of directors to be just and reasonable. <del>Directors</del> Officers shall not otherwise be compensated for service in their capacity as <del>directors</del> officers.</p>	<p>Non-substantive change. Create stand-alone section for “Compensation,” for ease of reading. Also specify that this provision applies to officers not other board directors as this is in the “Officer” section. Board of Directors reimbursement is found in 3.15 (new 3.18) so nothing is being eliminated, this is just section cleanup.</p>

## 2024 OSBA Proposed Bylaw Amendments Summary

*New language is in red; deleted language is struck.*

*Edits solely to punctuation, numbering, or document references have not all been included.*

Section	Proposed Language	What changed?
5.57.1	President: The president shall preside at all member meetings of the Association and of the board of directors; shall appoint; <b>any committees-positions in accordance with these bylaws and OSBA board adopted policy,</b> subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be <b>an</b> ex-officio voting member of all committees <b>established under sections 4.1 and 4.2 of these bylaws.</b>	Non-substantive change. Language clean up for readability. Added references to related bylaws provisions
5.57.4	Secretary-treasurer: The secretary-treasurer shall be responsible for keeping <del>in a suitable minute book</del> accurate minutes of all board of director meetings <b>in electronic format in accordance with OSBA's record retention schedule;</b> shall carry on official correspondence of the Association; shall arrange for proper banking facilities; <del>and</del> 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 <del>read</del> <b>approved by the board of directors;</b> 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.	Non-substantive change. Delete reference to a "minute book" as OSBA does not keep a "minute book" and it is not legally required, update language to reflect what OSBA is doing to comply with the record retention law.
5.5.6	<del>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.</del>	Non-substantive change. The assistant to the secretary-treasurer is not an OSBA officer so should not be listed as such. Bylaws section 5.5.4 already authorizes the secretary-treasurer to delegate to the executive director or other designated staff member.
6	The Association shall not discriminate in providing services, hiring employees, or otherwise, upon the basis of gender <b>identity,</b> race, creed, marital status, <b>sex,</b> sexual orientation, religion, color, age, disability, or national origin.	Non-substantive change. Add "gender identity" and "sex" in accordance with ORS 659A.403.

# 2024 OSBA Proposed Bylaw Amendments Summary

*New language is in red; deleted language is struck.*

*Edits solely to punctuation, numbering, or document references have not all been included.*

Section	Proposed Language	What changed?
7	<p><del>PACE Trustees:</del> The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust (“PACE”). <del>As per</del> <b>as provided in</b> the PACE Restated Trust Agreement, <del>the PACE trustees shall</del> nominate trustee candidate(s) to the OSBA board of directors. <del>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.</del></p> <p><del>(a)</del> <b>It is the policy of OSBA with respect to</b> PACE trustees taking office on or after January 1, 2023, <del>may serve</del> <b>that such trustees will be appointed to no more than</b> three consecutive three-year terms and, if eligible, may return after a one-year hiatus.</p>	<p>Housekeeping. Moved PACE from 4.1.4 under the committee heading to this new section 7 since PACE is a trust not an OSBA committee.</p>
78.1.6	<p>Whenever an amendment or new bylaw is adopted, it shall be <del>copied in the minute book</del> <b>saved in electronic format in accordance with OSBA’s record retention schedule</b> 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.</p>	<p>Non-substantive change. Delete reference to a “minute book” as OSBA does not keep a “minute book” and it is not legally required, update language to reflect what OSBA is doing to comply with the record retention law.</p>



**OREGON SCHOOL BOARDS ASSOCIATION  
LEGISLATIVE POLICY COMMITTEE, MARION COUNTY, POSITION 12**

**Background/Discussion**

The Salem-Keizer School Board is a member of the Oregon School Boards Association (OSBA), identified as part of the Marion County region, positions 11 and 12. The Legislative Policy Committee (LPC) is a committee of members elected by OSBA member districts. For information on services OSBA provides, visit their website: <https://www.osba.org/>.

As a member of OSBA, the SKPS Board of Directors votes on candidates to the OSBA Legislative Policy Committee (LPC). This year the following candidates are up for election in Marion County for Position 12.

- Ashley Carson Cottingham, from Salem-Keizer Public Schools District, Position 12, Marion County Region, two-year term.
- Jeffrey Crapper, from Salem-Keizer Public Schools District, Position 12, Marion County Region, two-year term.
- Merle Stutzman, North Marion School District, Position 12, Marion County Region, two-year term.

Local school boards are asked to vote to elect a candidate in a meeting of their district's school board and submit the official outcome of the vote to OSBA by December 15, 2024.

**Recommendation/Board Action**

This information is presented for a first reading and will come before the board for action at the December 10, 2024, board meeting.

# OSBA Legislative Policy Committee CANDIDATE QUESTIONNAIRE

Name: Ashley Carson Cottingham

Date: Sept 18, 2024

Address: 755 High Street SE

City/Zip: Salem, OR

Business phone: \_\_\_\_\_

Residence phone: 202-557-8364

Cell phone: same

E-mail: carsoncottingham\_ashley@salkeiz.k12.or.us

District/ESD/CC: Salem Keizer 24J

Term expires: 2025 Years on board: 3

Region: Marion



Position #: 12

*I 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.*

  
Name

9/18/24  
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)?  
I am excited to work on robust school funding in the upcoming 2025 session and weigh in (where appropriate) on bills impacting our schools across Oregon. I served on the LPC before and found it very informative & helpful in moving a strong policy-agenda forward for public ed.
2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.  
I have done legislative advocacy for the majority of my career in the public sector in aging, disability, protective services, health and human services. I've worked for most of my career in DC and in Oregon to pass bipartisan legislation that improves people's day-to-day lives.
3. What do you see as the two most challenging legislative issues faced by OSBA?  
1) Coming to consensus on bills where the impacts are varied across the state and/or where political views are different. 2) Working year-after-year for significant funding increases when some may think once is enough to fix all funding issues and challenges for public education.
4. What do you see as the two most challenging legislative issues faced by your region?  
**1) The funding formula isn't working to meet the needs of children in our district. We have a very high percentage of ELL and SPED students 2) We faced significant lay-offs and our schools will suffer for years if we aren't able to convince the legislature to increase funding in the 25-27 biennium.**
5. What is your plan for communicating with boards in your region about legislative issues?  
I will reach out to ask for input to each of the boards and also write updates regarding issues of interest leading up to and throughout the legislative session.

# 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):**

LPC - 1 year 2022-2023

OSBA Board - 1 year 2023-2024

Chair, 1st Vice-Chair and 2nd Vice-Chair of the Salem-Keizer School Board (2021-2024)

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

N/A

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

Employers:

State of Oregon, Office of the Long-Term Care  
Ombudsman and Department of Human Services  
U.S. Senate Committee Staff

Dates:

April 2014- present

2010-2012

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

High school: Mountain View High School, Bend, OR 1993-1997

College: University of Oregon, Eugene, OR 1997-2001 and Vermont Law School 2003-2006

Degrees earned: BA, JD

**Education honors and/or awards:**

Academic Excellence Award, Highest Grade, Vermont Law School – Med/Law Combined  
Dartmouth Medical School/Vermont Law Class – Changing Concepts of Reproduction and the  
Family

**Other applicable training or education:**

I've presented to local groups and at state and national conferences on legislative process and  
advocacy. I've drafted legislation and negotiated legislation at both the Federal and State levels.

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

Cherriots Budget Committee (local Transit District) - Dec 2020 - present; Marion Polk Food Share  
(food box and pantry volunteer) – throughout 2020; Safeline – Domestic Violence Hotline  
Volunteer, Vermont – 2003-2006; CASA of Deschutes County – Summers 2004 and 2006

**Hobbies/special interests:**

Singing, Travel, Pets, My kids' soccer/basketball/flag football, choir, orchestra, etc. :)

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

National Academy of Social Insurance (Invited Member since 2007)

Advancing States Mentorship Program - Next Gen Leader (2024-present)

Barrister's Book Store Board of Directors - Vermont Law School (2003-2006)

**Additional comments:**

This 2025 session will be critical to public schools - it would be an honor to serve on the LPC.

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

*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 \_\_\_\_\_

TO: Chris Cronin, 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 27, 2024.**

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 Chris Cronin:

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

### LPC CANDIDATE INFORMATION

Name: \_\_\_\_\_

District/ESD/Community College: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Oregon ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**This nomination was approved by official action of our board of directors at a duly called meeting on \_\_\_\_\_  
(date)**

*Cynthia Richardson*

(Board Chair signature)

Board Chair name: \_\_\_\_\_

District: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Name: Jeffrey Crapper

Date: 09/12/2024

Address: 617 Warmcombe Drive

City/Zip: Dayton 97114

Business phone: \_\_\_\_\_

Residence phone: \_\_\_\_\_

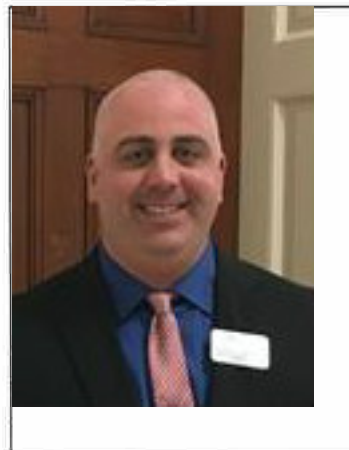
Cell phone: 503-550-0920

E-mail: jeffrey.crapper@wesd.org

District/ESD/CC: Willamette ESD

Term expires: 06/30/2027 Years on board: 2

Region: Marion County



Position #: 12

*I 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.*

Jeffrey Crapper

09/12/2024

Name

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)?

Improving student equity and encouraging high academic standards for all students are some of my passions. I appreciate the various OSBA initiatives that address these issues, and I hope to promote them and assist with this mission whenever possible. I also want to ensure every student has opportunities to pursue their passion, whether that plan includes college, trade school, or career opportunities.

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

I have been an educator for 20 years, winning state and national TOY awards. I also served as a LEA Vice-President, volunteered as a board member for multiple state and national organizations, and I currently help support more than 85 pre-CTE and CTE programs of study for Salem-Keizer Public Schools.

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

Addressing the political and ideological divide that exists in this state. Also, the lack of stable and sustainable funding for Oregon schools continues to impact our education system. All too often, the focus centers around the adults instead of the students. This bureaucracy creates unnecessary barriers to support students and recruit trained educators.

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

Sustainable funding and supporting initiatives that directly support student learning. The lack of sustainable funding is a significant issue. However, I fear the constant moving target with multiple initiatives that are rarely maintained more than a few years cause even more harm to our educational system.

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

I often emailed other school board members, or even arranged individual in-person meetings whenever needed. I also communicated through a short newsletter previously using the OSBA communication tools.

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

*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):

CTE Executive Committee- Dayton School District, Board Member- Dayton Education Foundation Budget Committee Member- Dayton School District, Budget Committee Member- Willamette Education Service District, Board Member- OSBA

### Other education board positions held/dates:

Board Chairman, Oregon HOSA- Future Health Professionals (2017-present) Board Member, Oregon CTE Student Leadership Foundation (2017-present) Lieutenant, National HOSA- Future Health Professionals (2018-present) Treasurer, Oregon Association for Career & Technical Education (2017-2021)

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

#### Employers:

Salem-Keizer Public Schools, Linfield University, Oregon Education Association, Dayton Fire District, Project Lead The Way, Beaverton School District, Portland Community College, Chemeketa Community College

#### Dates:

SKPS 2023-present, Linfield 2023-present. OEA 2019-2023, DFD 2020-present, PLTW 2017-present, BSD 2013-2023, Chemeketa

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

High school: West Albany

College: Linfield, Oregon State, George Fox, Pacific, Liberty

Degrees earned: BS, MAT, MACM, ELD Certificate, EdD

### Education honors and/or awards:

2022 Linfield Distinguished Alumnus, 2021 Oregon ACTE Teacher of the Year, 2019 KATU Leader in Learning, 2019 National ACTE Health Science Teacher of the Year, 2016 Oregon Science Teachers Association, High School Teacher of the Year, 2000 Linfield Greek Man of the Year, 2000 Linfield Athletic Training Student of the Year

### Other applicable training or education:

Certified Athletic Trainer (ATC)  
Certified Strength & Conditioning Specialist (CSCS) Certified Personal Trainer (C-PT)  
National Board Certified Teacher (Early Adolescent- Science). Ordained First Responder Chaplain  
Licensed Advanced Emergency Medical Technician

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

Medical Reserve Corps, Yamhill County (2009-present)  
Volunteer Program Team Leader, Young Life Washington Family Ranch (2009-2016) Assistant District Grand Master, Kappa Sigma Fraternity (2009-2018)  
Alumni Advisor, Kappa Sigma Fraternity (2000-2016) Planning Commission, City of Dayton (2008-2019) Deacon, Dayton First Baptist Church

### Hobbies/special interests:

Hiking, Swimming, Exercising, Fitness, Traveling, National Parks

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

Salem-Keizer NAACP Education Board Member (2023-present)  
Association for Career and Technical Education (2014-present)  
National Athletic Trainers Association (2000-2018)

### Additional comments:

**NOMINATION FORM**  
**OSBA LEGISLATIVE POLICY COMMITTEE (LPC)**  
**REGIONAL MEMBER**

Date September 25, 2024

TO: Chris Cronin, 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 27, 2024.**

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 Chris Cronin:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Marion County Region, Position # 12.

**LPC CANDIDATE INFORMATION**

Name: Jeffrey Crapper  
District/ESD/Community College: Willamette ESD  
Address: 617 Warmscombe Drive  
City: Dayton Oregon ZIP: 97114  
E-mail: jeffrey.crapper@wesd.org Phone: 503-550-0920

**This nomination was approved by official action of our board of directors at a duly called meeting on**  
September 25, 2024  
**(date)**



(Board Chair signature)

Board Chair name: Anna Ali  
District: Willamette ESD  
Address: 2611 Pringle Road SE  
City, State, Zip: Salem, OR 97302

# OSBA Legislative Policy Committee CANDIDATE QUESTIONNAIRE

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Business phone: \_\_\_\_\_

Residence phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

District/ESD/CC: \_\_\_\_\_

Term expires: \_\_\_\_\_ Years on board: \_\_\_\_\_

Region: \_\_\_\_\_



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

*I 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.*

\_\_\_\_\_  
Name

\_\_\_\_\_  
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)?
2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.
3. What do you see as the two most challenging legislative issues faced by OSBA?
4. What do you see as the two most challenging legislative issues faced by your region?
5. What is your plan for communicating with boards in your region about legislative issues?



# 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):

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

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

Employers:

Dates:

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

High school:

College:

Degrees earned:

**Education honors and/or awards:**

**Other applicable training or education:**

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

**Hobbies/special interests:**

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

**Additional comments:**

# NOMINATION FORM

## OSBA LEGISLATIVE POLICY COMMITTEE (LPC)

### REGIONAL MEMBER

Date September 16, 2024

TO: Chris Cronin, 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 27, 2024.**

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 Chris Cronin:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Marion Region, Position # 12.

### LPC CANDIDATE INFORMATION

Name: Merle Stutzman  
District/ESD/Community College: North Marion School District 15  
Address: 20256 Grim Rd NE  
City: Aurora Oregon ZIP: 97002  
E-mail: merle.stutzman@nmarion.k12.or.us Phone: 503-310-8295

This nomination was approved by official action of our board of directors at a duly called meeting on 9-16-2024  
(date)

  
Crystal Rostocil (Sep 24, 2024 12:23 PDT)  
(Board Chair signature)

Board Chair name: Crystal Rostocil  
District: North Marion School District 15  
Address: 20256 Grim Rd NE  
City, State, Zip: Aurora, OR 97002







# STUTZMAN, MERLE 2024 LPC Nomination Form

Final Audit Report

2024-09-24

Created:	2024-09-24
By:	Diane Laubsch (diane.laubsch@nmarion.k12.or.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAbyCiEe1ALDv0-B4sGIqNUldhq_-d1U-I

## "STUTZMAN, MERLE 2024 LPC Nomination Form" History

-  Document created by Diane Laubsch (diane.laubsch@nmarion.k12.or.us)  
2024-09-24 - 6:48:02 PM GMT- IP address: 76.14.210.57
-  Document emailed to crystal.rostocil@nmarion.k12.or.us for signature  
2024-09-24 - 6:48:08 PM GMT
-  Email viewed by crystal.rostocil@nmarion.k12.or.us  
2024-09-24 - 7:22:00 PM GMT- IP address: 66.249.84.66
-  Signer crystal.rostocil@nmarion.k12.or.us entered name at signing as Crystal Rostocil  
2024-09-24 - 7:23:13 PM GMT- IP address: 174.224.92.74
-  Document e-signed by Crystal Rostocil (crystal.rostocil@nmarion.k12.or.us)  
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**NATIVE AMERICAN HERITAGE MONTH  
PROCLAMATION**

**Background/Discussion**

The Native American Heritage Month Proclamation for November 2024 recognizes the role Indigenous peoples played in our country's history while celebrating the more than 1,800 students in Salem-Keizer Public Schools who identify as Alaska Natives or Native American. Native American Heritage Month is recognized nationally in the month of November.

**Recommendation/Board Action**

It is requested the board approve the Native American Heritage Month Proclamation.



## NATIVE AMERICAN HERITAGE MONTH PROCLAMATION

**WHEREAS** Salem-Keizer Public Schools recognizes that the Indigenous Peoples were the original stewards of lands that would later become known as the Americas; and

**WHEREAS** Indigenous peoples, including the terms the First Nations, Native Americans, and Alaska Natives have helped shape the future of Oregon and the United States through every turn of our history; and

**WHEREAS** SKPS recognizes that Native Americans and Alaska Natives were the first students and teachers of this land—in agriculture, land and wildlife management, medicine, engineering, language, culture, governance, and all things necessary to thrive as people; and

**WHEREAS** the SKPS Native Education Program provides services for Native American and Alaska Native students, such as academic coaching, college and scholarship information, the Native Education Annual Graduation Celebration, family enrichment nights, monthly meetings for parents and a culturally based academic summer program; and

**WHEREAS** nearly 1,800 students in SKPS identify as Alaska Native or Native American; and

**WHEREAS** we serve ALL Native students and recognize their cultural heritage; and

**WHEREAS** Native Americans and Alaska Natives hold a wealth of knowledge, wisdom, and stories of resilience, survivance and prosperity that must be shared with future generations; and

**WHEREAS** in 2017, the Oregon Legislature enacted Senate Bill 13, known as Tribal History/Shared History, for the implementation of curricula about Indigenous Peoples and Salem-Keizer curricula lessons on the nine “Essential Understandings of Native Americans in Oregon:” Since Time Immemorial; Sovereignty; Tribal Government; Lifeways; Treaties with the United States; Genocide, Federal Policy, and Laws; Language; Identity; and History; and

**WHEREAS** our community is better because of the diversity of our population; and

**WHEREAS** inclusion is a core value of our district, and the school board has a responsibility to oppose the systematic racism toward Indigenous people in Oregon and the United States; and

**WHEREAS** the school board promotes closing the equity and attendance gaps for Native Americans and Alaska Natives through policies and practices that reflect the experiences of Indigenous Peoples and ensure greater access and opportunity and honor the indigenous roots of this place, history, and contributions; and

**WHEREAS** President Joseph R. Biden Jr. delivered the Presidential Proclamation naming October 11, 2021, Indigenous Peoples’ Day to be celebrated with appropriate ceremonies and activities; and

**WHEREAS** in 2021, Oregon became the 11th state to pass legislation renaming the second Monday in October Indigenous Peoples’ Day; and

**WHEREAS** the school board commits to creating successful educational outcomes and ensuring a safe and welcoming environment for ALL students.

**NOW, THEREFORE**, the Salem-Keizer Public Schools Board of Directors proclaims November 2024 to be Native American Heritage Month and encourages all members of our community to join in celebrating our Native American, Alaska Native, and Indigenous students and families.

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Cynthia Richardson, Chairperson, Board of Directors  
Salem-Keizer Public Schools

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Date

PERSONNEL ACTIONS

Licensed Actions

Last	First	Location	Start Date	End Date	Status
Rosen	Caleb	Parrish Middle School	10/28/24	06/13/25	Temporary part-time

Last	First	Location	Start Date	End Date	Status
Alexander	Natasha	Eyre Elementary	10/14/24	06/13/25	Temporary full-time
Beck	Deborah	Lee Elementary	11/01/24	03/21/25	Temporary full-time
Canfield	Susan	Swegle Elementary	11/12/24	03/21/25	Temporary full-time
Carter	Angel	Yoshikai Elementary	12/09/24	06/13/25	Temporary full-time
Chilcote	Zoey	Claggett Creek Middle School	11/04/24	06/13/25	Temporary full-time
Cuevas	Lisa	Harritt Elementary	11/12/24	11/26/24	Temporary full-time
Dobbeck	Ethan	North Salem High School	11/18/24	06/13/25	Temporary full-time
Erickson	Kristina	Chavez Elementary	11/12/24	12/20/24	Temporary full-time
Erickson	Kristina	Clear Lake Elementary	01/06/25	04/03/25	Temporary full-time
Fabia-Fernandez	Christian	Scott Elementary	11/04/24	04/22/25	Temporary full-time
Flower	Jeffery	West Salem High School	11/12/24	12/20/24	Temporary full-time
Gartner	Pamela	Wright Elementary	11/01/24	06/13/25	Temporary full-time
Guel	Samantha	Keizer Elementary	11/12/24	06/13/25	Temporary full-time
Hare	Wesley	Sprague High School	10/28/24	01/16/25	Temporary full-time
Herrera	Joseph	Multi-Tiered Support Services	11/12/24	06/13/25	Temporary full-time
Johnson-Ixtlahuac	Jisela	Swegle Elementary	11/20/24	03/05/25	Temporary full-time
Liggett	Kendra	EDGE Online Academy	01/01/25	06/13/25	Temporary full-time
Loduca	Samuel	South Salem High School	12/02/24	03/21/25	Temporary full-time
Lopez Chiquito	Jose	Chavez Elementary	10/28/24	03/21/25	Temporary full-time
Lopez Zamora	Karla	Four Corners Elementary	10/21/24	06/13/25	Temporary full-time
Martin-Baker	Lisa	Grant Elementary	01/06/25	06/13/25	Temporary full-time
Mireles Esteban	Martha	Auburn Elementary	11/18/24	04/11/25	Temporary full-time
Mondejar Palzon	Antonia	Lee Elementary	11/12/24	06/13/25	Temporary full-time
Olvera-Gonzalez	Guadalupe	English Language Acquisition Services	08/27/24	06/13/25	Temporary full-time
Peralta	Manuel	Stephens Middle School	10/01/24	06/13/25	Temporary full-time
Ruiz-Arroyo	Armando	McKay High School	11/04/24	01/31/25	Temporary full-time
Schlichting	Jacob	North Salem High School	08/27/24	06/13/25	Temporary full-time
Schumacher	Donna	Brush College Elementary	08/27/24	06/13/25	Temporary full-time
Simons	Mikayla	North Salem High School	11/18/24	06/13/25	Temporary full-time
Trujillo	Jorge	Parrish Middle School	TBD	06/13/25	Temporary full-time
Wallace	Jonathan	Walker Middle School	10/14/24	12/12/24	Temporary full-time
Wavra	Diane	Yoshikai Elementary	10/14/24	12/20/24	Temporary full-time
Webb	Arlene	West Salem High School	10/07/24	12/20/24	Temporary full-time

Last	First	Location	Start Date	End Date	Status
Cuevas	Maria	Hammond Elementary	11/04/24	06/13/25	First year probation full-time
Lathrop	Adaline	Sprague High School	10/28/24	06/13/25	First year probation full-time

Last	First	Location	Start Date	End Date	Status
Young	Katherine	Hayesville Elementary	12/02/24	06/13/25	Third year probation full-time

Resignation

Last	First	Location	Eff. Date	Action
Blum	Haley	West Salem High School	12/17/24	Resignation
Cox	Shelbi	McKay High School	01/31/25	Resignation
Fourez	Molly	Hayesville Elementary	11/04/24	Resignation
Funk	Nichole	Student Services	12/03/24	Resignation
Leach-Provancha	Kelsie	Sprague High School	10/25/24	Resignation
Stevens	Imee Grace	Parrish Middle School	01/06/25	Resignation
Uselman	Shelley	Judson Middle School	12/20/24	Resignation
Vanderwall	Matthew	Candalaria Elementary	12/10/24	Resignation
Wilson-Gabor	Justin	McNary High School	10/07/24	Resignation

PERSONNEL ACTIONS

Retirement

Last	First	Location	Eff. Date	Action
Gartner	Pamela	Wright Elementary	10/31/24	Retirement
Liggett	Kendra	EDGE Online Academy	12/31/24	Retirement

Administrator

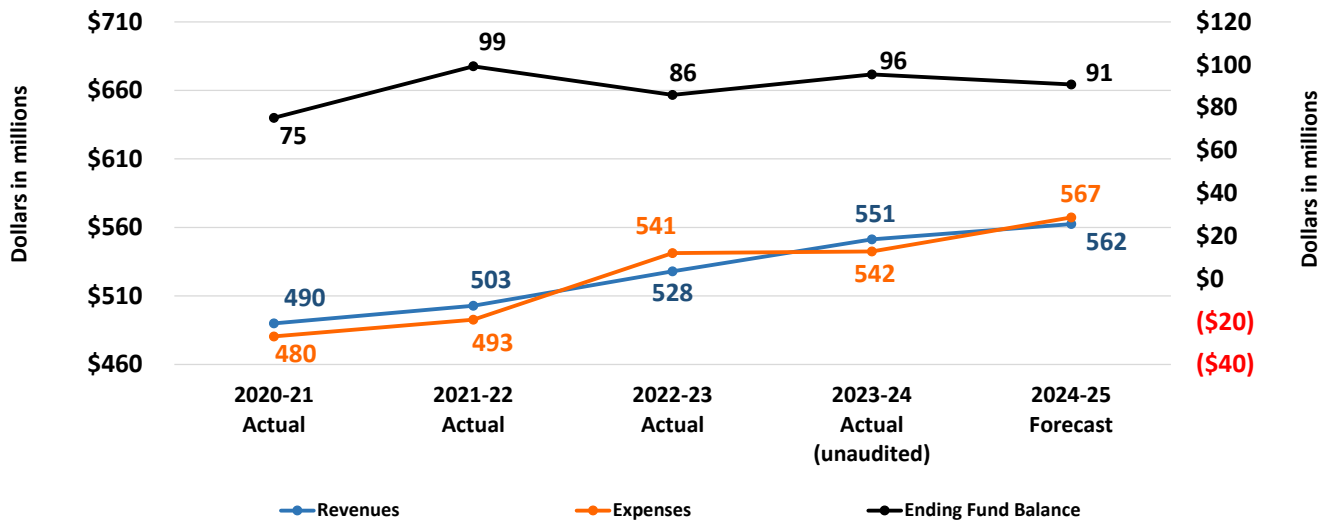
Resignation

Last	First	Location	Start Date	End Date	Status
Kimmell	Sarah	Swegle Elementary	01/01/25		Resignation



General Fund with Fund Balance  
 Quarter 1 Update, Fiscal Year 2024-25

November 12, 2024



**Board / Budget Committee Meeting Dates  
2024-25**

July 23 – Regular Board Meeting (Business Session)
August 3 – Board Retreat
August 13 – Regular Board Meeting (Business Session)
August 27 – Work Session
September 10 – Regular Board Meeting (Business Session)
September 24 – Work Session
October 8 – Regular Board Meeting (Business Session)
October 22 – Work Session
November 12 – Regular Board Meeting (Business Session)
December 10 – Regular Board Meeting (Business Session)
January 14 – Regular Board Meeting (Business Session)
January 28 – Work Session
February 11 – Regular Board Meeting (Business Session)
February 25 – Work Session
March 11 – Regular Board Meeting (Business Session)
April 8 – Regular Board Meeting (Business Session)
April 22 – Work Session
May 6 – Budget Committee Meeting (Superintendent’s Budget Message)
May 13 – Regular Board Meeting (Business Session)
May 14 – Budget Committee Meeting
May 19 – Budget Committee Meeting
May 20 – Budget Committee Meeting (Tentative)
May 21 – Budget Committee Meeting (Tentative)
June 10 – Regular Board Meeting (Business Session)
June 24 – Work Session

- ~ Meetings are subject to change.
- ~ Meeting are 6 p.m. unless otherwise posted on the website/agenda.
- ~ Work session (no action items) may be changed to business sessions (with action items)
- ~ Meeting notifications and agendas are posted prior to meetings as required by Oregon Revised Statutes (ORS).
- ~ The board typically hears public comment at regular business meetings or special meetings with action items, but not typically at work sessions.
- ~ **Meetings Already Occurred**