

**Welcome to this Work Session & Regular Meeting of the  
Tigard-Tualatin School District Board of Directors  
Monday, November 18, 2024 - **UPDATED**  
Tigard-Tualatin Training Center, 9550 SW Murdock St., Tigard, OR 97224**

*Public participation on agenda items occurs at the discretion of the chair. Please indicate your interest by submitting an email to Patty Roberts @ [proberts@tsd.k12.or.us](mailto:proberts@tsd.k12.or.us), no later than 4:00 PM on Board meeting day, and provide your name, community, and the reason or topic for your public comment. At 9:00 PM the Board may take a five-minute recess, and the chair will review the agenda for possible rescheduling of items. The public meeting will not go beyond 9:30 PM without a majority vote of the board. For assisted listening/speech call 503-431-4002 (voice) or 503-431-4047 (FAX) no later than 48 hours prior to the meeting.*

- I. WORK SESSION ~ Time: 5:00 PM
  - A. School Continuous Improvement Plans – Roundtable Discussions – Presenter: Laura Kintz & Amber Fields ....Page 03
- II. ADJOURN WORK SESSION ~ Time: 6:00 PM
- III. REGULAR SESSION ~ Time: 6:30 PM
  - A. CALL TO ORDER - Presenter: Chair Tristan Irvin ..... Page 04  
David Jaimes, Vice-Chair, Kristen Miles, Crystal Weston, and Jill Zurschmeide (Members)
- IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ Time: 6:31 PM
  - A. CONSENT AGENDA ITEMS
    - 1. November 4, 2024 TTSD Board Meeting Minutes .....Page 07
    - 2. Human Resources/Personnel Report .....Page 12
    - 3. Approved Administrative Rules – For Information Only .....Page 13
    - 4. PROCLAMATION: Native American Heritage Month .....Page 14
- V. RECOGNITION & GOOD NEWS ~ Time: 6:32 PM
  - A. **UPDATED ITEM:** Native American Heritage Month - Presenter: Lisa Burton .....Page 16
- VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:45 PM
  - A. Tigard-Tualatin Virtual Academy Student Representative: Presenter: Brittany Granados
  - B. Tigard HS Student Representatives – Presenters: Evelyn Agosto Jeronimo, Nathan Tran & Alternate: Moss Weigel
  - C. Tualatin HS Student Representatives – Presenters: Jamie Hartmann, Sky Rowe
- VII. SUPERINTENDENT & BOARD COMMUNICATION ~ Time: 7:00 PM
- VIII. PUBLIC COMMENT ~ Time: 7:15 PM

*This 30-minute section of the agenda is for public comment related to both board agenda and non-agenda items. Any member of the public who has not provided comment within the 30-minute period will have an opportunity at the end of the agenda to do so. Please email Patty Roberts, Board Secretary @ [proberts@tsd.k12.or.us](mailto:proberts@tsd.k12.or.us) to sign up to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment. Public comments are limited to three (3) minutes and should be brief and concise. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel. If this public comment agenda item exceeds 30 minutes, time for the remainder of the public comments will be provided at the end of this meeting.*
- IX. REPORTS & DISCUSSION ITEMS ~ Time: 7:45 PM
  - A. Board of Director Reports on CIP Presentations – Presenter: Chair Irvin ~ Time: 7:45 PM .....Page 17
  - B. Diverse Educator Pathway Program & Colleagues of Color Affinity Space – Presenter: Len Reed ~  
Time: 8:00 PM .....Page 18
  - C. **UPDATED ITEM:** First Reading: Board Policies – Presenter: Len Reed ~ Time: 8:15 PM .....Page 19
  - D. May 2025 Bond Information – Presenter: Alex Pulaski ~ Time: 8:30 PM .....Page 20
  - E. **ITEM REMOVED:** ~~SIA Annual Report~~
  - F. **UPDATED ITEM:** New Health Standards – Presenter: Laura Kintz ~ Time: 8:45 PM .....Page 22
- X. ACTION ITEMS ~ Time: 9:00 PM
  - A. OSBA Election: Board Members & Resolutions – Presenter: Chair Irvin ~ Time: 9:00 PM .....Page 23
- XI. ADJOURN - Presenter: Chair Irvin ~ Time: 9:15 PM

### Public Participation in Board Meetings

1. To provide public comment please send an email to [Patty Roberts](#), Board Secretary to sign up to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment.
2. A group of visitors with a common purpose should designate a spokesman for the group.
3. Comments or statements by members of the public are limited to 3 minutes and should be brief and concise unless otherwise authorized by the Chair.
4. Speakers may comment a topic not on the published agenda, however, the Board, at its discretion, may require that the proposal, inquiry, or request be submitted in writing. The Board reserves the right to refer the matter to the administration for action or study and to report at a subsequent meeting.
5. When meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda or non-agenda item, may do so at the discretion of the Board chair.
6. Speakers may offer objective criticism of district operations or programs but **the Board will not hear complaints concerning specific district personnel.**
7. These procedures will be published on the back of every Board meeting agenda.

### ~ Matters Permitted for Executive Session ~

**ORS 192.620** The Oregon form of government requires an informed public aware of the deliberations and decisions of governing bodies and the information upon which such decisions were made. It is the intent of ORS 192.610 to 192.690 that decisions of governing bodies be arrived at openly. However, a school board may hold an Executive Session, which excludes the public after the Board Chair has identified one or more of the following reasons:

#### As per ORS 332.061

- (1) Any hearing held by a district school board or its hearings officer on any of the following matters shall be conducted in executive session of the board or privately by the hearings officer unless the student or the student's parent or guardian requests a public hearing:
  - (a) Expulsion of a minor student from a public elementary or secondary school.
  - (b) Matters pertaining to or examination of the confidential medical records of a student, including that student's educational program.

#### As per ORS 192.660

- (2) The governing body of a public body may hold an executive session:
  - (a) To consider the employment of a public officer, employee, staff member or individual agent.
  - (b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
  - (c) To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.063, 441.085, 441.087 and 441.990 (3) including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.
  - (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
  - (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
  - (f) To consider information or records that are exempt by law from public inspection.
  - (g) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
  - (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
  - (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
  - (j) To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.
- (3) Labor negotiations shall be conducted in open meetings unless both sides of the negotiators request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.
- (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2) but the governing body may require that specified information subject of the executive session be undisclosed.
- (5) When a governing body convenes an executive session under subsection (2)(h) of this section relating to conferring with counsel on current litigation or litigation likely to be filed, the governing body shall bar any member of the news media from attending the executive session if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.
- (6) No executive session may be held for the purpose of taking any final action or making any final decision.
- (7) The exception granted by subsection (2)(a) of this section does not apply to:
  - (a) The filling of a vacancy in an elective office.
  - (b) The filling of a vacancy on any public committee, commission or other advisory group.
  - (c) The consideration of general employment policies.
  - (d) The employment of the chief executive officer, other public officers, employees and staff members of a public body unless:
    - (A) The public body has advertised the vacancy;
    - (B) The public body has adopted regular hiring procedures;
    - (C) In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
    - (D) In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.
- (8) A governing body may not use an executive session for purposes of evaluating a chief executive officer or other officer, employee or staff member to conduct a general evaluation of an agency goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs.



TIGARD-TUALATIN SCHOOL DISTRICT 23J  
6960 SW Sandburg Rd.  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Instructional Core Directors

RE: Work Session: School Continuous Improvement Plans (CIP) – Roundtable Discussions

EXPLANATION:

Principals will present their CIP plans and artifacts in a roundtable format, providing the Board/Cabinet an opportunity to make connections, ask for clarifications, and share insights or curiosities.

PRESENTER: Amber Fields, Laura Kintz, Carol Kinch, & Dr. Zinnia Un  
(Instructional Core Directors) & Principals: Cindy Pellicci, Jerry Nihill,  
Melissa Baran, Tim Gross & Jessica Swindle.

SUPPLEMENTARY  
MATERIALS:

[CIP Roundtable Reflection Form](#) | [FMS CIP](#) | [MWW CIP](#) | [THS CIP](#) |  
[CFT CIP](#) | [METZGER CIP](#)

REQUESTED ACTION: Work Session Agenda Item

PROPOSED MOTION: None



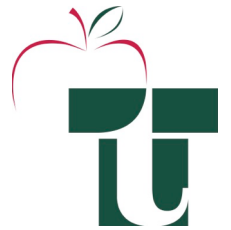
# Art of Community

- We acknowledge that we bring our lived experiences into our conversations
- We strive to be in community with one another with care
- We try to stay curious about each other
- We recognize that we need each other's help to become better listeners
- We slow down, so we have time to think and reflect
- We remember that conversation is a natural way we think together
- We expect it to get messy at times
- We will listen with intention to learn something new

## **Equity Lens**

**When making decisions and taking action, utilize the following questions:**

- \*Does the decision align with the Four Pillars of the District's Strategic Plan?
- \*Does the decision being made ignore or worsen existing disparities or produce other unintended consequences?
- \*Whom does this decision affect both positively and negatively?
- \*Are those being affected by the decision included in the process?
- \*What other possibilities were explored? Is this decision/outcome sustainable?



2019



## Land Acknowledgement



*We acknowledge that we are gathered on the ancestral lands of many tribal nations who made their home here and/or traveled the Columbia River seasonally. The Confederated Tribes of Warm Springs, the Umatilla, and the Yakama Nation have a strong relationship to this region as do the Confederated Tribes of Siletz, the Confederated Tribes of Grand Ronde and the Chinook Tribe.*

*In Tigard-Tualatin we are situated on [traditional Atfalati \(Tualatin\) Kalapuya lands](#). These lands were taken by the federal government for settlers traveling the Oregon Trail long before they were legally ceded, first in the unratified treaty of 1851 and then in the ratified Willamette Treaty of 1855. Much more can be learned from the K-12 [curriculum written by local tribal leaders](#) under Senate Bill 13, which we are determined to implement in our district.*

*We solemnly reflect on the genocide and displacement of families and relatives. We commit ourselves to moving forward towards tribal sovereignty and reconciliation. We humbly look to Indigenous leadership on Indigenous lands. In a community process we solidified that commitment by making visible and known for future generations that we are on Kalapuya land through the naming of our early childhood center Kalapuya in Spring 2021.*

*Shared from Dr. Julie Esparza-Brown, adapted by  
Page 6 of 71 Rina Miyamoto-Sundahl for TTSD, updated August 2021*

# November 4, 2024 TTSD School Board Regular Meeting Minutes

Tigard-Tualatin School District, 23J

The minutes are official after Board approval and will be posted at [www.ttsdschools.org](http://www.ttsdschools.org)

## **Board Members Present:**

Tristan Irvin, Chair  
David Jaimes, Vice Chair  
Dr. Kristen Miles  
Crystal Weston  
Jill Zurschmeide

## **Administrators Present:**

Dr. Iton Udosenata, Superintendent  
Dr. Lisa McCall, Assistant Superintendent  
Jessica Seay, CFO  
Len Reed, Director, Human Resources  
Darin Barnard, Director, Operations  
Susan Barnard, Director, IT  
Laura Kintz, Director, Teaching & Learning  
Alex Pulaski, Interim Director, Communications  
Carol Kinch, Director, Student Services  
Jarvis Gomes, Operations Administrator  
Jessica Swindle, Principal, Metzger ES

## **Others Present:**

Patty Roberts, Executive Assistant  
Thor Kuhn, Teacher & Technology Support  
Brittany Granados, Student Rep., TTVA  
Moss Weigel, Student Rep. Alternate, Tigard HS  
Dr. Amanda Sanford, PSU  
Dr. Shaheen Munir-McHill, PSU  
Robin Bridgeman, Parent, Tualatin HS  
Marcia Chapman, Financial Oversight Committee  
Max Aispuro, Student, Tualatin HS  
Don Berg, Deeper Learning Advocates  
Isabel Castellanos, Student, Tigard HS  
Santi Marquez, Student, Tigard HS  
Sarina Farhangi, Student, Twality MS  
Kennedy Keim, Student, Twality MS  
Ayla Guthrie, Student, Twality MS  
Axel Mortensen, Student, Tigard HS  
Angela Martinez-Lopez, Student, Tigard HS

## **I. REGULAR SESSION ~ 6:30 PM**

### **A. CALL TO ORDER (00:01 Timestamp)**

Chair Tristan Irvin convened this Board meeting of the Tigard-Tualatin School District (TTSD) Board of Directors to order on Monday, November 4, 2024 at 6:30 PM at the Tigard-Tualatin School District Training Center, at 9550 SW Murdock St., Tigard, OR 97224. This Board meeting was streamed live on the [TTSD YouTube Channel \(11/04/2024 Regular Meeting of the TTSD School Board\)](#).

## **II. AGENDA ~ 6:31 PM (00:20 Timestamp)**

Chair Irvin asked Superintendent Udosenata if there are any changes to the agenda. Superintendent Udosenata stated that there are no changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the October 28, 2024 TTSD Board Meeting Minutes, Preliminary September Financial Report, and Proclamation Honoring TTSD Veterans and All Veterans in the TTSD Community, as presented. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

## **III. RECOGNITION & GOOD NEWS – Time: 6:32 PM (01:15 Timestamp)**

A. Honoring Tigard-Tualatin Veterans and all Veterans in the TTSD Community – Alex Pulaski ~ Time: 6:32 PM  
Alex Pulaski, Interim Communications & Community Relations Director, shared that this evening we honor and recognize the following TTSD staff who have served and continue to serve our community and country, including: Amy West, Richard Salboro, Daniel Sanchez, Nathan Stanley, Matt Hamilton, Cindy Pellicci, Roger Dessert, Robert Odell, Zach Cooper, Michael Zienkiewicz, Tyler Swepston, Jason Depp, Michael Elliott, Kyle Mueller, Karen Rotunno, and Mike Clayton. Thank you for your service!

2024-2025 Tigard-Tualatin School District Board of Directors:

Tristan Irvin, Chair, David Jaimes, Vice Chair; Dr. Kristen Miles, Crystal Weston and Jill Zurschmeide Directors

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- B. Celebration of TTSD partnership with the Comunicare program currently established at Tualatin HS, Hazelbrook MS, Twality MS, Tigard HS and Creekside Community HS – Presenter: Alex Pulaski ~ *Time: 6:34 PM (2:20 Timestamp)*

Alex Pulaski, Interim Communication & Community Relations Director, introduced Kelly Schlegelmilch, with Comunicare along with several Tigard HS and Twality MS students who presented to the Board, using a PowerPoint presentation, a link is found in the agenda about Comunicare Oregon, which is a program of the Harold and Arlene Schnitzer CARE Foundation. The CARE Foundation provides an opportunity for TTSD students to learn about the needs of their community and how to become leaders through community service and the grantmaking process. Students from Tigard HS and Twality MS learn about the process of evaluating various grant applications from local nonprofits and deciding which nonprofits to fund.

The students discussed the variety of grants that they reviewed and awarded funding to several local nonprofit organizations.

Board Members asked and shared:

- Thank you for serving our community in this way.
- I am super impressed that you have raised so much money and the skills you have learned.
- Why did you choose to spend your valuable time on this type of project?
- Thank you for coming to the meeting tonight and what an enormous amount of money you have raised. You are role models to your peers.
- This is one of my favorite presentations of the year. It is cool to see familiar faces in the slides and in person tonight. How did you choose who to give the money to. I love that you get to start and finish this project.
- You all are really making a difference.

### ***III. STUDENT REPRESENTATIVES – Time: 6:58 PM (17:04 Timestamp)***

Jamie Hartmann and Sky Rowe, Tualatin HS Student Representatives and Nathan Tran and Evelyn Agosto Jeronimo were absent.

Moss Weigel, Student Representative Alternate, Tigard HS, shared:

- Sports:
  - Football
  - Soccer
  - Cross County
  - Water Polo
- Night of the Living Dead is coming up on November 14<sup>th</sup> to 16<sup>th</sup> and November 21<sup>st</sup> through 23<sup>rd</sup>.
- Link Crew is hosting a freshman Fall Festival
- Senior portraits are due for the yearbook.
- This weekend is Art in the Burbs at Tigard HS from 9:00 AM to 6:00 PM

Brittany Granados, Student Representative, Tigard Tualatin Virtual Academy (TTVA), shared:

- TTVA has been cleared to offer NCAA approved courses. These courses offer opportunities for student athletes who are interested in pursuing online education and athletic goals.
- The Student Work Session went well and students were able to meet their teachers for the first time and they were able to have assistance and help, if needed.
- Thursday is the End of Quarter One;
- Wednesday TTVA will host a Family Listening Session; and will be discussing ways to improve the school year and the session is open to students, parents and staff.



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**IV. SUPERINTENDENT & BOARD COMMUNICATIONS ~ Time: 6:45 PM (19:34 Timestamp)**

Dr. Iton Udosenata, Superintendent, shared, his [comments can be found here](#):

- This week is the OSBA Annual Convention;
- Bargaining with the Teachers Association;
- Bond - We will learn more this week and are talking to a polling firm; doing some long-range planning;
- Election tomorrow, 11/5/2024. He shared the significance of this election.

Board Members shared:

- Reminder to vote in the Election. Also, I had an opportunity to speak to a scout troop recently about how elections work and service. I hope for demonstrated strong civic participation while honoring our laws and each other, and don't forget to take care of each other.
- Regarding the current election, in Washington County, there has been approximately 56% of ballots turned in. Reminder to please turn in our ballot. And regarding the Tigard and Tualatin HS football game, that was kind of a blow out for Tualatin HS. It was fun and soaking wet.
- I want to recognize the Veterans Day holiday and to our staff who served our country, thank you for your service! I attended the last community conversations, at Tigard HS, and it was wonderful to hear from our community members about what we are doing well and what we could be working on, and hopes and dreams for TTSD. Please cast your ballots tomorrow and let your voice be heard in our Democratic process.
- Thank you to our veterans, and thank you for serving our country. I am excited about the upcoming OSBA Annual Conference. Also, I am running for Vice President of the members of Color Caucus. I am excited about the Election for selfish reasons, because this is the first election my kid, who has turned 18 years old, has been able to vote.
- Appreciation, acknowledgement and honor to all of our veterans, serving currently or have served; Excited about the OSBA Conference; Art in the Burbs is November 9<sup>th</sup> and 10<sup>th</sup> at Tigard HS, and is part of Foundation for Tigard-Tualatin School (FTTS) and all money spent goes back to our schools. Regarding the election – we are working to ensure that our schools are safe spaces. Elections bring out strong emotions and it can be stressful. Be here for each other.

**V. PUBLIC COMMENTS ~ Time: 7:01 PM (34:15 Timestamp)**

Chair Irvin confirmed that there were no public comments requested for this meeting.

**VI. REPORTS & DISCUSSION ~ Time: 7:03 PM (34:20 Timestamp)**

A. Metzger ES Partnership with PSU – Presenter: Laura Kintz ~ Time: 7:03 PM

Jessica Swindle, Principal, Metzger ES, Dr. Amanda Sanford, Co-Investigator, and Dr. Shaheen Munir-McHill, PSU Staff, they shared information regarding the PSU Metzger Elementary/TTSD Collaboration – Project DICE PLUSS Objectives partnership Summer Camp/Practicum. They shared information using a PowerPoint presentation, a link is found in the agenda, about DICE PLUSS. They provided information regarding:

- TTSD Team
- Project Staff
- Project DICE PLUSS Objectives
- The PLUSS Framework for MLs
- Summer Practicum Over time
- Who Did We Serve? – Kinder Jump Start
- Who Did We Serve? – Tutoring
- Who taught?
- What did teacher candidates do?
- Findings: Impact for Kindergarten Students
- Findings: Impact for 1<sup>st</sup>-5<sup>th</sup> grade students
- Findings: Impact for teacher Candidates
- Findings: Feasibility (Sample Comments)
- Findings: Sample Comments – “What ideas from the training will you implement?”

<p align="center"><b>2024-2025 Tigard-Tualatin School District Board of Directors:</b> <b>Tristan Irvin, Chair, David Jaimes, Vice Chair; Dr. Kristen Miles, Crystal Weston and Jill Zurschmeide Directors</b></p>
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Board members shared the following comments and questions:

- How does this fit into our Strategic Plan? And I think it does within the Talent and Equity portions. I think it is important for teachers to learn about how inclusive instruction looks like throughout the day for students with and without IEPs.
- Thank you for your good work, and there is a lot of research on tutoring. Regarding the overidentification of young people of color with disabilities and I think this is an important issue, if that is happening out of bias. I think there are disproportionate access to care and I want people to get the services that they need.
- I am grateful to see your data regarding students and programing. Regarding the talent part of this program, can the student teachers come back to teach in TTSD. On your over time slide, you want to expand the program, is that moving to other schools or is that deepening the program at Metzger.
- One of the best things that this program offers is the opportunity for student teachers to work with real students, and you have been doing an amazing job.
- Thank you so much and I realize that this is a lot of work. Are there students that participate in this program over multiple years?

**B. Enrollment Update – Presenter: Len Reed ~ Time: 7:38 PM (1:08:25 Timestamp)**

Len Reed, Human Resources Director, shared enrollment information found in the agenda and she discussed the enrollment information, found in the agenda, in detail. Including a view at class sizes at the secondary levels. She shared that overall we are down approximately 60 students. Director Reed said that we are seeing growth in secondary, and our largest MS is Twality.

Board members shared the following comments and questions:

- Thank you for the detailed summary of our enrollment and class sizes.

**VII. ACTION ITEMS ~ Time: 7:42 PM (1:12:00 Timestamp)**

**A. Contract with Speech and Language Pathologist – Presenter: Jessica Seay ~ Time: 7:42 PM**

Jessica Seay, CFO, explained the purpose of this agenda item. She shared that the District has used a variety of methods related to retain speech and language pathologists in recent years including contracting services through Northwest Regional Educational Service District, hiring directly, and at times using a staffing agency. Providing services for the 2024-25 school year consists of a braiding of these historical methodologies as well as directly contracting with a professional through a personal services contract. As these services are those that could be provided by a member covered by the contract with the Tigard-Tualatin Education Association, all necessary steps have been taken to obtain a memorandum of understanding for this position for the 2024-25 school year. Verbal agreement has been received and the memorandum of understanding is in draft form with an anticipated execution date within the week.

As the proposed contract exceeds \$150,000, Board of Director approval is required.

Board members did not have comments and questions, at this time.

Vice Chair Jaimes made a MOTION that the Tigard-Tualatin School District Board of Directors approve a contract with Karen Hillison, Speech & Language Pathologist, for \$155,000, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. Director Weston asked about the thinking behind not hiring a someone directly rather than utilizing a contract? Superintendent Udosenata shared that there is a staff shortage for these types of positions. The MOTION carried unanimously, 5-0. The MOTION passed.

**B. Grant Application Approval – Endorsing Student Transportation of America (STA) Electric School Bus Application – Presenter: Jessica Seay ~ Time: 7:45 PM (1:15:13 Timestamp)**

Jarvis Gomes, Operations Administrator shared that Student Transportation of America (STA) is applying for election school buses through the Environmental Protection Agency Clean School Bus Program. STA is seeking signature and support from the TTSD on the “School Board Awareness Certification”.

Board members shared the following comments and questions:

<p align="center"><b>2024-2025 Tigard-Tualatin School District Board of Directors:</b> <b>Tristan Irvin, Chair, David Jaimes, Vice Chair; Dr. Kristen Miles, Crystal Weston and Jill Zurschmeide Directors</b></p>
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- Do you know how many buses they anticipate going for? How many electric buses does TTSD own and are we expecting any more to come?

Director Weston made a MOTION that the Tigard-Tualatin School District Board of Directors approve to support for STA to apply for the EPA Clean School Bus Program grant, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

**VIII. ADJOURN ~7:47 PM (1:17:28 Timestamp)**

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 7:47 PM.

This Board Meeting was streamed on the [TTSD YouTube Channel](#).

APPROVED BOARD MEETING

DATE: 11/18/2024

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CHAIRMAN:

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CLERK:

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November 18, 2024  
**HUMAN RESOURCES REPORT**

TIGARD-TUALATIN SCHOOL DISTRICT 23J

**HUMAN RESOURCES REPORT - LICENSED**

LASTNAME	FIRSTNAME	RECOMMENDED ACTION		CATEGORY	BUILDING	ASSIGNMENT	FTE	RATE	EFFECTIVE	DATE ENDS
CUMMINGS	AVERY	HIRE	REPLACE BOWKER	LICENSED	BYROM	TEMPORARY TEACHER GRADE 2	1.000	D1	11/12/24	6/12/25

CPEC=Classified Position Evaluation Committee per OSEA-TTSD Bargaining Agreement

\*\*Salary placement may be adjusted in accordance with prevailing OSEA Bargaining Agreement

+ Redline

++Legacied

**HUMAN RESOURCES REPORT - CLASSIFIED**

LASTNAME	FIRSTNAME	RECOMMENDED ACTION		CATEGORY	BUILDING	ASSIGNMENT	FTE	RATE	EFFECTIVE	DATE ENDS
ALASHAB	GHADA	EMPLOY	REPLACE GJERNING	CLASSIFIED	CF TIGARD	LEARNING SPECIALIST ASSISTANT	0.813	I2	10/28/24	
ALZGAL	HANNAH	EMPLOY	REPLACE YOUNG	CLASSIFIED	TWALITY	INSTRUCTIONAL ASSISTANT 4/ALT ED	1.000	I2	10/28/24	
ALZGAL	HANNAH	TERM	RESIGN	CLASSIFIED	TWALITY	INSTRUCTIONAL ASSISTANT 4/ALT ED	1.000	I2	11/1/24	
BALDWIN	MARGIE	TERM	RETIRE	CLASSIFIED	METZGER	INSTRUCTIONAL ASST 3, EL	1.000	H11	11/30/24	
BALDWIN	MARGIE	EMPLOY	REPLACE SELF	CLASSIFIED	METZGER	INSTRUCTIONAL ASST 3, EL	1.000	H11	12/1/24	6/11/25
BELLO ABARCA	DAVID	TERM	RESIGN	CLASSIFIED	HAZELBROOK	SCHOOL ENGAGEMENT SPECIALIST	1.000	K4	11/15/24	
BETANCOURT	XENIA	EMPLOY	REPLACE MORALES	HOURLY	TUALATIN ES	INSTRUCTIONAL ASSISTANT 1	0.313	E2	10/31/24	6/11/25
CEREZO	EGNA	CHANGE	INCREASE FTE	CLASSIFIED	METZGER	NUTRITION SERVICE ASSISTANT 1	0.688	C11	10/14/24	
COLOMA	EDUARDO	EMPLOY	REPLACE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H2	11/5/24	6/9/24
EVANS	EBONY	EMPLOY	REPLACE PEDUZZI	CLASSIFIED	ALBERTA RIDER	FAMILY PARTNERSHIP ADVOCATE	0.500	I6	11/1/24	
GJERNING	CASEY	TERM	RESIGN	CLASSIFIED	CF TIGARD	LEARNING SPECIALIST ASSISTANT	0.813	I2	11/12/24	
HANIFIN	SHARON	CHANGE	INCREASE FTE	CLASSIFIED	CF TIGARD	NUTRITION SERVICE ASSISTANT 2	1.000	E11	10/14/24	
HERNANDEZ	CRYSTAL	TERM	RESIGN	HOURLY	TIGARD HS	NUTRITION SERVICES ASSISTANT 1	0.438	C7	11/7/24	
HETU	BRANDON	CHANGE	RECLASSIFICATION	CLASSIFIED	HAZELBROOK	TECHNOLOGY COORD BUILDING	1.000	K11	7/1/24	
LADD	HUNTER	CHANGE	RECLASSIFICATION	CLASSIFIED	TWALITY	TECHNOLOGY COORD BUILDING	1.000	K6	7/1/24	
LEE	ERICK	EMPLOY	REPLACE MENDOCA	CLASSIFIED	DEER CREEK	LEARNING SPECIALIST ASSISTANT	0.813	I3	11/1/24	
LLOYD	JULIE	EMPLOY	NEW POSITION	CLASSIFIED	CF TIGARD	NUTRITION SERVICES ASSISTANT 1	0.531	C2	11/12/24	
NESVOLD	BRADLEY	EMPLOY	NEW POSITION	TEMP CLASSIFIED	TEMPLETON	LEARNING SPECIALIST ASSISTANT	0.813	I2	10/28/24	6/11/25
MOHAMMED	HAJIR	EMPLOY	REPLACE WALTER	CLASSIFIED	FOWLER	LEARNING SPECIALIST ASSISTANT	0.875	I3	11/18/24	
MOUTON	LISA	EMPLOY	NEW POSITION	TEMP CLASSIFIED	TEMPLETON	LEARNING SPECIALIST ASSISTANT	0.813	I2	11/12/24	6/11/25
MURPHY	JACKSON	EMPLOY	REPLACE RINDISBACHER	CLASSIFIED	DURHAM	ELD ASSISTANT	0.813	H2	11/12/24	
MURRAY	AMANDA	EMPLOY	NEW POSITION	HOURLY	DEER CREEK	HEALTH ROOM ASSISTANT	0.375	I6	11/6/24	6/11/25
PEREZ	JEPHREN	CHANGE	RECLASSIFICATION	CLASSIFIED	FOWLER	TECHNOLOGY COORD BUILDING	1.000	K7	7/1/24	
RUTZ	TYLER	EMPLOY	REPLACE LOPEZ	CLASSIFIED	DEER CREEK	LEARNING SPECIALIST ASSISTANT	0.813	I2	11/18/24	
SALGADO	MARIO	EMPLOY	REPLACE ROSALES	CLASSIFIED	TUALATIN HS	UTILITY/CLEAN TECH	1.000	F6	12/2/24	
SANCHEZ	ISAIAS	EMPLOY	REPLACE ROOPER	CLASSIFIED	DEER CREEK	BUILDING SPECIALIST 1	1.000	J3	11/18/24	
SAXENA	MANISHA	EMPLOY	REPLACE CAMPOS	CLASSIFIED	HAZELBROOK	NUTRITION SERVICES ASSISTANT 1	0.688	C4	11/15/24	
VELAQUEZ SANCHEZ	MAGALY	CHANGE	LOCATION	CLASSIFIED	TWALITY	SECRETARY 3	0.750	I7	11/4/24	
VILDOZOLA VERGARA	IVAN	CHANGE	REPLACE	CLASSIFIED	OPERATIONS	FLOOR TECH	1.000	J3	11/1/24	
WHITE	LAYLA	EMPLOY	NEW POSITION	CLASSIFIED	TEMPLETON	NUTRITION SERVICES ASSISTANT 1	0.688	C5	11/12/24	
YOUNG	ASHLEY	EMPLOY	REPLACE	HOURLY	TUALATIN ES	ELD ASSISTANT	0.469	H2	10/29/24	6/11/25



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Len Reed

RE: Approved Administrative Rules - FOR INFORMATION ONLY

**EXPLANATION:**

The following ARs are submitted to the Board for information purposes only..

Policy	Title	Action	Explanation
<a href="#">GBEB_AR</a>	Communicable Diseases	FYI	<b><i>Highly Recommended</i></b>
<a href="#">GBNAB_JHFE_AR</a> (1) <a href="#">JHFE_GBNAB_AR</a> (1)	Reporting Suspected Abuse of a Child	FYI	<b><i>Required</i></b>
<a href="#">GBNAB_JHFE_AR</a> (2) <a href="#">JHFE_GBNAB_AR</a> (2)	Abuse of a Child Investigations Conducted on District Premises	FYI	No updates, however we have AR(2) and AR(3) swapped. We are making corrections. <b><i>Highly Recommended</i></b>
<a href="#">GBNAB_JHFE_AR</a> (3) <a href="#">JHFE_GBNAB_AR</a> (3)	Suspected Abuse Reporting Form	FYI	No updates, however we have AR(2) and AR(3) swapped. We are making corrections. <b><i>Highly Recommended</i></b>
<a href="#">GCDA_GGCDG_GDD</a> <a href="#">A R G1 deleteDDA_AR</a>	Criminal Records Checks and Fingerprinting	Delete	Deleting in lieu of new version of required model policy GCDA_GDDA
<a href="#">IGBAF_AR</a>	Special Education - Individualized Education Program (IEP) **/*	FYI	<b><i>Required</i></b>
<a href="#">JBAA_AR</a>	Section 504-students**/*	New FYI	<b><i>New to TTSD Highly Recommended</i></b>
<a href="#">JEA_AR</a>	Compulsory Attendance Notices and Citations **	FYI	<b><i>Highly Recommended</i></b>
<a href="#">JGAB_AR</a>	Use of Restraints or Seclusion **	FYI	<b><i>Required</i></b>

PRESENTER: Len Reed

SUPPLEMENTARY  
MATERIALS: [November 18th ARs](#)

RECOMMENDATION: None

PROPOSED MOTION: None





Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Alex Pulaski

RE: PROCLAMATION: Recognizing Native American Heritage Month

**EXPLANATION:**

Recognizing National Native American Heritage Month and celebrating the heritage and cultures of Native Americans and the contributions of Native Americans to the United States.

**PRESENTER:** Alex Pulaski

**SUPPLEMENTARY MATERIALS:** Proclamation: Recognizing National Native American Heritage Month.

**RECOMMENDATION:** Approve Proclamation: Recognizing National Native American Heritage Month.

**PROPOSED MOTION:** Move to approve Proclamation: Recognizing National Native American Heritage Month, as presented.



*Tigard-Tualatin School District, 23J*  
*PROCLAMATION*

*A proclamation of the Tigard-Tualatin School Board of Directors recognizing National Native American Heritage Month and celebrating the heritages and cultures of Native Americans and the contributions of Native Americans to the United States.*

**WHEREAS**, from November 1, 2024, through November 30, 2024, the United States celebrates National Native American Heritage Month; and,

**WHEREAS**, National Native American Heritage Month is an opportunity to consider and recognize the contributions of Native Americans to the history of the United States; and,

**WHEREAS**, Native Americans are descendants of the original, indigenous inhabitants of what is now the United States; and,

**WHEREAS**, Native Americans maintain vibrant cultures and traditions and hold a deeply rooted sense of community; and,

**WHEREAS**, Native Americans have made distinct and important contributions to the United States and the rest of the world in many fields, including the fields of agriculture, medicine, music, language, and art; and,

**WHEREAS**, Native Americans have distinguished themselves as inventors, entrepreneurs, spiritual leaders, and scholars; and,

**WHEREAS**, the people of the United States have reason to honor the great achievements and contributions of Native Americans and their ancestors:

**NOW, THEREFORE, BE IT PROCLAIMED**, that the Tigard-Tualatin School District recognizes the month of November 2024 as “National Native American Heritage Month”.

*Dated this 18<sup>th</sup> of November, 2024.*

*Attest:*

---

Tristan Irvin, Board Chair

---

Dr. Iton Udosenata, Superintendent



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

Date: November 18, 2024  
TO: Board of Directors  
FR: Lisa Burton  
RE: Native American Heritage Month

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EXPLANATION:

Alison Heath and Bryce Bennet will provide an update on the continued work of the Teaching and Learning Department and teachers to create and implement the Tribal History/Shared History 4th, 6th, and 10th-grade curriculum.

PRESENTERS: Alison Heath, and Bryce Bennett

SUPPLEMENTARY  
MATERIALS: [Senate Bill 13 Tribal History Shared History](#)

RECOMMENDATION: Recognition & Good News

PROPOSED MOTION: None



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

Date: November 18, 2024  
TO: Board of Directors  
FR: Tristan Irvin, Chair  
RE: Board Director Reports on CIP Presentations

**EXPLANATION:**

Prior to this evening's board meeting, Board members and school administrators met in a Work Session for deeper and richer conversations regarding our schools Continuous Improvement Plans (CIP). Board members were assigned school plans to review and to prepare for discussion. Board members will have an opportunity to share out the information they have learned from the school plans.

This evening Board members may provide information from the following schools as follows:

Tristan Irvin, Board Chair ~ CF Tigard Elementary School  
David Jaimes, Board Vice Chair ~ Metzger Elementary School  
Kristen Miles, Director ~ Mary Woodward Elementary School  
Crystal Weston, Director ~ Fowler Middle School  
Jill Zurschmeide, Director ~ Tigard High School

PRESENTER: Chair Tristan Irvin

SUPPLEMENTARY  
MATERIALS: None

RECOMMENDATION: Reports & Discussion Item

PROPOSED MOTION: None



TIGARD-TUALATIN SCHOOL DISTRICT 23J  
6960 SW Sandburg Rd.  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Len Reed

RE: Diverse Educator Pathway Program and Colleagues of Color Affinity Space

**EXPLANATION:**

The purpose of this presentation is to inform the Board on the work of our Grow Your Own program and staff affinity space and its impact on employee retention.

**PRESENTERS:** Len Reed and Mariela Tyler

**SUPPLEMENTARY  
MATERIALS:** [Slides](#)

**REQUESTED ACTION:** None

**PROPOSED MOTION:** Reports & Discussion Item Only





Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

Date: November 18, 2024  
TO: Board of Directors  
FR: Len Reed  
RE: First Reading Board Policy

**EXPLANATION:**

The following policies are submitted to the Board for a first reading under Reports and Discussions.

Policy	Title	Action	Explanation
<a href="#">JHCCF</a>	Pediculosis (Head Lice)	New	Guidance on exclusion of students found with head lice has changed in recent years. NASN, CDC, OSNA and Preventionii recommend against excluding students with head lice or nits. <b><i>Optional</i></b>
<a href="#">JHCCA</a>	Students - HIV, HBV and AIDS **	Delete	
<a href="#">JHCC</a>	Communicable Diseases - Students	Delete	Requirements for this policy was found in OAR 581-022-2220, which since has been revised and requirements removed in lieu of new requirements for Communicable Disease Plan - GBEB and GBEB_AR
<a href="#">JHCA_JHCB</a>	Immunization and School Sports Participation **	Update	Changes to OAR 581-022-2220 on health services. Requires a written prevention-oriented health services plan for students. <b><i>Highly recommended</i></b>
<a href="#">JHC</a>	Student Health Services and Requirements **	Delete	Delete in lieu of new board policy using code EBBA- Student Health Services
<a href="#">JH</a>	Student Welfare**	Update	Changes to OAR 581-022-2220 on health services. Requires a written prevention-oriented health services plan for students. <b><i>Optional</i></b>
<a href="#">JGA</a>	Corporal Punishment**	Update	The procedures for responding to an incident of restraint or seclusion were amended by Senate Bill 1024 (2023; see Section 3 <b><i>Optional</i></b>
<a href="#">AC</a>	Nondiscrimination	Update	Add: The district <b>does not discriminate and prohibits ....</b>

PRESENTER: Len Reed  
SUPPLEMENTARY  
MATERIALS: [November 18, 2024 1st reads](#)  
RECOMMENDATION: 1st Reading  
PROPOSED MOTION: None



TIGARD-TUALATIN SCHOOL DISTRICT 23J  
6960 SW Sandburg Rd.  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Alex Pulaski

RE: May 2025 bond update

EXPLANATION:

In 2022, TTSD hired a team of engineers, architects and contractors to assess the state of every district property, based on physical assessment, building documents and maintenance records. The resulting 2024 Long-Range Facility Plan, an exhaustive guide of more than 200 pages, has helped guide a series of meetings over the past year-plus of the district's long-range facility planning committee.

Last week, that committee (composed of community members, two Board members, staff and contractors) met to consider [recent polling on a variety of bond proposals](#), finances, key projects and recommendations from an internal facility planning committee, and more. Board Chair Tristan Irvin, as well as Board Member Jill Zurschmeide, were in attendance.

At the conclusion of that meeting, committee members conceptually endorsed plans to forward a formal bond proposal to the Board at your Dec. 9 meeting. That proposal, at \$421 million (an additional .99/\$1,000 of assessed value) over 20 years, would include the replacement of Fowler Middle School; significant renovations at Durham, Mary Woodward, Byrum and Bridgeport elementaries; curriculum and technology needs; priority 1 and 2 infrastructure upgrades; safety upgrades; athletics and recreation opportunities such as turf field replacement and installation, field lighting, and fully accessible playgrounds; and more. This district last passed a bond in 2016; the renewal coming up in May is for .27/\$1,000 of assessed value.

The priorities align with needs identified by the facilities committee over the past year-plus as well as polling indicators on what our constituents want and will potentially support in an election. Darin Barnard (director of operations/bond) and Kevin Montague (facilities manager) have been working intently in recent days to outline as precisely as practical what work is envisioned, and you will hear more about that at this Nov. 18 meeting as well as when the committee brings its formal proposal on Dec. 9.

The proposal and its supporting statement will be undergoing legal reviews over the next couple of weeks, and staff will also be preparing application materials due to the state soon for an OSCIM grant, which could add as much as \$12 million to available funds if the bond passes.

As you know, our community recently passed our local option levy, with a resounding 71% support. This is a strong indicator of this community's willingness to invest in our schools, as well as a testament to the volunteer leadership embodied by individuals such as Karen Emerson and Karen Hughart. Passing this bond in May will require a concerted volunteer effort as well as clear and impartial communication by the district demonstrating the current condition of our facilities, and the implications for students, staff and the community as a whole.

We are glad to answer your questions and look forward to the work ahead.

PRESENTERS: Alex Pulaski, Jessica Seay, Darin Barnard, Karen Hughart

SUPPLEMENTARY  
MATERIALS: None

REQUESTED ACTION: Reports & Discussion Item Only

PROPOSED MOTION: None



TIGARD-TUALATIN SCHOOL DISTRICT 23J  
6960 SW Sandburg Rd.  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Laura Kintz, PreK-5 Director of Teaching & Learning

RE: New Health Standards - **UPDATED**

**EXPLANATION:**

New Health Standards were adopted in 2023 and will be fully implemented in the 2025-26 school year. Last year, a TTSD elementary teachers and specialists committee cross-walked the new elementary health standards with lessons in our adopted health curriculum. They also developed a scope and sequence and developed integrated writing prompts aligned to the new health standards. This year, elementary teachers will begin to teach the lessons aligned to the new standards ahead of the 2025-26 requirement.

**PRESENTER:** Laura Kintz, PreK-5 Director of Teaching and Learning, and  
Alison Heath, Health, Social Sciences, TAG TOSA

**SUPPLEMENTARY  
MATERIALS:**

[Slides & Links to Health Standards Information](#)

**RECOMMENDATION:** None

**PROPOSED MOTION:** None



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

Date: November 18, 2024

TO: Board of Directors

FR: Tristan Irvin, Board Chair

RE: Oregon School Boards Association Elections

**EXPLANATION:**

The Oregon School Boards Association election is underway. Board Members of the Tigard-Tualatin School District will be voting on open OSBA Board of Directors Positions #15 & #20, and Resolution #1 that amends the OSBA dues schedule, Resolution #2 that creates the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee, and Resolution #3 that adopts the proposed amendments to the OSBA Bylaws.

**PRESENTER:** Tristan Irvin

**SUPPLEMENTARY  
MATERIALS:**

2024-OSBA Elections Calendar, OSBA Ballot, OSBA Board of Directors Candidates Information; Resolution #1: that amends the OSBA dues schedule, Resolution #2: that creates the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee; and Resolution #3: that adopts the proposed amendments to the OSBA Bylaws.

**RECOMMENDATION:** None

**PROPOSED MOTION #1:** I move that the Tigard-Tualatin School District Board of Directors support Kristy Kottkey for the OSBA Board of Director's position #20, and Nancy Thomas for the OSBA Board of Director's position #20, as presented,  
and

**PROPOSED MOTION #2:** I move that the Tigard-Tualatin School District Board of Directors adopt the Resolution #1 that Amends the OSBA dues schedule; Resolution #2 that creates the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee; and Resolution #3 that adopts the proposed amendments to the OSBA Bylaws, as presented.



<b>Nomination and election of regional members of the OSBA board of directors holding odd-numbered positions</b>		
<b>August 19, 2024</b>		Notice of position vacancies, candidate information packets, and official nomination forms shall be distributed to all incumbent directors and boards in eligible regions.
<b>August 19, 2024, through September 27, 2024</b>		A school board nominating one or more of its regional board members to the OSBA board of directors must do so by formal resolution of the board and timely submission of the nomination forms to the office of the OSBA. Nominations are closed after this date.
<b>No later than October 15, 2024</b>		Official ballots are distributed to member boards in each region 30 days prior to the date of the election, but no later than October 15.
<b>No earlier than November 1, 2024</b>		Member boards are asked to vote on the candidate(s) of their choice for their region no earlier than November 1, 2024, following the conclusion of all OSBA Fall Regional Meetings.
<b>November 15, 2024, through December 15, 2024</b>		Submission of votes to OSBA. Each member board in the appropriate region shall have one vote in the regional elections for members of the OSBA board of directors. The person receiving a majority of the votes cast for any position on the OSBA board of directors shall be elected.
<b>As soon as possible</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 ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes cast shall be declared elected.
<b>January 1, 2024</b>		Newly elected officers and regional members of the OSBA board of directors officially take office.

<b>OSBA Resolution Election</b>		
<b>No later than September 27, 2024</b>		All resolutions to be submitted to the membership for a vote must be received at the OSBA offices.
<b>No later than October 15, 2024</b>		Resolution details, along with an official ballot, will be sent to the membership.
<b>November 15, 2024, through December 15, 2024</b>		Each member board in the state shall vote in the general election on resolutions, bylaws amendments, and Legislative Policies and Priorities (even-numbered years only) using the weighted voting system outlined in the bylaws.

<b>OSBA Officer Elections</b>		
<b>September 13-15, 2024, or no later than October 31, 2024</b>		The currently seated OSBA board of directors meets to elect officers. Candidates receiving a majority of the votes cast for any officer position on the OSBA board shall be elected.



## Election - OSBA 2024 - Washington (15, 20)

### 2024 OSBA Election

**\* 1. Board of Directors Position 15 (Vote for one)**

- ☐ Kristy Kottkey
- ☐ Abstain
- ☐ No action taken

**\* 2. Board of Directors Position 20 (Vote for one)**

- ☐ Nancy Thomas
- ☐ Abstain
- ☐ No action taken

**\* 3. Resolution 1 - Amends the OSBA dues schedule**

- ☐ Yes - adopt
- ☐ No - do not adopt
- ☐ Abstain
- ☐ No action taken

**\* 4. Resolution 2 - Creates the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee**

- ☐ Yes - adopt
- ☐ No - do not adopt
- ☐ Abstain

☐ No action taken

**\* 5. Resolution 3 - Adopts the proposed amendments to the OSBA Bylaws**

- ☐ Yes - adopt
- ☐ No - do not adopt
- ☐ Abstain
- ☐ No action taken

**\* 6. Type the name of the district, ESD, or community college board that officially made this vote.**

**\* 7. Type the meeting date when the board officially made this vote.**

**\* 8. Type your name and title.**

To retain a record of your vote, you MUST print this page before clicking the Done button.

Done

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# OSBA BOARD CANDIDATES INFORMATION

Position 15:  
Kathy Kottkey

Position #20:  
Nancy Thomas

# NOMINATION FORM

## OSBA BOARD OF DIRECTORS

### REGIONAL MEMBER

Date: 09/24/2024

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 Board of Directors for the  
Northwest Region, Position # 15.

### BOARD CANDIDATE INFORMATION

Name: Kristy Kottkey  
District/ESD/Community College: Forest Grove School District  
Address: 2728 Harvest Ct.  
City: Forest Grove Oregon ZIP: 97116  
E-mail: kkottkey@osba.org Phone: 503-810-4877

This nomination was approved by official action of our board of directors at a duly called meeting on  
09/24/2024.  
(date)

  
(Board Chair signature)

Board Chair name: Kate Grandusky, Vice Chair  
District: Forest Grove School District  
Address: 1728 Main St  
City, State, Zip: Forest Grove, OR 97116



# OSBA Board of Directors

## CANDIDATE QUESTIONNAIRE

Name: Kristy Kottkey

Date: 8/23/2024

Address: 2728 Harvest Ct.

City/Zip: Forest Grove, OR 97116

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

Residence phone: 503-810-4877

Cell phone: 503-810-4877

E-mail: kkottkey@osba.org

District/ESD/CC: 15 Washington County

Term expires: 2027 Years on board: 1.5

Region: Washington

Position #: 15

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

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

Kristy Kottkey

08/23/2024

Name

Date

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

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

The mission of OSBA is to align policy, build relationships, and create advocacy pathways to make sure that all students in Oregon schools are served equitably and funded adequately to ensure a high quality education for all. Ultimately, the OSBA can and should help school board function at maximum effectiveness to be able to deliver services to all students and families.

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

I would love to build connections and relationships between board members so we can better align our policies and ideas across the state. I would also like to improve communication between the OSBA board and individual school boards to help with alignment in message to the broader community - in particular to those in our state who do not currently have children in schools. It is vital that everyone understands and commits to supporting public education for the greater good.

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

I have recently served on city council, am currently chair of the FGSD School board, but most importantly I was a teacher and team leader for years. I helped teams of teachers create and implement curriculum that served our most at-risk population of students. I hold a current teaching license, was back teaching in the classroom this past spring, and my husband is a middle school science teacher. I have a more direct experience with what is happening in today's classrooms and can communicate that need at legislative levels effectively.

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 Board of Directors

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

OSBA board of directors 2023-24

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

FGSD School Board 2023-24

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

Employers:

Dates:

Semi-retired teacher

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

High school: Mt. Vernon High School

College: Diploma

Degrees earned:

**Education honors and/or awards:**

**Other applicable training or education:**

MAT Education from Pacific University

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

Former City Councilor, Community Policing Advisory Committee, Forestry Committee, ODC Oregon Disability Commission

**Hobbies/special interests:**

Running, Gardening, Cheering for the Washington Huskies and Green Bay Packers

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

**Additional comments:**

## Meeting Minutes of September 10, 2024

### CALL TO ORDER

Board Chair Kristy Kottkey called the meeting to order at 5:32 p.m. and welcomed everyone; she then led the pledge of allegiance. The following were in attendance:

#### Board of Directors

Kristy Kottkey, Chair  
Kate Grandusky, Vice-Chair  
Brad Bafaro  
Mark Everett  
Valyrie Ingram  
Paola Garcia Andrade, Student Representative

#### Staff

Suzanne West, Superintendent  
John O'Neill, Assistant Superintendent  
Kim Shearer, Director of Student Services  
Ilean Clute, Director of Finance  
Enrique Pinon, Technology Manager  
David Warner, Director of Communications  
Arturo Lomeli, Director of Teaching and Learning  
Bethany Magnuson, Executive Assistant

### PRELIMINARIES

#### Introductions

Chair Kottkey announced a change in process from previous board meetings in regards to introductions.

#### Approval of the Agenda

Director Ingram moved to approve the agenda as presented, Director Grandusky seconded and the agenda was approved.

#### Superintendent Comments | Calendar Notes

Superintendent West made comments about an excellent first week of school. Explained there were expected bumps in places, such as high school lunches. CHAMPS and PAX are taking off with over 38 staff that have already contacted our TOSAs for 1:1 coaching. Athletics and other activities are off to a strong start with Forest Grove High School winning their first game of the season. Calendar updates included Congresswoman Bonamici's visit to Neil Armstrong Middle School. Congresswoman Bonamici spoke with leadership and students about her role and answered questions. Bond Oversight Meeting on September 11, 2024 and Open House at the Elementary School were also noted calendar items.

#### Forest Grove Education Association

Diana Smith & Hillary Barraza presented on the topic of FGEA Contract 6.5 regarding class size. Superintendent or designee must meet with the Association President by October 15th. Explained the process when someone comes to them with concerns.

#### Unscheduled Public Appearance

The following person provided unscheduled public comment regarding dress code in person: Diana Smith.



## CONSENT

The board engaged in a discussion regarding Consent Agenda: Personnel. Request to bring in GCPC/GDPC-AR Re-employment of PERS Retired Staff policy to work session.

2024-111 MOTION: Director Ingram moved to approve the consent agenda while pulling the retirement of Barry Berdahl and Greg Evers and the temporary hire of Barry Berdahl and Greg Evers as presented, Director Bafaro seconded, unanimously carried with a vote of 5-0.

**Item 1:** Board Minutes of the August 27, 2024 meeting.

**Item 2:** Personnel

**Item 3:** Accounts Payable ending August 31, 2024

## PRESENTATIONS

### Oath of Office for Student Representative

Chair Kottkey administered the oath of office to Paola Garcia Andrade, student representative to the school board for the 2024-2025 school year.

Student Representative Garcia Andrade introduced herself and her leadership team.

### Superintendent Evaluation Process

Superintendent West shared a presentation regarding the current evaluation process of the superintendent and request for next steps. Requesting to co-create 3-5 high leveraged goals.

Following discussion, each director agreed to move the Superintendent Evaluation Process to a working session.

## ACTION

### 2025-2026 Budget Development Calendar

The board had the opportunity to review the 2025-2026 Budget Development calendar at the August 27, 2024 meeting. There was one revision, which was to change the meetings in February and April day of the week from Monday to Tuesday. That change is reflected in the attached proposed public budget process calendar. A number of key events are outlined in the calendar.

2024-112 MOTION: Director Grandusky moved to approve the proposed 2025-2026 Budget Development Calendar as presented, Director Bafaro seconded, unanimously carried with a vote of 5-0.

2024-113 MOTION: Director Ingram moved to declare the Budget Committee vacancies. Director Everett seconded, unanimously carried with a vote of 5-0.

2024-114 MOTION: Director Bafaro moved to approve the timeline and process for the 2025-2026 budget. Director Ingram seconded, unanimously carried with a vote of 5-0.

2024-115 MOTION: Director Ingram moved to appoint Director Ingram and Director Grandusky to complete candidate interviews, Director Bafaro seconded, unanimously carried with a vote of 5-0.

## Oregon School Boards Association Board of Directors Nomination

Serving on the Oregon School Boards Association Board provides an opportunity to develop leadership skills and impact issues at the state and federal levels. School board members interested in running for a position on the OSBA Board of Directors need to be nominated by a member board within their region. Nominations require official board action.

Director Kottkey is interested in running for open position 15. Included in the packet is the candidate questionnaire that she has filled out.

2024-116      MOTION: Director Grandusky moved to nominate Chair Kristy Kottkey for the Oregon School Boards Association Board of Director position #15, Director Ingram seconded, unanimously carried with a vote of 4-0.

## **FUTURE ACTION ITEMS**

### Future Board Items | Board Discussion

Chair Kottkey offered the opportunity for discussion. No items discussed at this time.

## **ADJOURNMENT**

There being no further business the meeting adjourned at 6:32 p.m.

---

Bethany Magnuson, Executive Assistant

---

Kristy Kottkey, Board Chair

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

# NOMINATION FORM

## OSBA BOARD OF DIRECTORS

### 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 Board of Directors for the  
\_\_\_\_\_ Region, Position # \_\_\_\_\_.

### BOARD 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)**

\_\_\_\_\_  
(Board Chair signature)

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

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

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

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

# OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: Nancy E Thomas

Date: 23 Sept 2024

Address: 3766 SE Mckenzie Ave

City/Zip: Hillsboro, OR 97123

Business phone: 971 813.3189

Residence phone: 503.270.7596

Cell phone: 503.270.7596

E-mail: thomasn@hsd.k12.or.us

District/ESD/CC: Hillsboro School District

Term expires: 2025 Years on board: 4

Region: Washington County

Position #: 20



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

Nancy E Thomas  
Name

September 23, 2024  
Date

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

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

OSBA provides multiple supports to local school boards and their directors including but not limited to Board of Director training, attorneys specializing in education, legislative lobbying efforts for matters that impact all school districts, contracted services, eg, insurance. These resources and others are INVALUABLE to all districts and especially our smaller and rural school districts.

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

I want to see continued progress as OSBA reviews itself, revamps itself and makes the turn toward a brighter and sustainable future for itself and our state school boards. I'd like to be a part of the OSBA change and the OSBA future. Looking forward to seeing a redraft of the strategic plan as well as stabilization and accountability of our finances. Hillsboro has taught me about partnership, collaboration and accountability and I bring these values to OSBA participation.

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

There are two skills that I bring to the OSBA. One is the ability to say what needs to be said and know when to say it, and the other is authentic servant leadership. I prioritize the organization and its mission and direct my activities to support that mission. I respect the opinions of all and value the right to express them. As an elected official on behalf of our school districts and school boards, its imperative that I listen as intently as I speak and share my own thoughts.

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 Board of Directors

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

First, we need to stabilize our budget for now and protect the endowment that supports the organization. That includes a successful increase in dues for all members. Second, we must re-brand ourselves under our new leadership and provide transparency and accountability to our members as well as maximize our value add to them and their districts.

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

First, our most challenging issues is the completion of all collective bargaining agreements of which Hillsboro is last. We must conclude and without further negative impact on students and teacher lay offs. Second, we must navigate a deficit created by lack of CSL level funding. We now face hard decisions that will impact collect bargaining as well as services delivered to our students and community.

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

I communicate either in writing or via report out to our board of directors after every OSBA event. The OSBA board itself has provided a wealth of opportunity to share and collaborate with districts in my region. I would like to do some type of newsletter to all boards in our region collaborated by regional members of the OSBA board.

**Please continue to the next section.**

# OSBA Board of Directors

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

OSBA Board of Directors, 23' - '24; Hillsboro School District Board Member

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

HSD Board Strategic Planning Liaison '21 - '23; HSD Board Vice Chair '21 - '23

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

**Employers:**

Oregon Department of Human Services

**Dates:**

2017 - 2020 Sr Internal Auditor

Jun 2020 - Current; Chief Operations Officer, District 2 -  
Multnomah County

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

High school: Parkway North High School, St. Louis, MO; graduated 1984

College: Drake University, Des Moines, IA - graduated 1988; Salmon P Chase College of Law - graduated 1996; George Washington U

Degrees earned: Bachelors - International Relations (Drake); Juris Doctorate (Salmon P Chase College of Law - Northern KY Univ); Master's

**Education honors and/or awards:**

**Other applicable training or education:**

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

**Hobbies/special interests:**

- + Dragon boat Paddling
- + Teach / Present on Leadership, Emotional Intelligence

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

**Additional comments:**

Looking forward to continuing service to this noble organization.

# NANCY E THOMAS, J.D.

[nan.thomasinPDX@gmail.com](mailto:nan.thomasinPDX@gmail.com) \* 503.270.7596

## EDUCATION

**Bachelor of Arts**, Drake University

**Jurisprudence Doctorate**, Salmon P. Chase College of Law, Northern Kentucky University

**Master's Certification**, Commercial Contract Management, George Washington University

**Lean Six Sigma, Green Belt**, GE Aviation

## STATE OF OREGON WORK HISTORY

### OREGON DEPARTMENT OF HUMAN SERVICES (ODHS)

6/2020 - To date	Chief Operations Officer, District 2-Multnomah County <ul style="list-style-type: none"><li>▪ First Priorities include Contracts, Facilities, Safety &amp; Budget</li><li>▪ Second Priorities include Personnel &amp; Training</li><li>▪ 1000+/- Employees</li><li>▪ \$350M+/- average biennium budget for 2 programs</li><li>▪ 8 branches throughout Multnomah County</li><li>▪ Child Welfare &amp; Self Sufficiency Programs</li><li>▪ Leadership &amp; Supervision of the following hybrid teams:<ul style="list-style-type: none"><li>• District Administration &amp; Facilities Team (1+8)<ul style="list-style-type: none"><li>○ Business Expert &amp; Integrity Manager</li><li>○ (2) Facility Coordinators</li><li>○ (1) District Office Manager</li><li>○ (2) District Personnel Team</li><li>○ (1) District Auditor</li></ul></li><li>• Contracts / Budget Team (1+6)<ul style="list-style-type: none"><li>○ Contracts Manager</li><li>○ (3) Contract Administrators</li><li>○ (1) Invoice Specialist</li><li>○ (2) Contract Support Specialists</li></ul></li><li>• Safety Specialists Team (3)<ul style="list-style-type: none"><li>○ (2) Safety Specialists</li><li>○ (1) Safety Specialist Vacancy</li></ul></li><li>• Continuous Quality Improvement Team (4)<ul style="list-style-type: none"><li>○ MO</li><li>○ KB</li><li>○ JMK</li><li>○ SN</li></ul></li></ul></li></ul>
9/2019 - 6/2020	Sr. Internal Auditor, Shared Services, ODHS Internal Audit Dept
1/2019 - 9/2019	Child Welfare Contract Optimization Consultant, Child Welfare
5/2017 - 1/2019	Sr. Internal Auditor, Shared Services, ODHS Internal Audit Dept

## PRIOR WORK HISTORY

2/2017 - 5/2017 VIGOR INDUSTRIES, LEGAL CONSULTANT, Legal Department

11/2015 - 6/2016 QORVO, INC., CONTRACTS MANAGER, Legal Department

11/2008—11/2015 GE AVIATION LEGAL DEPARTMENT

COMMERCIAL ENGINE OPERATIONS LEGAL DEPARTMENT,

LEGAL SALES CONTRACT ANALYST (2012-2015)

Produced risk analysis and contract management for \$100M+ airframe contract. Oversaw legal

response for internal risk approval process for internal stakeholders. Implemented legal assistance in volatile claims settlement negotiations with strong rapport with large customers. Appointed to provide contract support to (7) site global business unit worth \$200M+.

UNISON DIVISION, LEGAL FOCAL (2010 - 2012)

GE AVIATION CONTRACT MANAGER, (2008 - 2010)

Authored and negotiated sales contracts and amendments for engine sales \$1M—\$800M+.

Established legal analysis for Sales in Executive approval matrix procedure. Formalized and drafted protocols for legal support and risk analysis to PM of 150+ engine services program. Negotiated \$850M services contract for large airline customer.

- 2004—2008     HARRIS CORPORATION BROADCAST COMMUNICATIONS DIVISION, LEGAL DEPARTMENT, CONTRACTS MANAGER
- 1999—2004     HAMILTON COUNTY FAMILY & CHILDREN FIRST COUNCIL, CONTRACTS MANAGER
- 1996—1999     HEALTHCARE LEGAL DEPARTMENTS  
CHOICECARE, INC., ANCILLARY CONTRACTS SPECIALIST, (1996 - 1998)  
MEDICA, INC., BUSINESS DEVELOPMENT SPECIALIST, (1998 -1999)

## POST UNDERGRAD & GRADUATE WORK HISTORY

- 1993—1996     SALMON P. CHASE COLLEGE OF LAW, FULL TIME LAW STUDENT
  - \* Harmon, Davis & Associates, LAW CLERK
    - Personal Injury trial preparation and research
    - Federal criminal investigations and defense preparation
    - Criminal trial preparation
  - \* Hamilton County Court of Common Pleas, LEGAL EXTERN, 6 months
    - Drafted initial opinions for judge
    - Conducted legal research for judge opinions
    - Assisted judge clerk in his absence
  - 6<sup>th</sup> Circuit Court of Appeals, LAW CLERK ASSOCIATE, 6 months
    - Authored Court of Appeals Guide to use and practice
    - Drafted initial court opinions for judge magistrate
- 1992—1993     HARRIS, BELLA & BURGIN, ASSOCIATES, WORKER'S COMPENSATION PARALEGAL
  - \* Legal research and evidence preparation and organization
  - \* Litigation & Worker's Comp Board Hearing preparation for attorney
- 1990—1992     AEON CORPORATION, INTERNATIONAL HUMANITIES SPECIALIST
  - \* Lived and worked in Osaka, Japan
  - \* Taught English to businessmen and relocating families
  - \* Translated business documents and correspondence
  - \* Achieved 4th grade level Kanji certification

## PROFESSIONAL LEADERSHIP & PUBLIC SPEAKING

### OREGON DEPARTMENT OF HUMAN SERVICES

- WELD Guest Speaker on Emotional Intelligence for Women Leaders Spring 2023
- In COO Role...
  - Executive Sponsor of District Employee Resource Groups
  - Member of African-American Managers Council
  - Multiple Mentor-Mentee relationships annually
- Speaker (Emotional Intelligence) at OR State Diversity Conference, 2020
- ODHS Leadership Academy, Annual curriculum speaker on Emotional Intelligence 2018 - 2019

### GE AVIATION –

- Co-Chaired GE AVIATION Legal Operations (“ALO”) Diversity Council;

- Orchestrated Global Diversity & Inclusion Programs at 5 global sites for Diversity Day Celebration featuring New York Times Bestselling author Dr. Mahzarin Banaji, author of Blind Spot
- Facilitated Diversity Summit for Women Engineer students being recruited to GE Aviation;
- Chaired GE Sings (internal competition for winner participation in Cincinnati Sings competition);
- Appointed to Steering Committee for GE People With Disabilities Network guiding efforts to organize and achieve 'affinity' status and corporate recognition;
- Participating member of AAF, Hispanic Forums and Women's & Veteran's Networks;
- Taught Junior Achievement to at-risk urban high school students providing personal finance awareness and career exposure
- GE Aviation SWEL (Summer Work Experience in Law), MENTOR
- GE Aviation AAF Coop & Leadership Program, MENTOR
- GE Aviation People With Disabilities Network, STEERING COMMITTEE

#### **NON-PROFIT ADVOCACY –**

- Parents For Public Schools of Greater Cincinnati; Advancing board leadership roles to President, advocating strong public schools for all students and empowering parents to engagement;
- Girls On The Run of Ohio, Inc.; Advocating for girl power, self-confidence and success in life
- Greater Cincinnati Stroke Association; "HERO AWARD" recipient advocating stroke awareness

### **PURPOSE DRIVEN ADVOCACY**

2021 - CURRENT	Publicly Elected to Hillsboro School District ("HSD") Board of Directors 7/2023 – current Board Member 8/21 – 7/23 – Board Vice Chair
2014—2015	Parents for Public Schools of Greater Cincinnati, Inc., BOARD PRESIDENT, leading 8 member Board and agency budget of \$350K CLASS IS IN SESSION, Radio Co-host; Live Call-in talk show on education, WDBZ—AM1230
2014—2015	North Avondale Montessori School, Local School Decision Making Committee (LSDMC) Chair (12 member committee)
2013—2015	The Vineyard Cincinnati, PRAYER TEAM VOLUNTEER
2012—2014	Parents for Public Schools of Greater Cincinnati, Inc., BOARD SECRETARY North Avondale Montessori School, LSDMC PARENT REPRESENTATIVE North Avondale Montessori School, Field Day Chair, leading 125+ volunteers WCET TV, Town Hall on Education, PARENT REPRESENTATIVE participant GE Aviation Junior Achievement, VOLUNTEER teaching 9-12 urban high school
2010 - 2011	GE Aviation SWEL (Summer Work Experience in Law), MENTOR GE Aviation AAF Coop & Leadership Program, MENTOR GE Aviation People With Disabilities Network, STEERING COMMITTEE
2002—2007	Girls On The Run of Ohio, Inc., BOARD MEMBER

#### **PUBLICATIONS -**

##### **MAGAZINE—**

National Contract Management Magazine, *"The Value Proposition for Diversity vs. the 'Do Nothing' Cost & Impact", August 2015 edition*

**BOOKS—**

*Thriving In Denial: The MS Manifesto*

*A Shot In the Ass!*

*The Other 90%: Success In & After Law School When You're Not At the Top of the Class*

# OSBA

## Resolutions:

#1: OSBA Dues Schedule;

#2: OSBA PRIDE Caucus;  
And

#3: Proposed  
Amendments to  
OSBA Bylaws.





## Resolution to Amend the OSBA Dues Schedule

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)



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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.*



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## **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**

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 county~~ies~~ 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. ~~14~~5.
- 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.
- ~~2.13.1~~14 **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 if~~ 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 chair~~man~~ 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~~ Cclearly articulate the vision, mission, and goals of the Caucus.

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

4.4.3 ~~Caucuses shall~~ Ccomply 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.~~5~~6 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 Board's 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

### ~~7~~8.1 Amendment of Bylaws.

- ~~7~~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.
- ~~7~~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.
- ~~7~~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.
- ~~7~~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.
- ~~7~~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.
- ~~7~~8.1.6 Whenever an amendment or new bylaw is adopted, it shall be ~~copied in the minute books~~ 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.

### ~~7~~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.