

**Bend-La Pine Schools
Bend, OR 97703
November 13, 2018**

Regular Meeting

The Board of Directors of Bend-La Pine Schools will meet in a regular meeting on November 13, 2018 at 5:30 p.m. in room 314 at the Education Center, 520 NW Wall Street, Bend OR.

Agenda

Call to Order	Vice Chair Douglass
Pledge of Allegiance	Ron Gallinat
Review of Agenda	Vice Chair Douglass

Consent Agenda

Approval of Minutes – October 9, 2018 <i>Reference: ORS 192.650 and ORS 332.057</i>	Vice Chair Douglass
Approval of Personnel Recommendations <i>Reference: ORS 332.505</i>	Jay Mathisen

Public Input

This is the time provided for individuals to address the Board. Visitors who wish to speak must sign up prior to the beginning of the meeting on the sign-up sheet provided. Visitors are asked to state their name and topic and have a maximum of three minutes to address the Board.	Vice Chair Douglass
---	---------------------

Hearing

Request for Instructional Time Flexibility & Optional Instructional Hours Exemptions	Vice Chair Douglass
--	---------------------

Action Items

Resolution 1877 : Financing to Purchase Buses	Vice Chair Douglass
Right of Way Acquisition	Vice Chair Douglass
Appoint Budget Committee Members	Vice Chair Douglass
OSBA Board of Directors and Election & 2018 Resolutions	Vice Chair Douglass

Reports

Construction Update	Mike Tiller
Bend Senior High Master Plan Update	Superintendent Mikalson
New Elementary School Naming Update	Kevin Gehrig
EL 6 – Staff Evaluation Policy Monitoring Report	Superintendent Mikalson

Discussion Items

Board Committee Updates	Vice Chair Douglass
-------------------------	---------------------

EL 6 Review

Board Comments

Adjourn

Accessible Meeting / Alternate Format Notification

This meeting location is accessible. Please contact Bend-La Pine Schools at 541-355-1001 if you need accommodation to participate in the board meeting. Please call at least three days prior to the scheduled meeting date. Thank you.

**Bend-La Pine Schools
Bend, OR 97703**

The Board of Directors for Bend-La Pine Schools met in a regular session on October 9, 2018 at Rosland Elementary School

Board Members Present

Andy High
Julie Craig
Carrie Douglass
Ron Gallinat *via teleconference*
Cheri Helt
Peggy Kinkade
Stuart Young

Call to Order

The meeting was called to order at 5:32 p.m. by Chair High. The Pledge of Allegiance followed.

Public Input

Janelle Rebick, BEA president, shared about great things the association is doing including a variety of professional development opportunities and recent grant awards earned by members.

Kristi Folliard spoke about safe gun storage and the need to continue to promote the message. She also shared her thoughts and concerns on recent security updates at school campuses.

Caroline Skidmore addressed safe storage of firearms and urged the Board and district to continue and increase their communication efforts on the importance of safe gun storage.

Amber Hossick shared statistical information on suicide in Deschutes County and shared her support of Skidmore's requests to communicate more about the importance of safe gun storage.

Brandi Borton shared concerns about limited honors course offerings and opportunities at La Pine High School for students as compared to the larger high schools in Bend.

Cynthia Poore shared concerns of bullying in schools and the need for more support systems for students at the middle and high school level.

Mary Russel shared concerns of bullying and inconsistent discipline processes at the middle and high school levels.

James McDonald spoke about suicide and bullying and the work he is doing in La Pine, specifically, to help support and bring students together in positive after-school events.

Chair High thanked all for attending and addressing the Board. Stuart Young agreed and said he appreciates hearing from community members and would like to follow up and learn more about some of the concerns expressed tonight.

Consent Agenda

Julie Craig moved to approve the Consent Agenda. Carrie Douglass seconded the motion.

Unanimous approval.

Reports

❖ School Start Time Announcement

Superintendent Mikalson noted the executive summary at Board members seats and shared that starting in the 2019-20 school year, school start times will change and explained how and why the district came to this decision. For the 2018-19 school year, elementary school hours will be from approximately 8:00 a.m. – 2:30 p.m. and middle and high school hours will be from approximately 8:45 a.m. – 3:45 p.m. Mikalson noted the survey results supported adopting new start times and the collaboration efforts that will take place over this year to ensure a smooth transition. He thanked all who were involved and part of the School Start Time Advisory Committee for their time, energy and meaningful work over the past two years.

Julie Craig said when she was appointed in 2012, school start times was one of the first things she asked about. She shared her appreciation for board members indulging and listening to her and to the district for the thorough job over the past couple of years and feels passionately it is best for kids and a way to support students.

Carrie Douglass agreed, noting that start times was not an issue she had a particularly strong opinion about, however feels the right decision was made for students. She thanked the committee and district for listening to the community, staff and students and feels this is a decision made in the best interest of students.

Chair High agreed and thanked Craig for her passion and persistence on this topic. Stuart Young complimented the process and said while not an easy decision, he agrees this is the right decision.

Peggy Kinkade appreciated the process and cautioned filling the time before school at the secondary level with too many options, practices, etc. that would ultimately eliminate the gains of the later start time. She is hopeful community partners will help provide more options for the possible increase in need for after school care at the elementary level. Kinkade felt the process was thoughtful, honest and overall feels it is a good decision for students.

Cheri Helt applauded the thoughtful process and that this decision was taken very seriously by all involved. She is hopeful this effort and extra rest time for middle and high school students will help support their social emotional health. She shared similar concerns as Kinkade and sincerely hopes this decision supports students and meets the needs of the community.

❖ South County Schools Update

Jim Boen thanked the Board for coming to South County and thanked Julie Linhares, Karen Kromer Foster and the Rosland team for hosting. Boen introduced Cameron Salvitelli, a new teacher at La Pine High School who is leading the CTE and forestry programs.

Salvitelli shared about his role at La Pine High and that CTE Revitalization funds from Measure 98 are supporting manufacturing and engineering programs aimed to prepare students for work after high school in their community. Students in CTE programs work on manufacturing, technical skills and soft skills that will help them thrive in the community after graduation. Part of Salvitelli's work includes connecting with an advisory board made up of community members who are in similar fields of work. Information from the advisory board helps Salvitelli create his coursework. He thanked the La Pine community and schools for the warm welcome and is just as excited as his students are for the potential of more elective offerings.

Chair High asked Salvitelli his plans to help break the stigma of working in the trade industry. Salvitelli said that many of the students he is working with did not realize the options available in high paying / high skilled labor type of jobs that do not require a four year degree. Stuart Young asked if students had a connection to the Habitat for Humanity program in La Pine and Salvitelli said he is currently working with the program to find ways for students to become more involved. Chair High thanked Salvitelli for his work and enthusiasm and is excited to see the programs grow.

❖ **EL 8 – Academic Programs Policy Monitoring Report**

Chair High noted the EL 8 policy monitoring report was presented in June 2018, and tonight a more in-depth look will be provided on what happens at the district level to help support meeting the Board Ends.

Jay Mathisen shared a graphic to help define the district's 'why' and explained three areas: academic excellence, future ready and thriving citizens are areas that district leaders ask building leaders to lead from at their schools. He reminded the Board of the design thinking process school leaders have been engaged in and noted it is much broader than what happens in schools; it focuses on how each school moves forward as a learning organization with collective genius. Mathisen also addressed the values of great teaching, leadership, trust, safety, innovation and equity.

Dave VanLoo shared information about DIBELS data and spoke about how reading trajectories are very telling of a student's academic future. He noted DIBELS data is just one way that helps measure individual student growth and the gaps in student achievement. Discussion ensued on data measures and factors that are and are not alterable which have an impact on learning.

Board members shared their appreciation for the more in depth look and discussed, how they, as a Board, assess this type of information in light of the Board Ends. Douglass said she appreciated seeing both the successes and areas that need improvement as it gives Board members an understanding of the needs, gaps and obstacles the district is facing. Helt commented on the importance of the district and Board being stubborn and holding to the vision created, and not allowing budgets, recessions, etc. cause the district to waiver or change focus.

Enrollment Update

Brad Henry reviewed enrollment data, noting the enrollment figure is the exact same as he presented at the September 11, 2018 meeting. Henry also reviewed financial data presented in the board packet. He noted enrollment is lower than projected, and explained the financial implications of the lower numbers. Henry noted PERS rates are increasing by 4.5 percentage points, or about \$4.5 million in cost to the district, which is a factor that will need to be considered going into the next biennium.

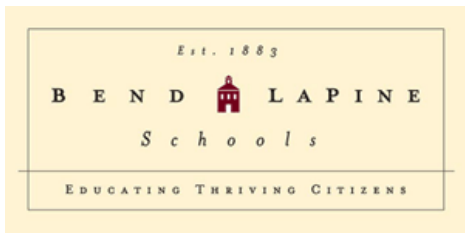
Board Comments

Peggy Kinkade thanked Rosland Elementary for hosting the board meeting and thanked community members for attending and addressing the Board.

Chair High agreed and said he appreciates hearing from the public, even when it is not always easy, it is important. He reminded all of the Bend Senior High School Distinguished Alumni assembly on Friday and encouraged all to attend.

Meeting adjourned at 7:27 p.m.

Recorded by: Andrea Wilson



HUMAN RESOURCES

Education Center

520 N.W. Wall Street

Bend, Oregon 97703-2699

(541) 355-1100

(541) 355-1109 FAX

DATE: November 6, 2018

TO: Shay Mikalson, Superintendent
Board of Directors for Bend-La Pine Schools

FROM: Debbie Watkins, Director of Human Resources – Classified
Jon Lindsay, Director of Human Resources – Certified

RE: Administrative and Licensed Recommended Hires, Resignations, and Retirees

The Human Resource Department recommends approval of the following hires, resignations and retirees at the school board meeting on November 13, 2018. All Hires are subject to successful drug testing, background check, and Oregon licensure.

CERTIFIED HIRES

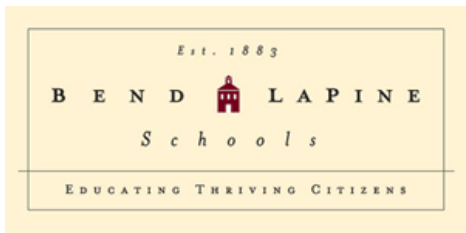
NAME	POSITION	LOCATION	STATUS	HIRE DATE
Byer, Heather	Life Skills Teacher PS107531TMP	Ponderosa	Temporary Full Time	11/13/2018
Halter, Rachelle	ESL Teacher PS107587TMP	ELL Department	Temporary Part Time .50 FTE	11/13/2018
Lundy, Cynthia	Speech/Language Pathologist PS107139	Special Programs	Regular Part Time .80 FTE	11/13/2018

CERTIFIED RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES
Hillmer, Jean	Life Skills Teacher	Pilot Butte MS	08/29/1995 – 11/30/2018
Hoffmann, Jennifer	Innovation Teacher	Buckingham Elementary	08/25/2008 – 11/26/2018
Spreitzer, Jean	Speech Therapist	Special Programs	08/27/2018 – 10/25/2018
Tisdale, Jill	Art Teacher	Pacific Crest MS	08/27/2018 – 11/09/2018

CERTIFIED RETIRE/REHIRE

NAME	POSITION	LOCATION	REHIRE/END DATES
Hillmer, Jean	Life Skills Teacher	Pilot Butte MS	12/01/2018 – 06/30/2019



HUMAN RESOURCES

Education Center

520 N.W. Wall Street

Bend, Oregon 97703-2699

(541) 355-1100

(541) 355-1109 FAX

ADMINISTRATIVE HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE

ADMINISTRATIVE RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES



HUMAN RESOURCES

Education Center

*520 N.W. Wall Street
Bend, Oregon 97703-2699
(541) 355-1100
Fax (541) 355-1109*

November 8, 2018

TO: Shay Mikalson, Superintendent
Bend-La Pine School Board of Directors

FROM: Jon Lindsay, Director of Human Resources – Licensed Staff
Debbie Watkins, Director of Human Resources – Classified Staff

RE: Classified Recommended Hires, and Resignations

The Human Resources Department recommends approval of the following hires and resignations at the School Board meeting on November 13, 2018

Classified Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Addison, Denise	#107554 School Office Secretary I	Three Rivers	Temp 2.0 hrs / day	10/08/18
Anderson, Julie	#107542 Nutrition Server I	Bend High	Reg 3.0 hrs / day	10/18/18
Anderson, Michelle	#107522 Kitchen Manager I	Cascade	Reg 7.75 hrs / day	10/09/18
Carbo, Martha	#107398 Nutrition Server I	Mountain View	Reg 3.0 hrs / day	10/04/18
Carlan, Anthony	#107584 Relief Bus Driver	Transportation	Reg 6.0 hrs / day	11/05/18
Chambers, Juli	#107552 School Office Secretary I	High Lakes	Temp 2.0 hrs / day	10/12/18
Cobb, Elizabeth	#107591 EA – Behavioral Support	Juniper	Temp 3.75 hrs / day	10/30/18
Compton, Sarah	#107543 School Office Secretary I	Elk Meadow	Temp 2.0 hrs / day	10/17/18
Cruse, Gordon	#107341 Custodial Crew I	Ensworth	Reg 8.0 hrs / day	10/04/18
Crumrine, Gregory	#107557 EA – NJROTC	La Pine High	Temp 6.0 hrs / day	10/17/18
Dunn, Miriam	#107538 School Office Secretary I	Lava Ridge	Temp 2.0 hrs / day	10/10/18
Eisler, Nicole	#107547 School Office Secretary I	W.E. Miller	Temp 2.0 hrs / day	10/11/18
Gassner, Angus	#107550 School Office Secretary I	Highland	Temp 2.0 hrs / day	10/29/18
Godino-Montano, Violeta	#107544 School Office Secretary I	Bear Creek	Temp 2.0 hrs / day	10/23/18
Green, Melissa	#107398 Nutrition Server I	Pine Ridge	Reg 3.0 hrs / day	10/15/18



HUMAN RESOURCES

Education Center

*520 N.W. Wall Street
Bend, Oregon 97703-2699
(541) 355-1100
Fax (541) 355-1109*

Hernandez, Lynda	#107398 Nutrition Server I	Skyview	Reg 3.25 hrs / day	10/08/18
Hillier, Jessica	#107341 Custodial Crew I	Bend High	Reg 8.0 hrs / day	10/04/18
Jameson, Julie	#107565 Nutrition Technician II	Highland	Reg 3.5 hrs / day	10/23/18
Keesee, Mikael	#107516 EA – Behavior Support	La Pine Elementary	Temp 7.25 hrs / day Updated hours from 10/9/18 report from 6.75	09/28/18
MacRostie, Tiffany	#107539 School Office Secretary I	Ponderosa	Temp 2.0 hrs / day	10/12/18
Malone, Rebecca	#107513 Nutrition Technician II	Ponderosa	Reg 3.5 hrs / day	10/30/18
Marquez-Gutierrez, Yolanda	#107398 Nutrition Server I	Pilot Butte	Reg 3.25 hrs / day	10/11/18
Massey, Jill	#107398 Nutrition Server I	Bend High	Reg 3.25 hrs / day	10/18/18
McCohan, Jennifer	#107533 EA – Student Instruction	Elk Meadow	Temp 5.0 hrs / day	10/08/18
McCoy, Renee	#107532 Counseling Office Secretary II	Marshall	Temp 8.0 hrs / day	10/11/18
McMillan, Judy	#107541 School Office Secretary I	Pine Ridge	Temp 2.0 hrs / day	10/12/18
Meyer, Joel	#107341 Custodial Crew I	Mountain View	Reg 8.0 hrs / day	10/04/18
Miholich, Stacy	#107588 Attendance Secretary II	High Desert	Reg 7.75 hrs / day	10/29/18
Moore, Zachary	#107341 Custodial Crew I	Summit	Reg 8.0 hrs / day	10/04/18
Nelson, Shannon	#107546 School Office Secretary I	Ensworth	Temp 2.0 hrs / day	10/29/18
Pichardo, Robert	#107569 Bus Driver	Transportation	Reg 4.0 hrs / day	10/23/18
Ruvalcaba, Kayla	#107542 Nutrition Server I	Bend High	Reg 3.0 hrs / day	10/15/18
Smoldt, Donald	#107398 Nutrition Server I	R. E. Jewell	Reg 1.2 hrs / day	10/05/18
Stenzel, Karie	#107522 Kitchen Manager I	Cascade	Reg 7.75 hrs / day	10/03/18
Thomas, Beth	#107560 School Office Secretary I	Amity Creek	Temp 2.0 hrs / day	10/24/18
Torres, Julia	#107513 Nutrition Technician II	Cascade	Reg 3.25 hrs / day	10/23/18
Trefry, Sonia	#107398 Nutrition Server I	High Lakes	Reg 3.0 hrs / day	10/23/18
Unruh, Joni	#107563 School Office Secretary I	R.E. Jewell	Temp 2.0 hrs / day	10/29/18



HUMAN RESOURCES

Education Center

*520 N.W. Wall Street
 Bend, Oregon 97703-2699
 (541) 355-1100
 Fax (541) 355-1109*

Weed, Julie	#107562 School Office Secretary I	Juniper	Temp 2.0 hrs / day	10/26/18
Williamson, David	#107398 Nutrition Server I	W.E. Miller	Reg 3.25 hrs / day	10/22/18

Classified Resignations

Name	Position	Location	Resign Date
Dowler, Stephen	Bus Driver	La Pine Transportation	03/16/18 – 10/31/18
Humphrey, Jeanie	Nutrition Server I	Bend High	02/03/15 – 10/30/18
Irzyk, Natalie	Counseling Secretary II	Mountain View	08/13/18 – 10/17/18
Wysong, Wesley	Bus Driver	La Pine Transportation	03/15/18 – 11/09/18



REPORT: Request for Flexibility and Optional Instructional Hours Exemptions

PRESENTED BY: Jay Mathisen, Deputy Superintendent; Lora Nordquist, Assistant Superintendent

EXECUTIVE SUMMARY: In September, 2018, the State Board of Education approved changes to the state’s Instructional Hours rules (OAR 581-022-2320). The new rules provide the opportunity to have additional flexibility, particularly for high school students, when scheduling students and calculating district compliance with Division 22 instructional hour requirements. These rules are effective for the 2018-19 school year.

The required instructional time is currently 990 hours for students in grades 9-11 and 966 hours for students in grade 12. The board approved scheduling flexibility and optional instructional hour exemptions for the following students:

- Those who have fulfilled all state requirements for graduation;
- Those who at the start of their senior year are on track to exceed all state requirements for graduation; and
- Those who are earning credit toward a diploma through accelerated learning classes, such as Advanced Placement or International Baccalaureate courses; classes at a post-secondary institution; internships; work-based learning; or credit by proficiency.

The State Board of Education also added several provisions directly related to the scheduling flexibility outlined above:

1. A parent, guardian, or student may request a full schedule unless specifically prohibited by rule or law;
2. Flexibility for students can be granted only with annual approval of the school board after a public hearing; and
3. Each year the district must report to the school board the total number of students (disaggregated) that have been exempted from instructional hour requirements under the flexibility provisions.

ADMINISTRATIVE RECOMMENDATION: After the required public hearing has taken place, the district recommends the school board approve the request for scheduling flexibility and optional instructional hours exemptions outlined above.



ACTION ITEM: Resolution 1877 : Financing to Purchase Buses

PRESENTED BY: Brad Henry, Chief Operations and Financial Officer

EXECUTIVE SUMMARY:

In September, 2018 staff proposed a replacement plan for our fleet of school buses. This plan requires both an annual investment from the general fund of \$275,000 and annual financing to provide resources to purchase ten buses annually.

Since the September meeting we researched different possibilities for financing the bus purchases. Through discussions with our financial advisor, bond counsel and a few financial institutions, we believe the option that makes the most sense is to finance purchases each year.

Following you will find resolution 1877 authorizing staff to execute and deliver a financing agreement not to exceed \$1.39 million. Our plan is to repay this loan over the next ten years, aligning repayment with the 70% depreciation reimbursement we receive from the State. Once approved, we would order the buses for delivery in May or June of 2019, completing the financing at that time.

ADMINISTRATIVE RECOMMENDATION:

We recommend approval of resolution 1877 authorizing staff to execute and deliver a financing agreement not to exceed \$1.39 million to purchase school buses.

RECOMMENDED MOTION:

I move to approve Resolution 1877 – Financing to Purchase Buses, authorizing staff to execute and deliver a financing agreement not to exceed \$1.39 million to purchase school buses.

RESOLUTION NO. 1877

A RESOLUTION OF ADMINISTRATIVE SCHOOL DISTRICT NO. 1 (BEND-LA PINE SCHOOLS), DESCHUTES COUNTY, OREGON AUTHORIZING THE EXECUTION AND DELIVERY OF ONE OR MORE LEASE PURCHASE, LOAN OR SIMILAR FINANCING AGREEMENTS.

WHEREAS, the Board of Directors (the “Board”) of Administrative School District No. 1 (Bend-La Pine Schools), in Deschutes County, Oregon (the “District”) deems it necessary to finance the costs of purchasing school buses and related equipment (the “Project”) and paying costs of issuance through one or more lease purchase, loan or similar financing agreements (the “Agreement”); and

WHEREAS, the District desires to enter into one or more lease purchase, loan or similar financing agreements in an aggregate principal amount not to exceed \$1,390,000 for the Project and costs of issuance; and

WHEREAS, the District is authorized pursuant to the Constitution and laws of the State of Oregon, namely Oregon Revised Statutes Section 271.390, to enter into such agreements to finance real and personal property projects; and

WHEREAS, the District anticipates incurring expenditures (the “Expenditures”) to finance the costs of the Project, described herein, and wishes to declare its official intent to reimburse itself for any Expenditures it may make from its available funds on the Project from the proceeds of the Agreement, the interest on which shall be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Board has determined that those moneys advanced to pay the Expenditures prior to the issuance of the Agreement are available only for a temporary period and it may be necessary to reimburse the District for the Expenditures from the proceeds of the Agreement;

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. Authorization. The District hereby authorizes the Chair, Superintendent, Chief Operations and Financial Officer, or Business Manager (each an “Authorized Representative”), on behalf of the District and without further action by the Board, to negotiate the terms of the Agreement, in an aggregate principal amount not to exceed \$1,390,000, with one or more banks or other financial institutions or vendors, to further select and delineate the particulars of the Project, and to execute and deliver the Agreement and any related documentation necessary to carry out this Resolution to complete the financing.

The estimated weighted average life of the Agreement does not exceed the dollar weighted average life of the Project being financed with the Agreement, as required by ORS 271.390. The District hereby determines that the Project is needed for District purposes.

2. Security. The District shall pay the amounts due under the Agreement from any and all of its lawfully available funds as authorized by ORS 271.390. Pursuant to ORS 287A.315, the District hereby pledges its full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the amounts due under the Agreement. This pledge of the District’s full faith and credit and taxing power shall not entitle the owners or purchasers of the Agreement to any lien on specific properties or revenues of the District.

3. Declaring Intent to Reimburse Expenditures. The District hereby declares its official intent pursuant to Treasury Regulation Section 1.150-2 to reimburse itself for Expenditures of the Project paid prior to the issuance of the Agreement with proceeds of the Agreement.

4. Appointment of Special Counsel. The Board appoints the law firm of Hawkins Delafield & Wood LLP of Portland, Oregon, as Special Counsel for the purpose of assisting in the preparation and execution of the Agreement and related documentation necessary to carry out this Resolution and to complete the financing.

ADOPTED by the Board of Directors of Administrative School District No. 1 (Bend-La Pine Schools), Deschutes County, Oregon this 13th day of November, 2018.

**ADMINISTRATIVE SCHOOL DISTRICT NO. 1
(BEND-LA PINE SCHOOLS)
DESCHUTES COUNTY, OREGON**

By: _____
Chair

ATTEST:

By: _____
Clerk/Superintendent



ACTION ITEM: Right of Way Acquisition on Knott Road for a Roundabout

PRESENTED BY: Mike Tiller, Executive Director of Facilities

EXECUTIVE SUMMARY:

One much needed project in the 2017 Bond is the construction of a new high school. Through discussions with the City of Bend the district has been asked to obtain new right of way for a roundabout at Knott Road and 15th Street. Through negotiations with the owner, the district has agreed to terms to pay for a portion of the property at 60800 Tekampe Road for right of way dedication for a roundabout. The land is currently owned by the Corporation of the Presiding Bishop of The Church of Jesus Christ of Latter-day Saints, a Utah corporation sole.

The district has an agreement to pay, subject to Board approval, \$18,432.63 for approximately 4,483 square feet of the property located at 60800 Tekampe Road. Due to the complex nature of this transaction, the district will be working with the City of Bend right of way acquisition team.

ADMINISTRATIVE RECOMMENDATION:

The district recommends approval of the right of way acquisition as described, for the property located at 60800 Tekampe Road.

RECOMMENDED MOTION:

I move to approve the payment of \$18,432.63, plus closing costs, after final contract negotiations, for the dedication of 4,483 square feet of the property located at 60800 Tekampe Road for right of way needed in the construction of a new roundabout.



ACTION ITEM: 2018 Bend-La Pine Schools Budget Committee

EXECUTIVE SUMMARY:

The Bend-La Pine Schools Budget Committee is comprised of the Board of Directors and seven members of the community. The Budget Committee works with district staff to review and approve the school district's budget each year.

The following Budget Committee members terms expired on June 30, 2018:

- Natasha McFarland
- Rick Olegario

McFarland and Olegario have expressed their desire to continue to serve on the Budget Committee. Community members serving on the Budget Committee serve for a three year term.

RECOMMENDED MOTION:

I move to reappoint Natasha McFarland and Rick Olegario to the Budget Committee.



ACTION ITEM: 2018 OSBA Board of Directors Election & 2018 Resolutions

EXECUTIVE SUMMARY:

OSBA Board of Directors, Position 3, serving the Central Oregon region is currently held by Patty Norris from Crook County School District. Norris has received two nominations to continue to serve in Position 3. The nominations and Norris' resume follow this executive summary.

This fall, as approved by the OSBA Board of Directors, members are asked to vote on the following resolutions as part of the annual fall membership elections process:

- **Resolution 1**
Adopts the proposed 2019-20 OSBA Legislative Policies and Priorities as recommended by the Legislative Policy Committee. The full text of the resolution follows this executive summary.
- **Resolution 2**
Amends the OSBA Bylaws relating to composition of the OSBA Board of Directors by designating the Oregon School Board Members of Color Caucus a voting seat on the OSBA Board of Directors and Legislative Policy Committee. The full text of the resolution follows this executive summary.

Voting is currently open and closes on December 14, 2018.

**NOMINATION FORM
OSBA BOARD OF DIRECTORS
REGIONAL MEMBER**

Date August 20, 2018

Tass Morrison, OSBA President-Elect
Oregon School Boards Association
1201 Court St NE, #400
Salem, OR 97301
Fax: 503-588-2813
E-mail: OSBAelections@osba.org

**Nominations are due by 5 p.m.,
September 28, 2018.**

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

Dear Tass Morrison:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for Region Central Position # 3

BOARD CANDIDATE INFORMATION

Name: Patti Norris
District/ESD/Community College: Crook County School District
Address: 2398 SE Blue Skies Lane
City: Prineville, Oregon ZIP: 97754
E-mail: patti.norris@crookcounty.k12.or.us Phone: 541-815-7263

This nomination was approved by official action of our board of directors at a duly called meeting on August 13, 2018.
(date)


(Board Chair signature)

Board Chair name: Scott Cooper
District: Crook County School District
Address: 471 NE Ochoco Plaza Dr.
City: Prineville, OR ZIP: 97754

NOMINATION FORM OSBA BOARD OF DIRECTORS REGIONAL MEMBER

Date: Sept. 11, 2018

Tass Morrison, OSBA President-Elect
Oregon School Boards Association
1201 Court St NE, #400
Salem, OR 97301
Fax: 503-588-2813
E-mail: OSBAelections@osba.org

**Nominations are due by 5 p.m.,
September 28, 2018.**

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

Dear Tass Morrison:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for Region Central Position # 3

BOARD CANDIDATE INFORMATION

Name: Patty Norris
District/ESD/Community College: Crook County School District
Address: 471 NE Ochoco Plaza Drive
City: Prineville, OR ZIP: 97754
E-mail: patti.norris@crookcounty.k12.or.us Phone: 541-447-3645

This nomination was approved by official action of our board of directors at a duly called meeting on
Sept. 11, 2018
(date)


Chair

Board Chair name: Andy High
District: Bend-La Pine Schools
Address: 520 NW Wall Street
City: Bend, OR ZIP: 97702

Administrative School District No. 1
Bend-La Pine Schools

Resolution No. 1876

OSBA Board of Directors, Position 3 Nomination

WHEREAS, Bend-La Pine Schools is a member of the Oregon School Boards Association;

NOW THEREFORE, BE IT RESOLVED that the Bend-La Pine Schools Board of Directors nominates Patly Norris, Crook County SD for the OSBA Board of Directors, Position 3.

Moved by Cheri Helt

Second by Carrie Dauglass

Yes votes 5

No votes 0

Dated this 11th day of September 2018.


Chair


Vice Chair

G. Wilson
Board Secretary

CANDIDATE QUESTIONNAIRE

OSBA Board of Directors

Name: __Patti Norris_____ Region: Central

District/ESD/CC: __Crook County School District_____ Position #: 3

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.

Patti Norris
Name

August 24, 2018
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 OSBA mission is to support an equitable approach to each Oregon student's quest for an excellent future by working toward the goals of strong local school districts and boards, stable and adequate education funding, and responsible state and federal government actions.

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

- Support excellent education for ALL students around the state.
- Craft a viable and permanent solution to school funding challenges that meets student needs and supports a vibrant, healthy state economy.
- Ensure the voice of ALL districts (large and small, urban and rural, east and west, etc.) are heard.

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 am a passionate education advocate who believes in hearing multiple viewpoints on a topic before crafting or supporting a solution. Once a situation is evaluated I look for creative solutions, often involving collaboration, to make things happen quickly. An example of this is the formation of the Crook County Kids Club which my co-founder and I took from concept to serving kids in a new facility within 12 days after the sudden closing of our local Boys and Girls Club. We accomplished this by securing support from our staff, city, county, parks and recreation organization, a local church, the school district, and individual donors.

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

- 1) Helping a very partisan legislature craft an adequate and sustainable funding model for education that also supports a vibrant Oregon economy.
- 2) Ensuring the OSBA organization's efforts and resources continue to meet the needs of ALL districts and support the success of ALL students.

5. What do you see as the two most challenging issues faced by your region?
- 1) Stable and adequate funding is at the top of any issues list.
 - 2) Other issues are more unique to each district. For some, accommodating explosive growth is a priority, for others it's dealing with the fiscal challenges of declining enrollment or securing enough staff. Additionally, we are all continually motivated to improve the performance of our students while implementing increasingly specific mandates from legislators and voters.
6. What is your plan for communicating with boards in your region?
- Participate in regional roundtable at OSBA conferences
 - Participate in regional OSBA meetings
 - Create opportunities to meet with boards in person
 - Reach out to constituent board chairs for input and updates on OSBA activities

Deadline: September 28, 2018, 5 p.m.

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

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

High school: *Foothill High School*; Tustin, CA 1975-1979

College/Degrees earned:

University of California, Santa Cruz; Santa Cruz, CA 1979-1983—*BA, Economics*
Santa Clara University; Santa Clara, CA 1988-1991—*Master of Business Administration*
San Jose State University; San Jose, CA 1999-2000— *Certificate in E-commerce Management*

Education honors and/or awards:

Honor Roll

Other applicable training or education:

OSBA Leadership Institute Individual Platinum Award
OSBA Leadership Oregon Graduate 2017
Numerous classes in non-profit and business management

Activities, other state and local community services:

Girl Scout Troop 50797-Volunteer and Supportive Parent 2006 - Present

Hobbies/special interests:

Travel, attending theatrical performances, museums, reading, genealogy, researching educational and business best-practices

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

<i>Crook County Coalition for Safe and Drug-Free Schools and Communities</i> -Treasurer	2017 - Present
<i>Prineville-Crook County Chamber of Commerce</i> -Member	2008 - Present
<i>Crook County Historical Society/Bowman Museum</i> -Bookkeeper 2012-present, Collection Registrar 2004-2011	2004 - Present
<i>Crook County Library Board of Trustees</i> -Board Chair 2010-2013, Vice Chair 2007-2010	2006 - 2013
<i>Dry Creek Airpark Homeowners Association Board of Directors</i> -Treasurer	2002 - 2006
<i>Friends of the Reading Program/Vision Literacy</i> (Adult literacy program) -President, Treasurer	1992 – 2002
<i>Nike Animal Rescue Foundation</i> -Co-founder, President, Treasurer	1984 - 1990

Additional comments:

Deadline: September 28, 2018, 5 p.m.

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



Resolution to adopt the OSBA 2019-2020 Legislative Priorities and Policies as recommended by the Legislative Policy Committee

WHEREAS, the OSBA Legislative Policy Committee is charged under the OSBA Bylaws with developing the association’s recommended Legislative Priorities and Policies, and

WHEREAS, the OSBA Legislative Policy Committee met in January and April to develop the Proposed OSBA Legislative Priorities and Policies for 2019-20, and

WHEREAS, the OSBA Legislative Policy Committee sent the Proposed OSBA Legislative Priorities and Policies for 2019-20 out to the membership of OSBA for comment and suggested changes, and

WHEREAS, the overwhelming majority of the comments received by the membership were in support of the Proposed OSBA Legislative Priorities and Policies for 2019-20 developed by the OSBA Legislative Policy Committee, and

WHEREAS, the OSBA Legislative Policy Committee met via telephone conference call in August to review the comments received by the membership, and

WHEREAS, the OSBA Legislative Policy Committee discussed the comments from the membership and made no modifications to the Proposed OSBA Legislative Priorities and Policies for 2019-20, and

WHEREAS, the OSBA Legislative Policy Committee approved the Proposed OSBA Legislative Priorities and Policies for 2019-20 at its August meeting and urged the OSBA Board of Directors to approve the Proposed OSBA Legislative Priorities and Policies for 2019-20 and place them before the membership for approval.

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the Proposed OSBA Legislative Priorities and Policies for 2019-20 be placed before the membership for consideration during the 2018 OSBA election season, and

BE IT FURTHER RESOLVED that the Proposed OSBA Legislative Priorities and Policies for 2019-20 and a copy of this resolution be forwarded to all member boards of the Association in accordance with the OSBA Board of Directors adopted elections calendar.

Submitted by: OSBA Board of Directors



LEGISLATIVE POLICIES AND PRIORITIES

2019-20

Approved by the Legislative Policy Committee on April 28, 2018



PROPOSED OSBA LEGISLATIVE PRIORITIES FOR 2019-20

The Oregon School Boards Association (OSBA) believes funding a strong public education system is the best investment Oregonians can make to strengthen our economy, create thriving communities and improve the quality of life for every Oregonian.

To accomplish these goals, OSBA will introduce and support legislation that:

- **Supports Student Success**

OSBA will actively promote legislation that leads to increased academic success for all students from early learning through post-secondary.

OSBA will advocate to ensure local school boards and communities control the implementation of programs and curriculum and the allocation of resources so that all students are college and/or career ready upon graduation or completion of their academic program.

OSBA will support efforts to increase graduation and high school completion rates, lower the number of dropouts, close opportunity and academic achievement gaps, and provide additional supports for students from traditionally underserved populations.

- **Provides Stable and Adequate Funding**

OSBA will actively promote legislation to increase state and federal funding to ensure adequate and stable funding for Oregon's school districts, education service districts (ESDs), community colleges and early learning programs as a means to providing a quality public education for all students.

OSBA will actively promote legislation that strives for this balance by advocating for the restructuring of Oregon's revenue system, promoting job creation and increasing economic development opportunities across Oregon.

- **Promotes Local Determination and Shared Accountability**

OSBA will actively support legislation that gives locally elected boards and school district superintendents the ability and flexibility to make decisions about their students' educational needs and to provide services and programs that will maximize student success.

OSBA will highlight the need for shared accountability between school districts and their stakeholders as a best practice in improving student success.

- **Opposes Mandates**

OSBA will actively oppose any federal or state mandate that is not evidence based with results indicating increased achievement for all students and that is not accompanied with the necessary additional funding to meet all costs associated with the mandate.

- **Promotes Capital Construction/Capital Improvements**

OSBA will continue to actively promote legislation that provides additional state-level resources to school districts to help pay for capital construction and capital improvement needs, as well as deferred maintenance costs for all school facilities.

- **Contains Educational System Cost Drivers**

OSBA will actively promote legislation that provides school districts relief from cost drivers that are beyond the control of the local school district or school board. These cost drivers include the Public Employees Retirement System (PERS), health insurance and any state or federally mandated program or service.

Section 1: Finance

PROPOSED 1.1 Investing in Oregon's Public Schools to Ensure Adequate and Stable Funding

OSBA supports increasing state resources to school districts so that Oregon's schools are competitive nationally and globally and each school district and education service district (ESD) has the resources necessary to fully support operational, instructional and student achievement goals.

OSBA supports fully funding Oregon's Quality Education Model.

OSBA supports the role of locally elected school boards to set spending priorities and opposes using the State School Fund distribution formula to mandate specific expenditures.

OSBA supports school funding equalization. OSBA supports continued funding of local option equalization grants; local option property tax revenue should not be included in the State School Fund.

PROPOSED 1.2 Reforming Tax Policy

OSBA supports efforts to provide the revenue necessary to attain the educational goals of Oregon's education system, to restructure tax policy to reduce the volatility of Oregon's current system and to provide for a diverse and fair tax system to fund public education in Oregon.

OSBA supports the creation and maintenance of an education stability fund to be used in times of economic distress.

OSBA supports the authority of local districts to seek voter approval for supplemental operating revenue from a variety of additional sources, including local option levies.

OSBA supports efforts to modify the property tax system to mitigate the impacts of property tax compression.

PROPOSED 1.3 Mandate Relief, Paperwork Reduction and Public Funds for Public Schools

OSBA advocates for mandate relief and paperwork reductions for school districts and ESDs to streamline bureaucracy, remove duplicative or unnecessary reporting, and get more resources into the classroom.

OSBA opposes any mechanism that diverts public funds, including tax credits and vouchers, to private, religious or for-profit schools or erodes financial support of the public school system.

PROPOSED 1.4 Oregon Department of Education Supporting Districts

OSBA supports adequate funding for Oregon Department of Education programs and state-level initiatives that are sustainable and provide timely and high-quality technical and programmatic assistance to school districts and ESDs and are focused on improving student achievement.

OSBA supports providing resources to school districts and ESDs to ensure the equitable distribution of grants or targeted investments.

OSBA opposes any effort to create an accountability or intervention system that would lead to the state takeover of any local school, school district or ESD.

OSBA advocates for the inclusion of school and ESD board members on all educationally focused state-level work groups or committees to allow for input from locally elected education policymakers.

PROPOSED 1.5 Financial and Program Accountability

OSBA supports a strong system of meaningful school district and ESD accountability for the expenditure of public funds and program accountability for student achievement and outcomes.

PROPOSED 1.6 School District Capital and Infrastructure Needs

OSBA supports the use of additional state resources and the issuance of state general obligation bonds to assist school districts and ESDs in providing modern, well-equipped schools and academically appropriate classrooms that provide safe, structurally sound and healthy learning environments to promote student achievement.

OSBA supports policies that ensure collaboration, at the local level, to address school districts' infrastructure needs, including consideration of the financial impacts of urban renewal, systems-development charges and enrollment growth due to housing construction.

PROPOSED 1.7 Oregon's Common School Fund

OSBA supports maximizing the assets and the investment returns of the Common School Fund as an additional state resource for school funding in Oregon. OSBA will vigorously advocate before the State Land Board to ensure that it fulfills its fiduciary obligation to manage the resources in the Common School Fund for the greatest benefit of current and future generations of schoolchildren in Oregon.

Section 2: Programs

PROPOSED 2.1 School Improvement

OSBA supports state-level school improvement efforts provided they are implemented in ways that grant local school officials maximum flexibility to incorporate local needs and priorities.

PROPOSED 2.2 Special Education

OSBA supports increased state and federal funding for all special education programs and services, including programs for children birth through age 5.

OSBA supports full funding for the costs associated with serving students with the most severe low-incidence, high-cost disabilities, including those served in out-of-district or out-of-state placements.

PROPOSED 2.3 Education Service Districts

OSBA supports the role of ESDs to serve school districts in achieving Oregon's educational goals by providing equitable, high-quality, cost-effective, locally responsive educational services on a regional basis.

PROPOSED 2.4 Curriculum, Technology and Online Education

OSBA supports curriculum-related decisions made at the district level that provide a well-rounded and rigorous curriculum for all students, including opportunities for music, art, physical education, world languages, STEAM, career and technical education, and co-curricular activities.

OSBA supports local control of curriculum and materials related to Oregon state standards.

OSBA opposes state or federal instructional mandates.

OSBA supports state financial and professional development resources so districts can implement Oregon state standards and student assessments and provide appropriate information to the public.

OSBA supports the use of English Language Learner and dual-language immersion programs as viable instructional strategies to support emerging bilingual speakers and increase student achievement.

OSBA supports increasing access to technology to enhance and support instruction and promote greater student achievement.

OSBA supports state-level funding to support and improve the technology infrastructure available to school districts and ESDs.

OSBA supports locally developed alternative and/or innovative education programs as tools to address students' educational needs.

PROPOSED 2.5 Public Charter Schools

OSBA supports public, district-sponsored charter schools as an additional tool to provide innovative educational options for students.

OSBA opposes changes to the charter school law that would channel public funds to private and/or religious schools, allow entities other than school district boards to authorize charter schools within their boundaries, mandate direct access to the State School Fund by charter schools or decrease school district funding and oversight of charter schools.

OSBA supports updating the charter school law to require charter school applicants to demonstrate how the charter school will meet the legislatively adopted goals of the charter school law, including how the charter school will provide unique opportunities for children in the school district.

OSBA supports removing online education programs from the charter school statute and creating a separate section within the law for online education programs.

PROPOSED 2.6 Career and Technical Education (CTE)

OSBA supports new and continued partnerships with community colleges, higher education, apprenticeship programs, the business community and other entities to increase educational and career opportunities for students.

OSBA supports changes to teacher licensing laws to allow greater flexibility for individuals who do not hold a traditional teaching license to provide CTE instruction.

OSBA supports funding to ensure the long-term sustainability of new and existing CTE programs.

PROPOSED 2.7 Post-Secondary Opportunities for High School Students

OSBA supports increased access and opportunities for high school students to participate in post-secondary programs and classes at minimal or no cost to the student.

OSBA supports alignment between school districts and colleges/universities regarding the transferability of dual credits earned while students are enrolled in public high school.

PROPOSED 2.8 Student Assessment

OSBA supports the use of assessments as tools to inform students, parents, educators and the community about where students are in their learning progression and determining needed supports for students and schools.

OSBA supports reviewing Oregon's student assessment system with the goal of providing timely feedback, maximizing instructional time, deriving the necessary information to improve student learning and minimizing classroom disruption for students and educators.

PROPOSED 2.9 Student Wellness

OSBA believes that a student's mental and physical health are significant factors in student success and supports collaboration between governmental and community-based programs to provide wraparound services that promote social, emotional and behavioral health and other wellness programs that benefit students.

Section 3: Personnel

PROPOSED 3.1 Collective Bargaining and Management Rights

OSBA supports local control of collective bargaining and opposes statewide bargaining and the creation of a statewide salary schedule.

OSBA supports changing the collective bargaining structure to eliminate “status quo” bargaining and to establish shorter bargaining timelines.

OSBA supports the right of districts to look for ways to contain costs by contracting with outside providers for services.

PROPOSED 3.2 Employee Rights and Benefits

OSBA supports determination and definition of school employee rights and benefits through the collective bargaining process at the local level.

OSBA supports an actuarially sound statewide retirement program for school employees that balances benefit adequacy for employees against costs for employers.

OSBA supports local school boards working with employee groups to provide the most cost-effective health insurance plans, including Oregon Educators Benefit Board (OEGB) opt-out.

PROPOSED 3.3 Teacher and Administrator Licensing

OSBA supports licensing requirements that assure a level of preparation necessary to teach to rigorous academic standards, recognize licenses from other states and account for the challenges districts face attracting and retaining qualified personnel.

OSBA supports working collaboratively with the Teacher Standards and Practices Commission (TSPC) and teacher preparation programs within higher education to prepare educators to address the needs of all Oregon students and increase student achievement.

OSBA supports additional flexibility to allow more teachers to provide college-level instruction in public high schools.

OSBA supports changes to teacher licensing laws to allow greater flexibility for individuals who do not hold a traditional teaching license to provide instruction in CTE and other hard-to-fill courses.

PROPOSED 3.4 Teacher and Administrator Quality

OSBA recognizes that teacher and administrator quality is one of the most important factors in improving student achievement. OSBA supports local and state programs to provide professional development, mentoring and training for teachers and administrators that is rigorous and leads to a system of continuous improvement and growth in student achievement.

OSBA supports rigorous, high-quality, ongoing evaluations of teachers and administrators that include consideration of student achievement and growth.

OSBA supports efforts to attract and retain a more diverse workforce that reflects the demographics, languages and needs of Oregon’s students.

Section 4: Governance and Operations

PROPOSED 4.1 State-Level Education Policy and the State Board of Education

OSBA supports a state board of education as the appropriate state-level policymaking body for elementary and secondary schools.

OSBA strongly supports collaboration between state-level policymakers, educators and stakeholders, including school board members, parents and students, when considering policy changes to Oregon's public education system.

OSBA believes that any discussion about improving student outcomes must include recognition of and a plan for the needed state investments to implement the goals.

PROPOSED 4.2 Local Governance

OSBA believes that locally elected school district and ESD boards are best equipped to make decisions in the best interests of their students and communities and will strongly advocate for Oregon's tradition of democratically elected, local governance of school districts and ESDs.

OSBA opposes measures that would place additional restrictions on local voters' ability to govern their school districts and ESDs.

PROPOSED 4.3 School Safety

OSBA supports school district and ESD boards determining measures necessary to promote safe and secure school environments for students, staff, parents and the community.

Section 5: Federal Education Issues

PROPOSED 5.1 Every Student Succeeds Act (ESSA) and the Federal Role in Education

OSBA supports collaboration between the Oregon Department of Education and local education stakeholders, including parents and students, when creating and implementing federally mandated state, district and school accountability systems and student assessments.

OSBA believes Oregon stakeholders should be empowered to design, create and implement the programs and systems necessary to fulfill ESSA requirements.

OSBA believes ESSA collaboration must focus on supports for struggling schools, closing achievement and opportunity gaps for traditionally underserved students, and increasing graduation rates for all student subgroups.

PROPOSED 5.2 K-12 Funding in the Federal Education Budget

OSBA believes the federal share of funding for, including but not limited to, the Individuals with Disabilities Education Act (IDEA), Title I, emerging English or bilingual speakers, Carl Perkins CTE grant funds, and child nutrition programs should be increased and a top priority for the U.S. Department of Education, Congress and the president.

OSBA believes federal education funding should be distributed based on student needs and not through competitive grants that pit states against each other for limited funds.

OSBA opposes federal education policies that do not include financial resources to implement.

OSBA opposes any mechanism that diverts federal funds, including tax credits and vouchers, to private, religious or for-profit schools or erodes financial support of the public school system.

PROPOSED 5.3 County Timber Payments

OSBA supports Oregon congressional delegation efforts to ensure that funding for the Secure Rural Schools and Community Self-Determination Act (also known as County Timber Payments) continues or that there is a successor program.

OSBA members know that cuts to timber payments do not just impact the school districts in timber country. The loss of timber money is a net loss to the entire funding system, and every school and student in Oregon is impacted.



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

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

WHEREAS, the Oregon School Board Members of Color Caucus (the Caucus) has been active and supported by OSBA’s Board of Directors since 2016; and has developed a purpose statement, elected officers and regional and at-large representatives; and has established bylaws; and

WHEREAS, the Caucus has defined its core value as follows: “To promote quality education for all students with emphasis on the unique needs of students of color;” and

WHEREAS, the Caucus has articulated its mission; and

WHEREAS, OSBA’s Board of Directors recognizes the importance of the Caucus’s core value and mission; and

WHEREAS, OSBA’s Board of Directors has publicly supported the Caucus’s work through three separate votes in 2016 and 2017; and

WHEREAS, in accordance with OSBA Bylaws the Board of Directors acted to recognize the Caucus with ex-officio status on the OSBA Board and Legislative Policy Committee in August 2018; and

WHEREAS, the Caucus has respectfully requested that the Board of Directors submit a resolution to the membership designating the Caucus a seat on the OSBA Board of Directors and Legislative Policy Committee.

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the proposed bylaws amendment designating a Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2018 OSBA election; and

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

Submitted by: OSBA Board of Directors



BYLAWS

Proposed Bylaw Changes

Approved by the Board of Directors on September 15, 2018

Submitted to the Membership for Consideration in the 2018 Election Process

Draft

Draft

TABLE OF CONTENTS

		Page
SECTION 1	PURPOSE.....	1
SECTION 2	MEMBERS	2
2.1	Admission	2
2.2	Dues	2
2.3	Reserved Powers of the Members	2
2.4	Voting Power	2
2.5	Process of Approval of Member Resolutions	3
2.6	Regional Election of Directors and LPC Members	3
2.7	Modification of Regions.....	4
2.8	Annual Meetings.....	4
2.9	Special Meetings.....	4
2.10	Telephonic/Video Meetings	5
2.11	Place of Meetings	5
2.12	Action by Written Ballot	5
2.13	Unanimous Written Consent	5
2.14	Quorum and Voting	5
SECTION 3	DIRECTORS.....	5
3.1	Powers	5
3.2	Qualifications.....	5
3.3	Number	6
3.4	Term.....	6
3.5	Composition.....	6
3.6	Vacancies	7
3.7	Resignation	8
3.8	Removal	8
3.9	Meetings.....	8
3.10	Notice of Meetings	8
3.11	Waiver of Notice	8
3.12	Quorum and Voting.....	8
3.13	Presumption of Assent	8
3.14	Compensation.....	9

TABLE OF CONTENTS
(continued)

		Page
3.15	Director Conflict of Interest.....	9
SECTION 4	COMMITTEES AND CAUCUSES.....	9
4.1	Standing Committees	9
4.2	Other Board Committees.....	10
4.3	Advisory Committees.....	11
4.4	Caucuses	11
4.5	Administration	11
SECTION 5	OFFICERS OF THE BOARD OF DIRECTORS	11
5.1	Appointment.....	11
5.2	Designation	11
5.3	Compensation and Term of Office	11
5.4	Removal and Resignation	11
5.5	Officers.....	12
SECTION 6	NONDISCRIMINATION	13
SECTION 7	GENERAL PROVISIONS	13
7.1	Amendment of Bylaws.....	13
7.2	Inspection of Books and Records.....	13
7.3	Checks, Drafts, Etc	13
7.4	Deposits	13
7.5	Loans or Guarantees.....	13
7.6	Execution of Documents.....	13
7.7	Insurance	14
7.8	Fiscal Year	14
7.9	Severability	14

SECTION 1 PURPOSE

- A. The Oregon School Boards Association (the “Association”) exists solely to perform essential governmental functions and all of its income accrues to the State of Oregon or its political subdivisions as required under IRC Section 115. In particular, the Association’s mission and purpose are as follows:
- B. To work for the general advancement and improvement of the education of all public school children of the State of Oregon.
- C. To gather and disseminate information pertinent to the successful operation of public schools.
- D. To work for the most efficient and effective organization of public schools of this state. “Public schools” include local school districts, education service districts, the State Board of Education and community colleges classified as a political subdivision.
- E. To work for adequate and dependable financial support for the public schools of this state.
- F. To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.
- G. To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.
- H. To study and interpret educational programs and to relate them to the needs of pupils.
- I. To promote public understanding of the role of school boards and school board members in the improvement of education.
- J. To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.
- K. To endeavor to implement the policies, beliefs and resolutions of the Association members and board of directors.
- L. To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.
- M. To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

SECTION 2 MEMBERS

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

2.1.1 Local School District as defined under ORS Chapter 332;

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

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

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

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

2.4 Voting Power.

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

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

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

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

2.5 Process of Approval of Member Resolutions.

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

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

2.6 Regional Election of Directors and LPC Members

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2.14 Quorum and Voting. A quorum of the members shall consist of those votes represented at a meeting of the members. If a quorum is present when a vote is taken, the affirmative vote of a majority of the votes represented and voting when the action is taken is the act of the members except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of members.

SECTION 3 DIRECTORS

3.1 Powers. Except as provided under Section 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of a 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.

3.3 Number. The board of directors shall consist of not fewer than three nor more than ~~23~~ 24 persons. The number of directors may be fixed or changed periodically, within the minimum, and maximum by the members.

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

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

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

3.4.3 If a director serving as an officer 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 past president.

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

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

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

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

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

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

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

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

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

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

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

3.10 Notice of Meetings. All members shall be officially notified of a special meeting by written notice delivered personally, by telephone or electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the

method by which directors can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.

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

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

3.13 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.

3.14 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.

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

SECTION 4 COMMITTEES AND CAUCUSES

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

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

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

4.1.3 Legislative Policy Committee. The board of directors shall maintain a Legislative Policy Committee.

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

(b) Composition. The LPC shall be composed of the voting members of the board of directors and the regional representatives elected under the procedures defined in 4.1.3(c) and (d). All committee members must be elected or appointed directors of a member. The vice president of the board shall chair the LPC.

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

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

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

(f) 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.

4.2 Other Board Committees. The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the

action is taken. The provisions of these bylaws governing meetings, action without meetings, notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors; provided, however, that no committee of the board of directors may:

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

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

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

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

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

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

4.4.4 With the adoption of this section, the Oregon School Board Members of Color Caucus is established.

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

SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

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

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

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

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

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

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

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

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

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

5.5.4 Secretary-treasurer: The secretary-treasurer shall be responsible for keeping in a suitable minute book accurate minutes of all board of director meetings; shall carry on official

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

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

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

SECTION 6 NONDISCRIMINATION

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

SECTION 7 GENERAL PROVISIONS

7.1 Amendment of Bylaws.

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

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

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

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

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

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

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

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

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

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

* * * * *

The foregoing bylaws were duly adopted by the Board of Directors of Oregon School Boards Association on (fill in date) and approved by the membership on (fill in date).

Bend-La Pine Schools
Superintendent Monitoring Report to Board of Directors

Executive Limitation 6 – Staff Evaluation

November 13, 2018

Background/Discussion

The School Board has created a set of policies that are used to help govern Bend-La Pine Schools. Each year, district staff will report to the Board regarding one group of these policies, the executive limitations. These reports are designed to provide the School Board with information regarding how the superintendent is meeting the criteria established within the adopted Executive Limitations.

Monitoring Report

With respect to employment compensation and benefits for employees, the Superintendent shall not fail to develop an evaluation system, which is in compliance with Oregon laws, and measures employee performance in terms of achieving the Board Ends policies. Accordingly the Superintendent shall not:

- 1. Fail to develop and administer an evaluation system for all employees that links performance with continued employment.**

Evidence of Compliance:

Beginning in the 2011-2012 school year, licensed employees have been evaluated with a system that meets the requirements of the state of Oregon as per Senate Bill 290 and longer-standing statutory requirements. Evaluation tools and protocols were implemented that sharply and smartly increased the focus on current best practices in teaching, counseling, school leadership and other specialty positions. This is evidenced best by the requirements that multiple measures be used, including a series of observations by supervisors, to inform rubrics that are specific to ten different job specialty categories. Links to those evaluation rubrics are below.

The implementation of this improved system has been reviewed and revised in the years since 2011-2012 in an ongoing and responsive manner that continues to yield an evaluation system that is vastly improved and continuously refined.

Classified employees continue to be evaluated in a manner that highlights performance strengths and areas for growth. The 180-day probationary period, unique to classified employees, provides a heightened period of focus on performance in the first months of employment.

Central office administrators are in the first and second year of implementation of new evaluation tools that in some ways align with the evaluation of licensed employees, but in other ways are more relevant to their leadership responsibilities. Specifically, goal setting, self-reflection and supervisor evaluation rubrics have been drafted and utilized that are components of an improved system.

- [Certified Teachers](#);
- [Counselors](#);
- [Library Media Specialists](#);
- [School Nurse](#);
- [School Psychologist](#);
- [Special Education Teacher](#);
- [Speech Language Pathologist](#); and
- [Student Services](#);
- [Assistant Principals](#); and
- [Principals](#).

2. Fail to develop and administer an evaluation system for licensed personnel that is designed to:
a. Improve instruction.

Evidence of Compliance:

The [PASS system](#) emphasizes structured professional development for early career educators in an innovative system that meets the requirements for licensure renewal and aligns with district priorities regarding instructional practices. Compensation pacing is more flexible, as employees have choice in their professional development trajectory by focusing on instructional practices that align best practices regarding student learning to their context.

Supervising school administrators are required to complete 10 mini-observations of each licensed employee every two school years. Each mini-observation includes a follow up discussion, or written inquiry-focused discussion prompt, intended to foster practitioner reflection via a co-inquiry model of professional learning. Ongoing [learning-focused supervision](#) has been and continues to be a district priority.

Newer administrators, more than a dozen, are engaged in a new administrator cadre this year. A key focus of that cadre's work is on teacher observations and inquiry-based dialogue that supports professional growth. District leadership is providing small-group learning labs that will allow administrators to learn with and from peers as they review teaching and examine and practice conversations with teachers that promote reflection and growth.

b. Measure professional improvement, development and performance.

Evidence of Compliance:

The annual goal setting and bi-annual summative evaluation processes within the evaluation system provide ample opportunity for licensed staff and administrators to measure professional growth and development. The ongoing professional dialogue that occurs in the context of multiple mini-observations is a strength. Growth goals keep the focus on student learning and growth as measured in multiple measures of student performance.

PASS incorporates multiple instances for review and reflection on one's professional growth. For early career educators, this process culminates in a level review, including videos of one's teaching and a reflective narrative; an on-demand task involving analysis of student work; and an action research project. External review of each of the above components is a strength of this system.

c. Document unsatisfactory performance.

Evidence of Compliance:

The district's current BEA contract includes language that specifies process steps to be taken when unsatisfactory performance of certified staff is identified. Language providing due process for both probationary and contract teachers is included in contract language.

The current evaluation system materials include a flow chart that provides step by step guidance with an aim of supporting certified staff in efforts to improve performance.

The board of directors contributes to a transparent process above and beyond what is called for in Oregon statute regarding renewals and extensions for licensed staff.

d. Link teacher performance with multiple measures.

Evidence of Compliance:

The goal setting process included in SB290, and utilized in our district evaluation system, is designed to promote a focus on student learning and growth as measured through multiple measures.

At the school level, the board ends provide further context for teams of teachers to design goals and actions that include the measurement of less traditional indicators valued by our board of directors as the foundation of our district vision. Linking student learning and growth goals and school design plans has been an effective way to align evaluation with a design process that is vibrant and relevant in schools.

e. Assure that instructional time is used to maximize student learning.

Evidence of Compliance:

Multiple rubric indicators, found in each linked evaluation manual in Section #1 above, connect and highlight the importance of maximizing student learning in the instructional process. The materials developed as a part of the evaluation system provide rich discussion points for professional conversations between administrators and certified staff.

f. Encourage the use of student surveys.

Evidence of Compliance:

The district utilizes student surveys to measure indicators such as student levels of hope, engagement and other dispositions that include critical thinking, communication, collaboration, and creative problem solving skills. These surveys are conducted annually using [Gallup](#) and [Brightbytes](#) survey tools.

A growing number of teachers are utilizing classroom level student surveys outside of any evaluation system in an effort to inform their practices.

At the 2018 Leadership Academy, school leaders spent time discussing and collaborating on ways to track school progress in areas that matter most: the quality of teaching and school climate and culture. Led by Dave VanLoo, and the belief that school improvement should be driven by roughly 1/3 student performance, 1/3 perception data, and 1/3 data on adult actions; school teams worked through examples of student and staff perception surveys.

The Panorama Student Survey gathers feedback from students about their classroom experiences. Research shows that student perceptions strongly correlate with learning outcomes and can be an important improvement tool for school systems. More about the [Panorama Student Survey](#) is available at this link.

Addendum: See linked documents above.

Areas for Continued Improvement, 2018-19:

Efforts to improve and update tools used in evaluation of classified employees fell short of final design of tools that were ready for implementation in 2018-2019. Moving from the conceptual design of those tools towards implementation in 2019-2020 is a goal. Though currently utilizing a functional set of tools, the goal is to design tools that align with other employee group tools while continuing to provide a system that provides for a strong focus on employee performance.

There are two next steps that should be completed in 2018-2019. The first of those is to design and communicate around new classified employee evaluation tools. This has been a goal for two years, and is considered to be the last remaining employee group evaluation system to receive updating and alignment. Completion of this work would impact approximately 1000 classified employees, their supervisors and the students they serve.

Second, the district and the BEA are nearing the end of a term of a Memorandum of Understanding that frames the PASS system. With more than 100 licensed employees currently on the PASS system, the district is confident that the new staff induction practices have impacted students and teachers positively by providing an induction program and ongoing professional learning opportunities that make a positive difference for students. Linking opportunities to access compensation at a personalized pace to this professional learning system has been collaborative work that the BEA and district leadership have been pleased to design.

Identifying specific next design needs for the professional level of this system is the work at hand that both the BEA and the district understand needs attention prior to moving the system forward in the contract or in addendum such as an MOU. Honest and transparent sharing of communications, design thinking and success-focused pilot work is necessary in the coming months.