



Northwest Regional
Education Service District

BOARD PACKET
MATERIALES DE LA MESA
DIRECTIVA

General Session - Sesion general November
13, 2024 - 13 de noviembre de 2024
6:00 pm

Questions?
Contact vwhite@nwresd.org

Welcome to this Public Meeting of the NWRESD Board of Directors

November 13, 2024 | 6:00 pm | In-Person
Tillamook Bay Community College - 4301 3rd St, Tillamook, OR 97141



GENERAL SESSION

- | | | |
|---------|---|--|
| 6:00 PM | <u>1. CALL TO ORDER & ROLL CALL</u> | Chair Tymchuk &
Secretary White
Chair Tymchuk |
| 6:02 PM | <u>2. PLEDGE OF ALLEGIANCE / LAND ACKNOWLEDGEMENT</u> | Chair Tymchuk |
| 6:05 PM | <u>3. AGENDA REVIEW/REVISION</u> | Chair Tymchuk |
| 6:06 PM | <u>4. SUPERINTENDENT REPORT</u>
A. <u>November 2024 Superintendent Report</u> | Dan Goldman |
| 6:16 PM | <u>5. RECOGNITION AND GOOD NEWS</u>
A. <u>David Goodell, Tillamook Service Center Principal</u> | Kelsey Soltysiak |
| 6:26 PM | <u>6. PUBLIC COMMENT</u>
The Northwest Regional Education Service District Board of Directors appreciates community members sharing information during public comments. <u>Members of the community wishing to address the Board must complete a Public Comment Request prior to the beginning of the board meeting.</u> The Board requests comments be limited to three (3) minutes per speaker. Speakers will state their name and home address for the record. While the Board does not respond to public comment, following the meeting the Chair, Vice Chair, and Superintendent will together determine the appropriate level of response. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel. | Secretary White |
| 6:36 PM | <u>7. CONSENT AGENDA</u>
A. <u>Approve October 2024 Board Meeting Minutes</u>
B. <u>Approve October 2024 Personnel Reports</u>
C. <u>Adopt Policy: CB, BBE, BBFC and KG</u> | Chair Tymchuk |
| 6:38 PM | <u>8. REPORTS AND DISCUSSION</u>
A. <u>Strategic Planning: Action Plan</u>
B. <u>Attendance Services Update</u>
C. <u>First Read Policy: EBBA</u>
D. <u>Administrative Reports</u> | Brian Bain
Ryan Blasquez
Debbie Simons
Dan Goldman |
| 7:10 PM | <u>9. ACTION ITEMS</u>
A. <u>October 2024 Financial Report</u>
B. <u>Approve Aloclek Furniture Purchase</u>
C. <u>Elect 2024 OSBA Board Members - Positions 15 and 20</u>
D. <u>Approve 2024 OSBA Resolution 1</u>
E. <u>Approve 2024 OSBA Resolution 2</u>
F. <u>Approve 2024 OSBA Resolution 3</u> | Jordan Ely
Jordan Ely
Dan Goldman
Dan Goldman
Dan Goldman
Dan Goldman |
| 7:55 PM | <u>10. BOARD MEMBER COMMENTS</u> | Chair Tymchuk |
| 8:00 PM | <u>11. ADJOURN</u> | Chair Tymchuk |

PUBLIC PARTICIPATION IN BOARD MEETINGS

1. A community member may complete a 'Public Comment Request Form' and give it to the Board secretary at the Board table prior to the beginning of the meeting. After being recognized by the Board chair, the speaker will sit at the presenter's table and identify themselves with their full name and address and state their purpose in addressing the Board.
2. A group of community members with a common purpose should designate a speaker for the group.
3. Comments or statements by members of the public are limited to 3 minutes each and should be brief and concise unless otherwise authorized by the Board chair.
4. Speakers may comment on a topic not on the published agenda, however, the Board - at its discretion - may require that the proposal, inquiry, or request be submitted in writing. The Board reserves the right to refer the matter to ESD administration for action or study and to report at a subsequent meeting.
5. When meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda or non-agenda item, may do so at the discretion of the Board chair. The Board chair will determine the amount of time that will be allotted for each individual.
6. Speakers may offer objective criticism of district operations or programs, however the Board will not hear complaints concerning specific district personnel. Complaints against individuals must be addressed by following the steps in Policy KL ("Public Complaints") and Procedure KL-AR ("Complaint Form").
7. These procedures will be published on the last page of every Board meeting agenda.



PLEDGE OF ALLEGIANCE

THE LAND UPON WHICH WE STAND.

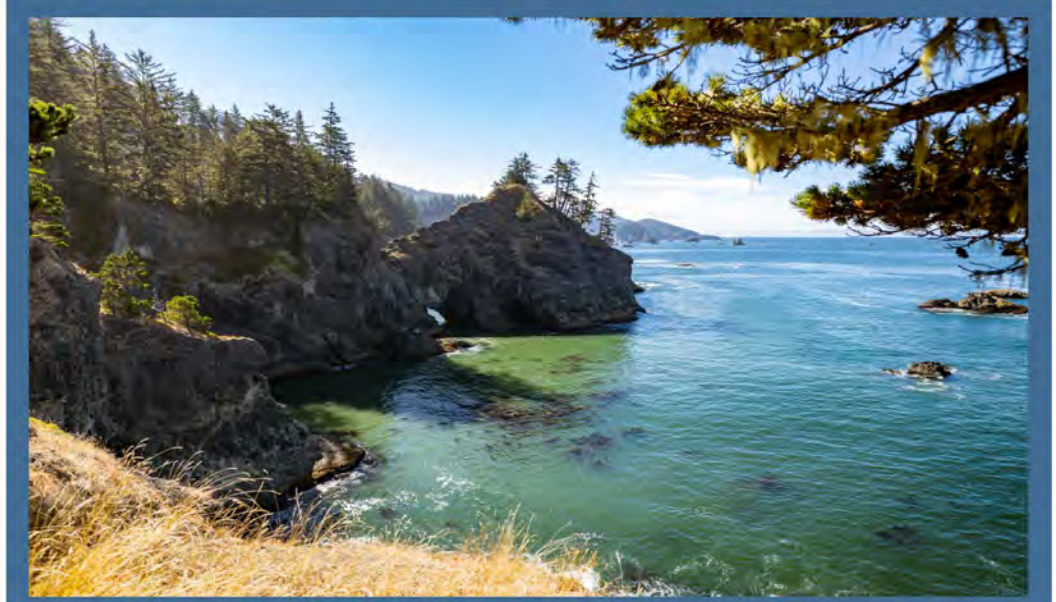


INDIGENOUS LAND ACKNOWLEDGEMENT

"WE WANT TO ACKNOWLEDGE THAT WE GATHER AS THE NORTHWEST REGIONAL ESD ON THE TRADITIONAL LANDS OF THE **CHINOOK, CLATSKANIE, CLATSOP-NEHALEM, KALAPUYA, SILETZ** AND **TILLAMOOK** PEOPLES, PAST AND PRESENT, AND HONOR WITH GRATITUDE THE LAND ITSELF AND THE PEOPLE WHO HAVE STEWARDED IT THROUGHOUT THE GENERATIONS."

-Adapted from Delilah Friedler

RECONOCIMIENTO DE TIERRAS INDÍGENAS



"QUEREMOS RECONOCER QUE NOS REUNIMOS COMO EL DISTRITO DE SERVICIOS EDUCATIVOS PARA LA REGIÓN DEL NOROESTE EN LAS TIERRAS TRADICIONALES PASADAS Y PRESENTES DE LOS PUEBLOS **CHINOOK, CLATSKANIE, CLATSOP-NEHALEM, KALAPUYA, SILETZ Y TILLAMOOK**, Y HONRAMOS CON GRATITUD LA TIERRA MISMA Y A LAS PERSONAS QUE LA HAN PROCURADO A LO LARGO DE LAS GENERACIONES."

-Adaptado de Delilah Friedler



SUPERINTENDENTS REPORT



Superintendent Office Report

November 2024

Election Results

It is Election Day as I pen this report. Nationwide, the 2024 presidential election season has been chaotic, divisive, polarizing, anxiety-provoking and at times, violent. In a recent message to staff, I stressed that NWRESD educators and support staff play a critical role in creating safe, inclusive and productive learning spaces for our students. We must be the models of care and belonging that our students and families need. Public school leaders also have a responsibility to model civility, to pass critical thinking skills on to the next generation, and to teach our students media literacy (like understanding bias, sourcing accurate information, challenging singular narratives), etc.

In recent days at the ESD, administrators have been holding space with their teams to help them be prepared and feel supported so they can best care for the children, families and educators in their classrooms and programs. Our Instruction, Communication and Equity Department staff have gathered and/or developed a wide range of helpful resources and protocols to center student safety and belonging, reaffirming the limitations around political activity during work time as public educators/officials.

The presidential election may be consuming headlines, but there is a lot happening in our local elections too. We will likely have a new state lawmaker to build relationships with in House District 31 (Banks, Vernonia, Rainier, Scappoose, St. Helens) in addition to new State Representative Shannon Jones Isadore (neighborhoods surrounding Forest Park). Rep. Isadore was sworn in last month when US Representative-elect Maxine Dexter vacated her seat. Tigard-Tualatin was the only school district in our region with a measure on the ballot (local option levy). And, of course, our own Maureen Wolf is up for reelection to the Tigard City Council.

By the time the Board meets, the local, state and national political maps should be established. No matter the outcomes, no matter which "side" wins or loses," as public educators and public education advocates, we need to get on the side of being there for others. That's how we all thrive in community.

Welcome, David Goodell!

It's fitting that our board meeting is in Tillamook this month where we are welcoming a new service center administrator for the first time in more than 12 years.

David joins us from Tillamook School District where he was a special education teacher and part-time administrator at Trask River and Wilson River high schools, respectively a Youth Correctional Education Program (YCEP) and option high school. He has more than 20 years of educational experience, mostly in special education life skills and transition classrooms. You can [read a more complete biography on](#)

[our website](#), or ask him directly about his experience and what he's looking forward to when you meet him at our board meeting.

Statewide Advocacy and Legislative Priorities

We have given two tours to state lawmakers in early learning settings and more are scheduled. Thank you to board members Maureen Wolf, Dorian Russell and Becky Tymchuk who attended alongside us and are helping us strengthen our relationships with lawmakers. Both Reps. Courtney Neron and Susan McLain were impressed with our staff's work at the Tualatin and Hillsboro Early Childhood Centers. We have more tours scheduled, notably with Sen. Sollman and Sen. Lieber in the coming days.

In my work as OAESD president, statewide the NWRESA team has been working with other ESDs and EI/ECSE contract holders to coalesce around a solid list of advocacy priorities for the session ahead. These include:

- **\$432.8 million is needed to provide a basic level of service.** Statewide, contractors agree that this is a minimum level of funding required to provide the services children and families need in EI and ECSE environments. We also urge a statewide effort to study and identify a more adequate and sustainable funding formula for this program.
- **Maintain the promise of the Student Success Act.** Without this supplemental resource, we cannot expand access to early learning settings for children with developmental delays and disabilities — a demographic that is pushed out at strikingly high rates.
- **Stabilize funding through a disbursement model and the ability to build reserves.** When budgets are constrained, we are forced to make outsized cuts to our highly specialized workforce, putting us at risk of losing them to other fields. Further, the current reimbursement model, with payments often delayed by months, puts us in grave danger of missing payroll.
- **Align EI/ECSE funding calculations to the CSL reforms being adopted for the State School Fund.** Calculate rollup on a 49/51 biennial split; accurately account for inflation and rising employment costs.

Next up, we will be working with our component district superintendents to finalize common advocacy priorities for our region. We will also be putting together a list of advocacy priorities for our other major state contract: Regional Inclusive Services.

You can expect a comprehensive list of advocacy priorities at the December board meeting. In the meantime, save the dates below for some of the advocacy workshops and opportunities we have calendared closer to legislative session (Locations TBD)::

- Legislative Advocacy Workshop - January 29 from 5:30 to 7 pm
- Legislative Advocacy Workshop - February 5
- Legislative Summit at the Capitol - February 26 from 10 am to 2 pm

PERS

Earlier this month, we received disappointing news that PERS rates will be increasing in the next biennium. PERS is the Oregon Public Employee Retirement System we pay on behalf of employees for their retirement. NWRESD current and projected PERS rates are below:

2023-2025 Biennium	
Tier 1/Tier 2	OPSRP
27.87%	25.03%
\$13.9M annually agency-wide	

2025-2027 Biennium	
Tier 1/Tier 2	OPSRP
29.70%	26.52%
\$15.7M annually agency-wide	

Districts that sold PERS bonds and carried side-accounts experienced the largest adjustment. For instance, Gaston and St. Helens School Districts will see the largest percentage point increases in our region at 10.9% (Tier 1 & 2) and 10.5% (OPSRP), respectively. The main drivers of the in PERS rates are precipitated by the following:

- PERS Board adopted a more conservative investment strategy;
- Underperformance of the investment market for 2022 and 2023. The earnings averaged 4.3%; however, they were targeted at 14.3% for the two year period;
- The side-account's performance mirrored the market performance; and,
- Statewide, payroll increased approximately 20% over the two year period.

Our PERS payments for 2025-2026 are projected to rise \$1.8M agency wide. See the projected cost increases for some of NWRESD's larger funds:

Fund	Projected Increase
General Fund	\$170K
Special Revenue Funds	\$1.52M
<i>EI/ECSE</i>	\$526K
<i>Regional Inclusive Services</i>	\$143K
Enterprise	\$116K

Statewide Assessment Results

Last month, headlines about Oregon's lagging assessment results dominated education news. The way our communities interpret these results can be demoralizing for our teachers who have been working so hard to help with post-pandemic academic recovery, for parents who put their trust in our school systems, and for school leaders and lawmakers who have been investing in the public education system. It takes time to see systemic results, but our data and literacy teams have helped shine a light on some promising progress in our region:

- After years of flat or declining scores, Vernonia is seeing scores rise. Last year, third graders jumped more than 10 percentage points.

- In Neah-Kah-Nie in 2018, 35% of third graders met the state benchmarks. Last year, that number had jumped to nearly 60%.

Both of these districts are highly engaged with the NWRESD literacy support team, which now includes engagement with 19 of our 20 component districts.

Meadowlark Academy Opens This Month!

You've had updates on construction progress for our new Columbia County based social emotional learning school, a concept that is 10+ years in the making. We are on track to welcome our first students the week of Thanksgiving into the therapeutic program with students across Columbia County. We recently took a hard hat tour with St. Helens Superintendent Scot Stockwell and interviewed our administrator who is overseeing the opening of the new program, Caitlin Freese. We put a video together to provide a sneak peak to a wider audience and plan to post that the week of our board meeting.

Other Upcoming Events and Happenings

As you know, we host dozens of training opportunities and events each month, from the specific and obscure to large-scale professional learning open to broad audiences. You are always welcome to join us for these. Here are some of our larger scale events I wanted to make sure are on your radar:

- [A four-part AI series started last month and will continue throughout the year.](#) Topics include policy and guidance, innovative practices and AI literacy skills. We are hosting this series in partnership with Multnomah and Clackamas ESD.
- The [Cascade Alliance for Equity Summit will take place on November 16 at Vernonia High School](#), with professional learning presented entirely by students.
- The wildly popular [School Safety and Mental Health Summit will take place virtually on January 15.](#)



RECOGNITION & GOOD NEWS



5825 NE Ray Circle Hillsboro,
OR 97124-6436

November 5, 2024

David Goodell:

It is my pleasure to inform you that our board of directors plans to welcome you to the organization at its upcoming board meeting, **scheduled to take place at Tillamook Bay Community College (4301 3rd Street) on Wednesday, November 13 at 6 pm.**

We look forward to the opportunity to make introductions and share more about your long-time dedication to Tillamook County students with “exceptionalities.” With more than 20 years of educational experience, largely in special education life skills and transition classrooms, we are grateful to be gaining your expertise as the new Tillamook Service Center principal.

Please kindly RSVP to Kelsey Soltysiak, Senior Communications Director, at ksoltysiak@nwresd.k12.or.us or by calling 503-614-1469. We look forward to seeing you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dan Goldman', with a stylized flourish at the end.

Dan Goldman
Superintendent

■ Clatsop County
503-325-2862
785 Alameda Avenue
Astoria, OR 97103

■ Columbia County
503-366-4100
800 Port Avenue
St. Helens, OR 97051

■ Tillamook County
503-842-8423
2515 3rd Street
Tillamook, OR 97141

■ Washington County
503-614-1428
5825 NE Ray Circle
Hillsboro, OR 97124



PUBLIC COMMENT



CONSENT AGENDA



Northwest Regional Education Service District

November 13 , 2024

TO: NWRESD Board of Directors

FR: Valerie White, NWRESD Board Secretary

RE: October 2024 Board General Session Minutes

EXPLANATION:

Please find your October 2024 Board General Session Minutes attached below, prepared by Valerie White, Board Secretary.

PRESENTER(S): Valerie White, NWRESD Board Secretary

SUPPLEMENTARY MATERIALS: [October 2024 NWRESD Board General Session Minutes](#)

RECOMMENDATION: To approve the October 2024 NWRESD Board General Session Minutes as presented in the consent agenda.

PROPOSED MOTION: "I move to approve October 2024 NWRESD Board General Session Minutes as presented in the consent agenda."



Meeting Minutes of the NWRESD Board of Directors

October 9, 2024 | 6:00 pm | In-Person
OMIC Training Center at PCC Columbia County

GENERAL SESSION

CALL TO ORDER - Chair Tymchuk called the general session to order at 6:06 pm.

ROLL CALL - **Board:** Becky Tymchuk, Chris Riley, Maureen Wolf, Paul Jarrell, Dorian Russell, Michelle Graham

VIRTUAL: Ernest Stephens, Miriam Meneses-Rios **EXCUSED:** Doug Dougherty,

Attending Staff: Dan Goldman, Debbie Simons, Stuart Long, Valerie White, Jordan Ely, Kelsey Soltysiak, Cathy Jensen, John Peplinski, SZ Liwaru, Stacy Rager, Megan McCarter, Caitlan Freese **Guests:** Tony Erickson

PLEDGE OF ALLEGIANCE / LAND ACKNOWLEDGEMENT- Chair Tymchuk led the board in the pledge of allegiance and provided the land acknowledgement.

ELECTED BOARD MEMBER OATH OF OFFICE - Superintendent Goldman administered the oath of office to the board's newest Zone 4 director, Michelle Graham.

AGENDA REVIEW/REVISION - None

SUPERINTENDENT REPORT - Superintendent Goldman expanded on topics in his report, included in the board packet.

RECOGNITION AND GOOD NEWS - Kelsey Soltysiak, Communications Director, introduced Tony Erickson, our most recent board retiree, showing appreciation for the 8 years he served on our board. Tony thanked the board and shared the wisdom to support and build relationships with one another. Director Stephens and Superintendent Goldman shared memories with and about Tony.

PUBLIC COMMENT - None

CONSENT AGENDA - Chair Tymchuk entertained a motion by Director Riley to approve the consent agenda as presented. The motion was seconded by Director Russell and approved unanimously.

REPORTS AND DISCUSSION - **Meadowlark Academy SEL Program Update** - Executive Director of SpEd, Cathleen Jensen, briefly shared historic information about all NWRESD SEL programs before sharing slides with the board regarding the process of opening Meadowlark Academy, NWRESD's newest SEL location and other classrooms at an adjacent building. Vice Chair Wolf, Director Jarrell and Chair Tymchuk asked clarifying questions.

Career Connected Learning - Executive Director of Instruction, John Peplinski, introduced Career & College Readiness Coach, Jaimie Brady and Director of NW STEM Hub, Chris Hesselbein. Jaimie & Chris introduced the Career Connected Learning program and how its programs support students in our region. Vice Chair Wolf & Chair Tymchuk asked clarifying questions Superintendent Goldman clarified funding information. Director Stephens expressed interest in supporting these programs with resources.

First Read Policies - CHRO, Debbie Simons, clarified the process of updating NWRESD policies for the board. She then introduced Policies CB, BBF, BBFC and KG in turn and explained noted changes. Chair Tymchuk and Director Stephens asked clarifying questions.

Administrative Reports - Superintendent Goldman reviewed and Chair Tymchuk invited questions from board members regarding administrative reports as presented in the board packet.

ACTION ITEMS - **Approve September 2024 Financial Report**- CFO, Jordan Ely, clarified some language in his report for the board. He then reviewed the September 2024 Financial Report as presented in the board packet. Chair Tymchuk entertained a motion by Director Riley to approve the September 2024 Financial Report as presented. The motion was seconded by Director Stephens and approved unanimously.

Approve Applications for EI/ECSE & RIS Grants- CFO, Jordan Ely, introduced grant applications for EI/ECSE & RIS grants from ODE. CFO Ely reviewed the application process and application and funding timelines. Superintendent Goldman, Directors Stephens, Riley & Russell made statements and asked clarifying questions. Chair Tymchuk entertained a motion by Director Riley to approve the applications for EI/ECSE & RIS grants with ODE as presented. The motion was seconded by Director Russell and approved unanimously.

Approve Resolution 25-002: Native American Heritage Month- Senior Director of Equity & Family Partnerships, SZ Liwaru, introduced and read Resolution 25-002: Native American Heritage Month before the board. Chair Tymchuk entertained a motion by Director Riley to approve Resolution 25-002: Native American Heritage Month as presented. The motion was seconded by Vice Chair Wolf and approved unanimously.

Approve BEPAC Advisory Committee Member- Senior Director of Equity & Family Partnerships, SZ Liwaru and CHRO, Debbie Simons introduced their BEPAC Advisory Committee member recommendation to the board. Chair Tymchuk entertained a motion by Director Riley to approve the BEPAC Advisory Committee member, Dr. Shelly Reggiani, as presented. The motion was seconded by Director Russell and approved unanimously.

BOARD MEMBER COMMENTS - Director Stephens shared information about where to find the first report of Oregon's Joint Task Force for Statewide Educator Salaries and noted the status of ODE's Artificial Intelligence Advisory Committee and the upcoming topic focus of that group. Director Riley shared the March 2025 date of the next NWRESD Foundation Gala. Chair Tymchuk & Director Riley shared information about Children's Institute visiting one of our region's elementary schools the previous week.

ADJOURN - Chair Tymchuk adjourned the meeting at 8:11 pm.



Northwest Regional Education Service District

November 4, 2024

TO: Board of Directors

FR: Debbie Simons - Chief Human Resources Officer

RE: Personnel Report

EXPLANATION: Please see the attached personnel report prepared by Lysie Scharpf, Human Resources Specialist.

PRESENTER(S):

Debbie Simons, Chief Human Resources Officer

SUPPLEMENTARY MATERIALS:

[October 2024 Personnel Report](#)

RECOMMENDATION:

To approve the October 2024 Personnel Report as presented.

PROPOSED MOTION:

"I move to approve the October 2024 Personnel Report as presented."

PERSONNEL REPORT
October 2, 2024 - November 4, 2024
New Hires

Name	Position	Department	Building	New Hire/ Transfer	Tentative Start Date
Alie Christian	Behavior Assistant	Social Emotional Learning Schools	Cascade/Pacific Academy	Transfer	10/07/2024
Jonathan Geary	Instructional Assistant	Social Emotional Learning Schools	Cascade/Pacific Academy	New Hire	10/16/2024
Kelly Stevens	Physical Therapist	Special Student Services	Washington Service Center/Hillsboro School District	New Hire/Former Contractor	10/15/2024
Megan Magula	Registered Nurse	Special Student Services	Tigard Tualatin School District	New Hire	11/12/2024
David Goodell	Principal	Early Learning	Tillamook Service Center	New Hire	10/28/2024
Melissa Nazal	BVI Instructional Assistant II	Special Student Services	Washington Service Center	Transfer	10/30/2024

Resignations, Retirements & Separations

Name	Position	Department/ Location	Last Day of Employment	Details/ Comments
Naomi Shiraiwa	Instructional Assistant	Early Learning –Beaverton Early Childhood Center	October 17, 2024	Resignation
Emily Cummings	Instructional Assistant	Social Emotional Learning Schools –CPC Academies	December 20, 2024	Resignation
Carrie Heuberger	Site Supervisor	Instructional Services - Northwest Outdoor Science School	January 21, 2025	Resignation
Lynne Griffin*	Service Center Administrator	Early Learning - Clatsop Service Center	December 31, 2024	Retirement

* Retirement from PERS only. Lynne Griffin will continue in her position until the end of 24/25 school year

Currently Advertised Vacancies

****Currently Advertised Vacancies is a snapshot in time for jobs currently posted as of 11.4.24.****

Open Position	Category	Department	Original Post Date	Comments
Special Education Teacher - Tillamook Jr. High School	Licensed	Special Student Services	08/16/2024	0.50 - 1.0 FTE - New request from district
ASL Interpreter - Patterson Elementary	Classified	Special Student Services	08/06/2024	0.9375 FTE - New Position for 24/25 SY
Instructional Assistant - CPC Academies	Classified	Social Emotional Learning Schools	10/17/2024	0.9375 FTE -Resignation
Registered Nurse - Vernonia School District	Licensed	Special Student Services	10/21/2024	0.40 FTE - Resignation
Support Specialist - Early Childhood Professional Development	Classified	Early Learning	10/17/2024	1.0 FTE - Resignation
Quality Coach - Tillamook or Clatsop Service Center	Classified	Early Learning	10/22/2024	1.0 FTE - Previously Vacant
Administrative Assistant - CCRR Tillamook	Classified	Early Learning	10/22/2024	1.0 FTE - Previously Vacant
Behavior Assistant - Levi Anderson Learning Schools	Classified	Social Emotional Learning Schools	10/25/2024	0.9375 FTE - Resignation (previously Inst Asst position)



Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Debbie Simons; Chief Human Resources Officer

RE: Proposed Adoption of Policies CB, BBF, BBFC, KG

EXPLANATION:

Policy CB: Superintendent: With the passage of Senate Bill 283 (2023), there are new provisions in law to consider when issuing a superintendent's contract and when education service district boards are making decisions related to operation of the ESD. These changes mirror those made in 2022 related to contracting with a school district superintendent.

[Existing Policy CB](#)

[Proposed Policy CB](#)

[Final Policy CB](#)

Policy BBF: Board Member Standards of Conduct The Oregon Department of Human Services (DHS) reports the purpose of Senate Bill 231 (2023) was to align state law with the agency's current process for receiving child abuse reporting, through a centralized child abuse reporting system established by DHS. These changes do not change how reports are made and must still be submitted to DHS as directed or to a law enforcement agency. Board members are considered mandatory reports; and this policy updates expectations for reporting.

[Existing Policy BBF](#)

[Proposed Policy BBF](#)

[Final Policy BBF](#)

Policy BBFC: Reporting of Suspected Abuse of a Child The Oregon Department of Human Services (DHS) reports the purpose of Senate Bill 231 (2023) was to align state law with the agency's current process for receiving child abuse reporting, through a centralized child abuse reporting system established by DHS. These changes do not change how reports are made and must still be submitted to DHS as directed or to a law enforcement agency. Board members are considered mandatory reports; and this policy updates expectations for reporting. This policy is optional; however may provide adequate information for board members should they find themselves in a situation where a report must be made.

[Proposed Policy BBFC](#)

[Final Policy BBFC](#)

Policy KG: Use of ESD Facilities Use of the Northwest Regional ESD facilities has increased exponentially over time. Staff are proposing this update to the use of facilities policy for the board's consideration to bring the process to determine the use of the buildings up to date with similar processes used by other public educational entities

[Existing Policy KG](#)

[Proposed Policy KG](#)

[Final Policy KG](#)

[Final KG-AR](#)

PRESENTER(S):

Debbie Simons, Chief Human Resources Officer

SUPPLEMENTARY MATERIALS:

[Final Policy CB](#) [Final Policy BBF](#) [Final Policy BBFC](#) [Final Policy KG](#) [Final KG-AR](#)

RECOMMENDATION:

To adopt policies CB, BBF, BBFC & KG as presented.

PROPOSED MOTION:

"I move to adopt policies CB, BBF, BBFC & KG as presented."

Northwest Regional ESD

Code: CB

Adopted: 1/26/10

Revised/Readopted: 4/18/17, 11/13/24

Orig. Code(s): CB

Superintendent

As chief executive officer, designated by the Board, the superintendent¹ shall have the authority and responsibility to administer the Northwest Regional Education Service District (NWRES D) except where the law designates that responsibility to others. The superintendent may issue regulations, consistent with state statute and policies of the Board, which shall be binding on the employees and students of the NWRES D. The superintendent is responsible, under the Board's direction, for general supervision of all NWRES D programs, services and personnel. The superintendent shall have the responsibility and authority to maintain and update position titles/job descriptions. The superintendent is accountable to the Board for these responsibilities.

The Board may not direct the superintendent to take any action that conflicts with a local, state or federal law² that applies to education service districts or take an adverse employment action against the superintendent for complying with such laws.

The superintendent may delegate to other personnel any powers and duties imposed upon the superintendent by Board policies or by vote of the Board. Delegation of power or duty will not relieve the superintendent of responsibility for action taken under such delegation.

END OF POLICY

Legal Reference(s):

- [ORS 334.125\(5\)](#)
- [ORS 334.225](#)
- [OAR 581-024-0240](#)
- [OAR 581-024-0245](#)
- [OAR 584-005-0005\(51\)](#)

Cross Reference(s):

- [CBG - Evaluation of the Superintendent](#)

¹ The term "superintendent" includes an interim superintendent.

² "Local, state or federal law" means a local, state or federal directive having the force of law, including an ordinance, a city or county resolution, a statute, a court decision, an administrative rule or regulation, an order issued in compliance with ORS Chapter 183, an executive order or any other directive, declaration or statement that is issued in compliance with the law as having the force of law and that is issued by a local government as defined in ORS 174.116, the state government as defined in ORS 174.111 or the federal government.

Northwest Regional ESD

Code: BBF
Adopted: 11/20/13
Revised/Readopted: 4/18/17; 6/16/20; 1/11/22; 11/13/24
Orig. Code(s): BFF

Board Member Standards of Conduct

A Board member should:

1. Comply with ethics laws for public officials;
2. Understand that the Board sets the standards for the ESD through Board policy. Board members do not manage the ESD on a day-to-day basis;
3. Understand that the Board makes decisions by a quorum vote of the Board. Individual Board members may not commit the Board to any action;
4. Respect the right of other Board members to have opinions and ideas which differ;
5. Recognize that decisions are made by a quorum vote are final decisions of the Board. Such decisions should be supported by all Board members;
6. Make decisions only after the facts are presented and discussed;
7. Understand the chain of command and refer problems or complaints to the proper administrative office;
8. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at properly noticed Board meetings;
9. Insist that all Board and ESD business is ethical and honest;
10. Be open, fair and honest — no hidden agendas;
11. Understand that Board members will receive information that is confidential and cannot be shared;
12. Recognize that the superintendent is the Board's employee and designated as the chief executive officer of the ESD and should be present at all meetings, except when the Board is considering the superintendent's evaluation, contract or salary;
13. Take action only after hearing the superintendent's recommendations;
14. Refuse to bring personal or family problems into Board considerations;
15. Give ESD staff the respect and consideration due to skilled, professional employees;
16. Present personal criticism of ESD operations to the superintendent, not to ESD staff or to a Board meeting;

17. Respect the right of the public to attend and observe Board meetings;
18. Respect the right of the public to be informed about ESD decisions and ESD operations as provided by law;
19. Remember that content discussed in executive session is confidential and should be maintained as such. If board members are not certain what specific information can or should be shared they should contact the board chair or superintendent before doing so;
20. Use social media, websites, or other electronic communication judiciously, respectfully, and in a manner that does not violate Oregon's Public Meetings Laws;
21. When posting online or to social media, Board members will treat and refer to other Board members, staff, students and the public with respect, and will not post confidential information about students, staff or ESD business.
22. A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately (within 24 hours) make a report to the Department of Human Services (DHS), or to law enforcement where the incident occurred.

This information is provided for convenience: report child abuse to the Oregon Child Abuse Hotline by calling 1-855-503-SAFE (7233).

END OF POLICY

Legal Reference(s):

[ORS 162.015 - 162.035](#)

[ORS 162.405 - 162.425](#)

[ORS 192.610 - 192.710](#)

[ORS 244.040](#)

[ORS Chapter 244](#)

[ORS 334.095](#)

[ORS 334.100](#)

[ORS 419B.005](#)

[ORS 419B.010](#)

[ORS 419B.015](#)

House Bill 242 (2021)

Northwest Regional ESD

Code: BBFC
Adopted: 11/13/24
Revised/Readopted:

Reporting of Suspected Abuse of a Child

A Board member is a mandatory reporter of child abuse¹. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately notify the Oregon Department of Human Services (DHS) or local law enforcement pursuant to Oregon Revised Statute (ORS) 419B.015.

The Board member making a report of child abuse, as required by ORS 419B.010, shall make an oral report by through the centralized child abuse reporting system operated by DHS, or to a law enforcement agency within the county where the incident occurred. The report must contain, if known, the names and addresses of the child and the parents of the child or other persons responsible for the care of the child, the child's age, the nature and extent of the abuse, including any evidence of previous abuse, the explanation given for the abuse, and any other information that the Board member making the report believes might be helpful in establishing the cause of the abuse and the identity of the perpetrator.

This information is provided for convenience: **report child abuse to the Oregon Child Abuse Hotline by calling 1-855-503-SAFE (7233).**

END OF POLICY

Legal Reference(s):

[ORS 334.125](#)
[ORS 419B.005](#)
[ORS 419B.010](#)
[ORS 419B.015](#)

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

Northwest Regional ESD

Code: KG

Adopted: 7/14/01

Revised/Readopted: 08/08/17, 11/13/24

Orig. Code(s): KG

Use of ESD Facilities

The Board believes that the facilities of the ESD should be made available for community purposes when under the supervision of responsible persons, providing that such use does not interfere with the official business of the ESD.

Application for the use of facility space for any purpose not sponsored by the Superintendent or their designee(s) shall be made in writing to the Superintendent or their designee(s). The request shall state the time, space needed, the name of the organization desiring its use, the purposes for which it is to be used and the name of the individual who will be responsible for the care of the building and equipment requested. To assure proper reservations, all applications shall be received not later than five days before the date of use. Reservations cannot be guaranteed if received less than five days in advance. Permission shall be granted electronically.

Preference to competing requests will be granted according to the following order of descending preference:

1. ESD programs and sponsored activities;
2. Component districts;
3. State agencies providing services to children and families and non-component public school districts;
4. Adult education classes requested by the administrations of community colleges or universities;
5. Other nonprofit groups of an educational, civic or service nature;
6. Private or commercial groups.

The use of the ESD facilities shall not be granted for private social functions or any purpose which is prohibited by law.

The Board shall require that all users of facilities comply with Board policies and administrative regulations. All facility users will sign a "Use of Facility" agreement developed by the Superintendent or designee.

During the regular work day, the ESD conference rooms shall be available for the use of ESD-sponsored activities, component districts or state agencies providing services to children and families without charge for purposes which relate directly to the educational program and operation of the component district(s) and/or ESD(s). Charges to reimburse the ESD for equipment use, event planning, custodial or maintenance services may be applied at the discretion of the Superintendent or their designee(s).

Organizations which do not qualify for free use of facilities shall pay the costs related to the use of ESD facilities, in accordance with the fee schedule and procedure established in Administrative Rules (KG-AR) by the Chief Financial Officer, reviewed and revised as needed.

Facilities/facility services shall be subject to rules, regulations and procedures established by the Superintendent or designee.

Permission to use ESD facilities does not imply sponsorship by the ESD or responsibility on its part for the content and quality of the program presented. The ESD reserves the right to cancel at any time any and all permits issued, or deny a request for use of its facilities when such action is necessary for the best interests of the ESD.

Evening and Weekend Use

Use of ESD facilities during the evening or weekend shall be in accordance with this policy and pertinent administrative regulations.

END OF POLICY

Legal Reference(s):

- ORS 334.125(7)
- ORS 334.175
- ORS 334.185
- ORS 659.850
- OAR 581-024-0288(4)
- OAR 581-022-2312

Cross Reference(s):

- DFD - Providing Space, Other Facilities and Services
- EDC/KGF - Authorized Use of NWRES D Equipment and Materials
- KGF/EDC - Authorized Use of NWRES D Equipment and Materials
- KM - Relations with Community Organizations

Northwest Regional ESD

Code: KG - AR

Adopted: 7/14/01

Revised/Readopted: 08/08/17, 11/13/24

Orig. Code(s): KG

Use of ESD Facilities

Facilities/facility services shall be subject to rules, regulations and procedures established by the Superintendent or designee.

Approval for use of Northwest Regional Education Service District (ESD) facilities shall not be considered as an endorsement or approval of the activity, group or organization, the purposes they represent or the content and quality of the activity or program presented.

The ESD reserves the right to cancel at any time any scheduled facilities use. The ESD reserves the right to deny a request for use of the facility when in the best interest of the ESD.

General Requirements

- a. The use or possession of alcoholic beverages, narcotics and other controlled substances or items, tobacco, or drugs is not permitted in ESD facilities or premises or ESD-leased facilities or leased premises.
- b. User groups assume full responsibility for supervising all minors and visitors when using ESD facilities or leased facilities.
- c. Groups shall be responsible for any damage occurring during their use of a facility and shall leave the facility in good condition.
- d. Proof of liability insurance or an insurance binder naming ESD as an “additional insured” on the insured’s policy may be required before facility use requests are approved.
- e. Groups failing to comply with requirements in Board policy, administrative regulations or directions of ESD staff members may be denied future use of any ESD facility or leased facility.
- f. Facility use will not be granted to groups practicing or promoting illegal discrimination or for any other practice, promotion, or purpose which is prohibited by law (e.g.- OAR 581-022-2312).

Availability

Northwest Regional ESD has meeting rooms available for activities of an educational, civic or service nature. Rooms may be reserved by approved agencies at no cost for use during regular business hours. There is no availability of rooms before or after regular business hours and on weekends.

Classifications

As stated in Board policy, request preference is granted according to the following classifications in order of descending priority:

1. ESD Programs and sponsored activities -- may reserve up to one year in advance;
2. Component School Districts and ODE -- may reserve up to six months in advance;
3. Adult Education -- may reserve up to three months in advance.
 - a. Requests would come from the administration of a community college or the Oregon Division of Higher Education institutions. An instructor independently requesting room use for a course does not qualify for Class 3 status.
4. State, Washington County, City and Community Agencies within Washington County -- may reserve up to two months in advance.
 - a. Requests come from agencies providing services to children and families. The two-month reservation limit is waived for requests involving ESD collaboration.
5. Nonprofit Groups, non-education State Agencies -- may reserve up to four weeks in advance.

The ESD reserves the right to grant or deny permission for use of ESD facilities at its sole discretion. All users of ESD facilities must ensure that no person is subjected to discrimination of any kind, and to agree to comply with all federal, state and municipal equal opportunity laws and regulations prohibiting discrimination.

Room Request Application

A room reservation is confirmed when the requestor receives a confirmation notification from the ESD. Room reservations are granted on a first-come, first-served basis, pursuant to the prioritization indicated in Policy KG and the timelines indicated in the “Classifications” section.

Users other than those sponsored by a Cabinet member or Superintendent must submit a Room Request form to the Facilities Department for prior approval. The Superintendent or designee shall, when necessary, make the final decision regarding facility use requests.

ESD Use (Class 1)

ESD employees shall schedule rooms for ESD programs through Google Calendar or other ESD-provided technology up to one year in advance. If room set-up is required, employees shall contact the Facilities Department at least five business days prior to the event date.

Employee use of facilities for activities not sponsored by the ESD must go through the appropriate process listed in the “Non-ESD Use” section below. This includes union activities.

Non-ESD Use (Classes 2-5)

All requests for room use must be made by submitting a completed Room Request form to the Facilities Department. Access to a Room Request form will be provided to qualified requesters (i.e.- those who have fulfilled all “General Requirements” above). Price-and-availability estimates may be requested prior to satisfying the “General Requirements.” Non-ESD groups may schedule rooms one to four months in advance as indicated in the “Classifications” section.

All internal and external users of ESD rooms are responsible for returning the rooms to the condition in which they were found. Appropriate disposal of food or beverage residue is required.

ESD staff are not responsible for providing registration assistance, food set-up services, coffee, or copying services.

Technology Equipment

Technology equipment rental may be available upon request, subject to availability. Technology requests must be made at time of application for room use.

Room Clean-Up

All users of rooms are responsible for room clean-up immediately after use has concluded. Clean-up includes removing all materials associated with the use from the rooms, and the removal and/or disposing of all related food and food containers.

A cleaning surcharge may be charged to any organization or department that does not return the room to pre-use condition.

Fee Schedule

1. Definitions
 - a. “Facilities” shall mean the building set up in the usual and customary way, HVAC, and lights.
 - b. “Facilities Services” shall mean
 - i. any special arrangement of furniture which requires significant custodial time,
 - ii. equipment set up and/or use,
 - iii. supplies,
 - iv. coffee and/or
 - v. Other services like phone, fax, and video projector.

2. Facilities

- a. During the hours 7:30 a.m. - 4:30 p.m. on days during which the requested ESD facility is open for usual and normal services, facilities shall be made available at no charge to all component school districts and ESD departments. The Superintendent or their designee may waive fees for any governmental or non-profit use, at their discretion. Waiver of fees shall be granted on a case-by-case basis and shall not establish any precedent.
- b. For any use outside of the hours listed in (a.), the ESD may require an ESD employee to be present during use of the space. In such cases, a fee will be assessed.
- c. Use of the facilities by private or commercial groups is only allowed at the discretion of the Superintendent when the use does not interfere with the business and activities of the ESD. Facilities shall be provided only on a full cost reimbursement basis, including custodial overtime.

Facilities Charges

The hourly rates for rooms at an ESD facility are as follows:

Large Conference Rooms (Capacity greater than 25)	\$160 per day
Small Conference Rooms (Capacity less than 25)	\$80 per day
Classroom	\$80 per day
Technology	Varies
Facilities services personnel	\$30 per hour per employee



REPORTS & DISCUSSION



Northwest Regional Education Service District

November 13, 2024

TO: NWRESD Board of Directors

FR: Brian Bain, Senior Director of Assessment & Evaluation

RE: Action Plans - Bringing the Strategic Plan to Life

EXPLANATION:

This presentation provides an overview of the Northwest Regional ESD's action plan process and their alignment with our strategic plan. It outlines the continuous review process we've implemented to ensure that each department's actions are progressing toward our shared goals. Additionally, this update highlights recent improvements aimed at connecting implementation to outcomes, and enhancing community engagement. These improvements reflect our commitment to an inclusive approach that aligns our strategic objectives with the needs and insights of the communities we serve.

PRESENTER(S): Brian Bain, Senior Director of Assessment & Evaluation

SUPPLEMENTARY MATERIALS: [Action Plans SLIDES](#)

RECOMMENDATION: N/A

PROPOSED MOTION: N/A

Action Plans

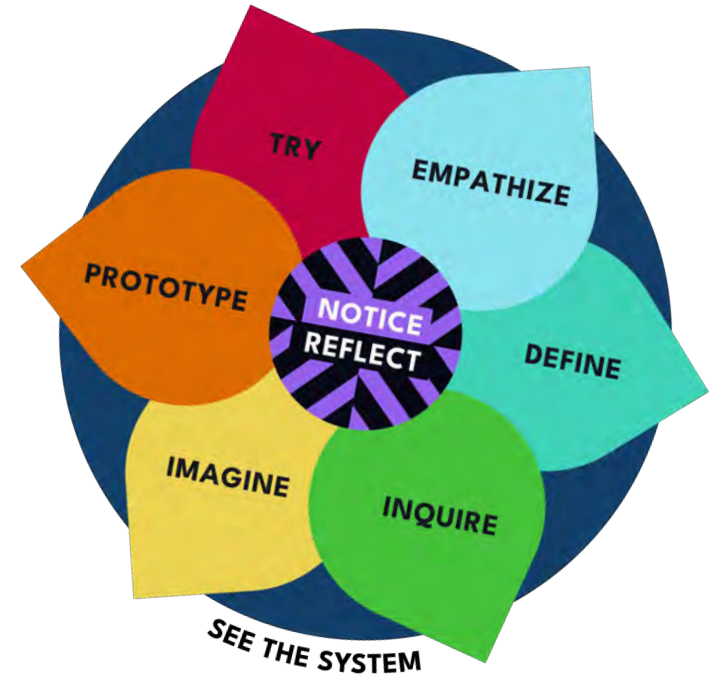


Bringing the Strategic Plan to Life



The purpose of an action plan is to provide a clear and detailed roadmap for achieving specific objectives or goals.

It is a strategic tool that outlines the steps, tasks, timelines, responsibilities, and resources required to accomplish desired outcomes.



Staff Goals

Leader Goals

Action Plans

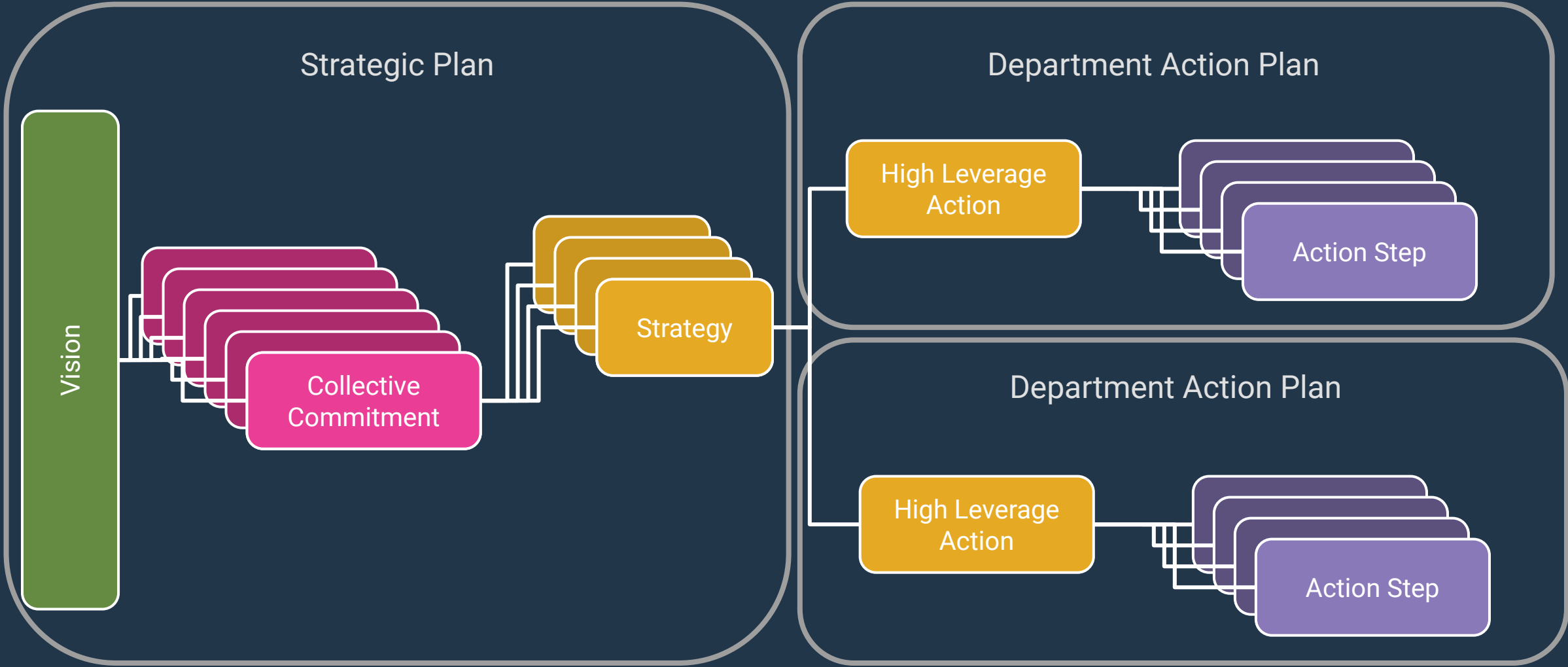
Strategies

Theory of Action:
Collective Commitments

Vision



From Vision to Action



Strategic Plan Initiatives linked to Action Plans

Collective Commitment	Strategy	Metric	Department
2: Create culturally sustaining learning environments that ensure all students are connected;	Strategy 2.2: NWRESD professional learning services support component school districts to implement robust Multi-Tiered Systems of Support (MTSS).	SSPS Implementation By June 2025, all teams (grade level, school and/or district) working with SSPS will implement Infrastructure/Tier-I sections with 70% fidelity (based on total points in those sections, using 0-3 likert scale) on program specific MTSS Implementation Rubrics.	Instructional Services Team
	Strategy 2.3: Develop regional data systems to support data-based teaming to identify, intervene, monitor, and adjust instruction and interventions.	MTSS Software Early Literacy Pilot By June 2025, 90% of software pilot participants will be using the software independently to progress monitor their early literacy interventions.	Research
		MTSS Software Participation By June 2025, 50% of districts in the region will be subscribed to use the MTSS software in 2025-26	Research
	Strategy 2.4: NWRESD schools have reliable and demonstrated systems for emergency response and reunification.	CPR/Basic Lifesaving By June 2025, 100% of all NWRESD Staff will have received training on emergency response protocols through their respective administrator/site and will have at least one administrator at each site trained in CPR/Basic lifesaving techniques.	Facilities
		Emergency Response Communication By June 2025, conduct at least 10 site visits and table tops to test emergency communications systems in the most relevant contexts and identify gaps.	Communications

Each strategy has one or more goals and a responsible department.

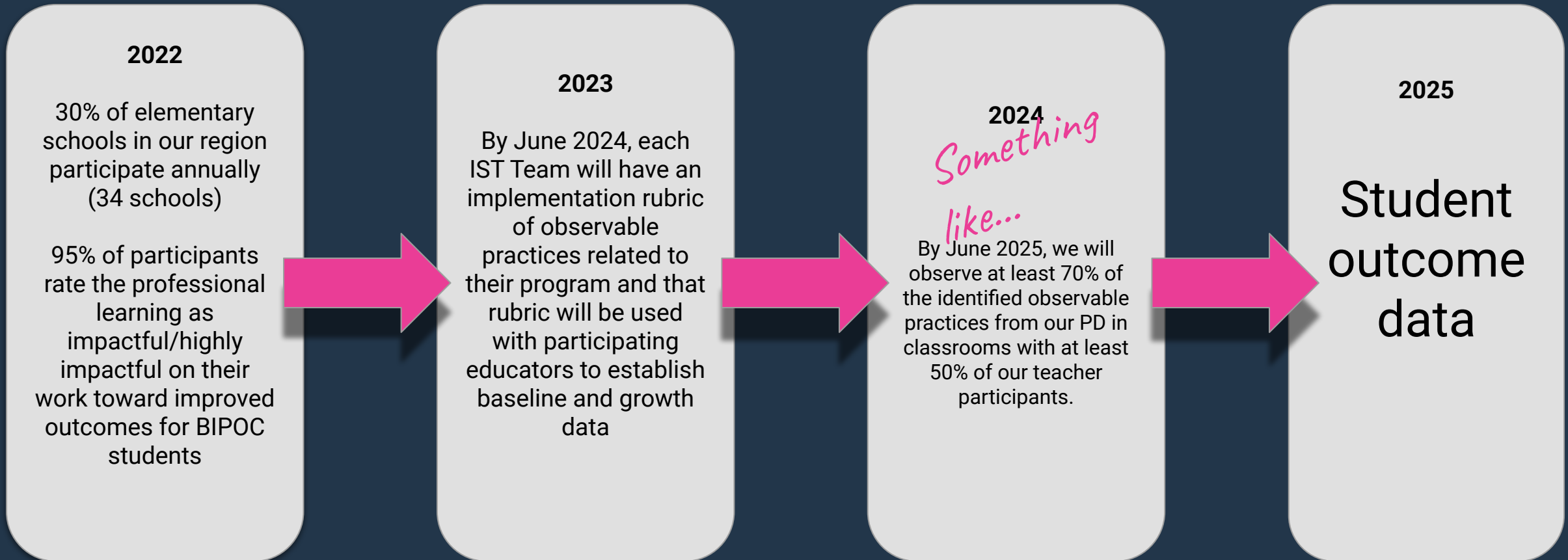


Action Plan Guidelines

- The action plan was developed in partnership with racially diverse community members.
- Goals are specific, measurable, attainable, relevant and timebound.
- There is a clear connection between the objectives of the action plan and the strategic plan strategies.
- Disaggregated data are reviewed to identify and address disparities in access and outcomes.
- The plan includes regular reporting on progress to community and stakeholders.
- Action steps are clearly articulated and described in sufficient detail.
- The plan has engagement strategies to seek diverse perspectives.
- The plan includes professional learning for staff.
- Roles and responsibilities are clearly assigned to individuals or teams.

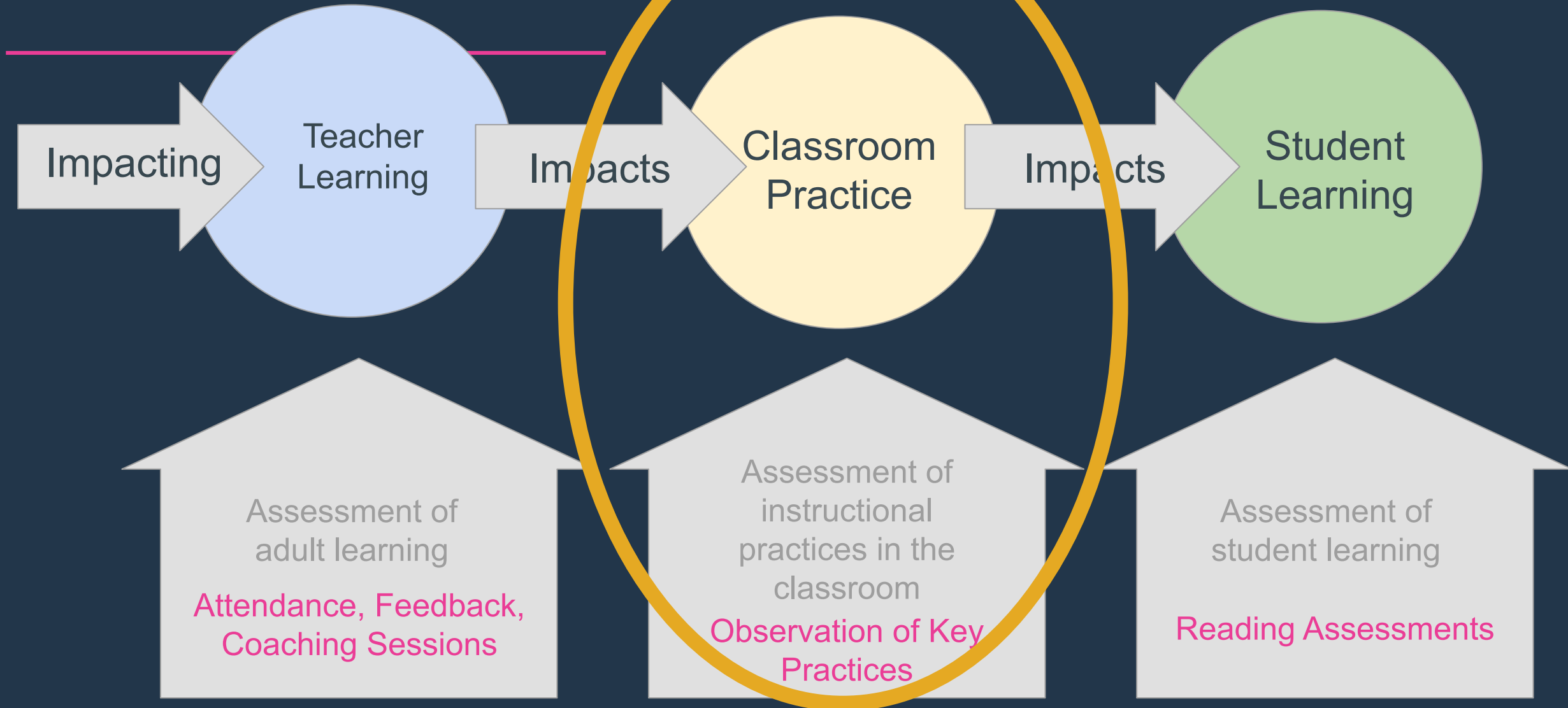


Shifting our AP Metrics ...





Where does data fit in?





Some Examples Metrics

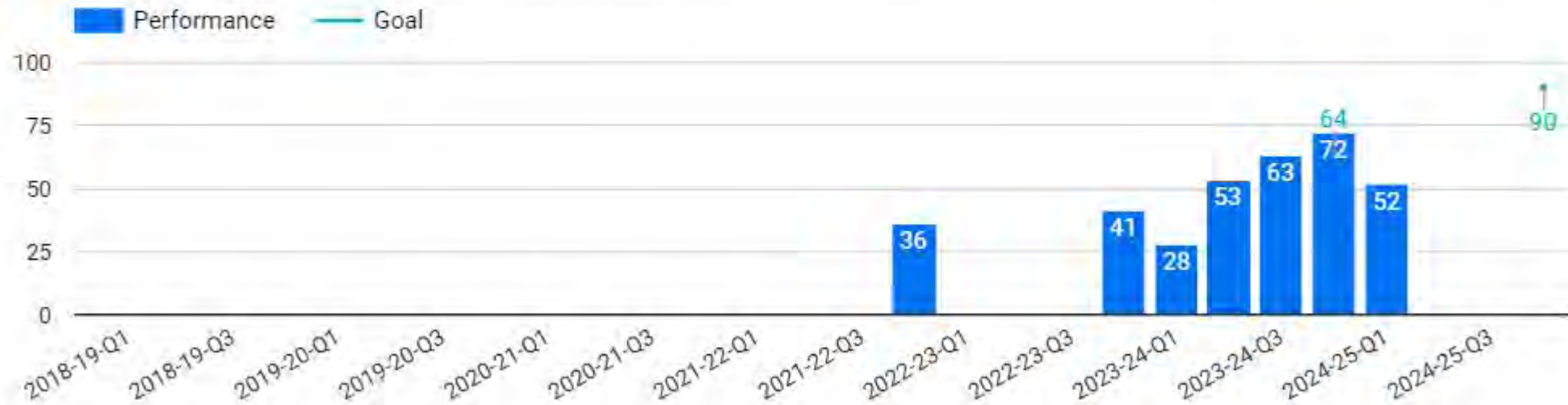
Team	Process Goal	Outcome
Early Literacy Supports	All teams (grade level, school and/or district) working with Early Literacy Team will implement Infrastructure/Tier-I sections with 70% fidelity of the Early Literacy Implementation Rubric.	All teams engaged with our team will increase the number of benchmark readers by 10%.
Social Emotional Learning Schools	80% of classroom teams will obtain a score of 80% or higher on the "Tier I Look-Fors" observation protocol.	The percentage of students in our SEL schools who reach, or exceed, the growth target in MAP Reading Assessment will increase from a baseline of 53%, to 60%.
Special Education Evaluation Teams	80% of evaluation reports audited in the SSS department will include 90% of elements in the culturally sustaining evaluation rubric.	80% of the students audited will be meeting their IEP goals through CR evaluation practices.



Metric Tracking

Metric 1: Onboarding Participation

By June 2025, 90% of new employees will have completed equity onboarding training to focus on meaningful equity within their first 90 days of employment.

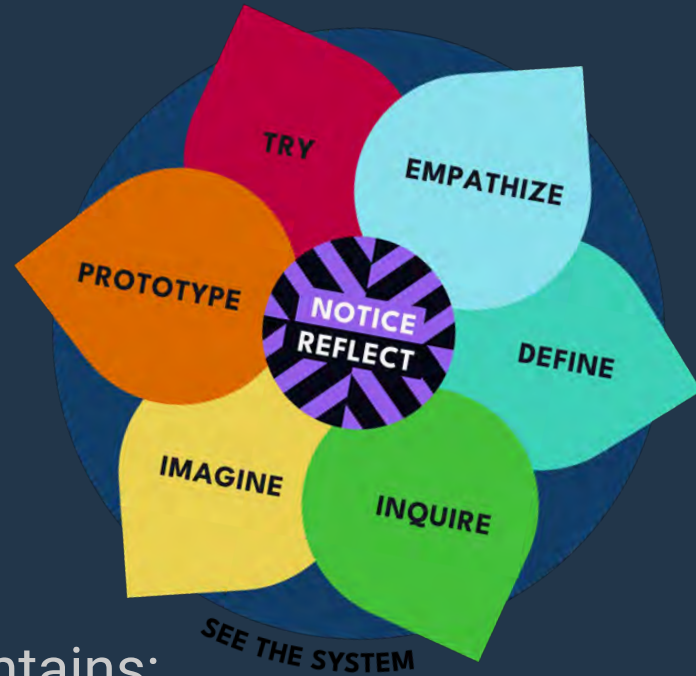




Liberatory Design in the Continuous Improvement Plan Process






Liberatory Design Tool Kit



Contains:

- Suggested Activities
- Meeting Agendas
- Discussion and Decision-making Protocols

Mode	Potential Activity and Objectives
Task	Identify Your Team <ul style="list-style-type: none"><input type="checkbox"/> Identify Team Members<input type="checkbox"/> Set Objective
	Summative Data Review <ul style="list-style-type: none"><input type="checkbox"/> Identify inequitable trends which may lead to an equity challenge<input type="checkbox"/> Draft a problem of practice<input type="checkbox"/> Plan connections to the community to learn more
Task	Review Research on Problem of Practice
	Story Circles <ul style="list-style-type: none"><input type="checkbox"/> Understand the experience of people impacted by the system.<input type="checkbox"/> Clarify an addressable problem of practice or equity challenge<input type="checkbox"/> Get into community with impacted members
	Problem of Practice <ul style="list-style-type: none"><input type="checkbox"/> Define a problem of practice or equity challenge<input type="checkbox"/> Explore root causes of that challenge<input type="checkbox"/> Draft an Aim Statement

Strategic Plan Alignment

Strategy 5.1: Develop department and school Action Plans in partnership with our racially diverse community.

Strategy 5.2: All Action Plans have embedded family engagement strategies.



Action Plan Guidelines

- The action plan was developed in partnership with racially diverse community members.
- Goals are specific, measurable, attainable, relevant and timebound.
- There is a clear connection between the objectives of the action plan and the strategic plan strategies.
- Disaggregated data are reviewed to identify and address disparities in access and outcomes.
- The plan includes regular reporting on progress to community and stakeholders.
- Action steps are clearly articulated and described in sufficient detail.
- The plan has engagement strategies to seek diverse perspectives.
- The plan includes professional learning for staff.
- Roles and responsibilities are clearly assigned to individuals or teams.

Action Planning Timeline and Ad Co Supports (SY 24-25)

	Feb	March	April	May	June	August
Ad Co Sessions/ Support	Q2 Data Review Community Partnership Toolkit (Story Circles)	Planning for AP Engagement using Story Circles	Q3 Data Review Preparing for CE data collection and analysis	Report on AP progress CE Data Review and Analysis	Celebrations, Metric Setting, AP Creation	Review and refine AP
Department Work	Plan for Co-Creation of APs through Community Engagement		Engage your community in co-creating your AP and collect/analyze your data		Begin drafting your AP for SY 24-25	Review and refine AP

Action Plan Guidelines

Goals are connected to the Strategic Plan

Specific action steps are defined and assigned



Northwest Regional Education Service District **Instructional Services**

Department Lead Peplinski & Townsend | **Team Members** CCR: Sara, Kevanna, Jaimie | Instructional Services

Aim: 4 Dual Credit Equity | **High Leverage Action:** Gather and analyze quantitative and qualitative data to assess barriers to dual credit class enrollment

By June 2024, the gap between BIPOC Dual Credit enrollment and regional BIPOC enrollment will decrease from 6.9 percentage points to 5 percentage points.

Strategic Plan Strategy: Strategy 3.2: Expand career-technical, college credit, and experiential learning opportunities for historically marginalized students.

Actions	Person Responsible	Monitoring of Actions	By When	Status
Story circles with students that qualified for college credit but did not accept credit	Sara	-Receive list of students from data team -Work with HS counselors and teachers to plan story circle	-End of each semester: Jan and June	
Host CCR steering committee & collaborative events to gather more information on barriers region-wide	Jaimie	Team check ins, accurate data collection	Sept. - Establish planning	In progress

	Q1	Q2	Q3	Q4
Progress				
Changes for next Quarter				

Collaborate with community colleges about dual credit data collection and student enrollment

Action Planning Timeline & Ad Co Supports

	Aug	Sept	Oct	Nov	Dec	Jan
Ad Co Sessions/ Support	Liberatory Design Tools Action Plan Writing Time	Turn in Action Plans	Plan Community Update	Q1 Data Review		Stocktake Prep Plan for CE
Department Work	Vision, training and implementation of Action Plan		Tell community how the plan is going, collecting initial data while implementing		Continuing to implement and make adjustments based on Q1 data review	

	Feb	March	April	May	June	July
Ad Co Sessions/ Support		Reflect on current plan and new budget Metric Setting	Q3 Data Review & CE data Review Metric Setting	Stocktake Prep Being drafting AP	Celebration AP Writing Work Time	Finalize AP
Department Work	Share progress with community and begin co-design through Community Engagement for SY 25-26		Writing your metrics and action plan		Finalize your AP	





Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Ryan Blasquez - Instructional Services Director

RE: Attendance Program Update

EXPLANATION:

Please see the attached board presentation outlining updates within the NWRESD attendance program.

PRESENTER(S):	Ryan Blasquez, Instructional Services Director
SUPPLEMENTARY MATERIALS:	Attendance Services Update SLIDES
RECOMMENDATION:	N/A
PROPOSED MOTION:	N/A

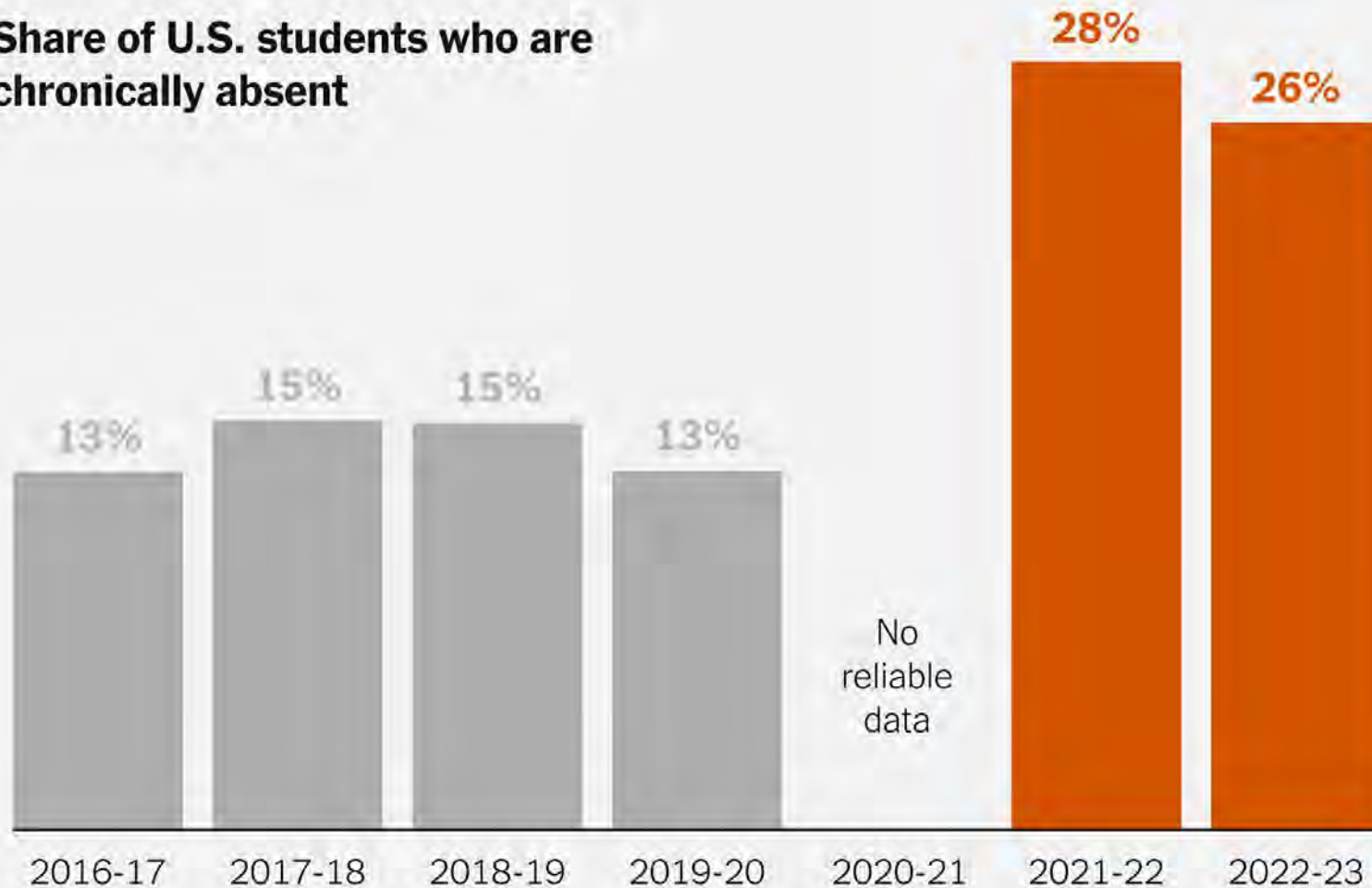


Northwest Regional
Attendance Services

Attendance Services Updates for 2024-25



Share of U.S. students who are chronically absent



District	18-19 % Reg Attender	21-22 % Reg Attender	22-23 % Reg Attender	18-19 % Chr. Absent	21-22 % Chr. Absent	22-23 % Chr. Absent
Sherwood	87.2	76.54	73.2	12.8	23.46	26.8
Scappoose	85.4	70.4	68.6	14.6	29.6	31.4
Beaverton	82.9	72.82	66.9	17.1	27.18	33.1
Hillsboro	82.9	68.72	64.6	17.1	31.28	35.4
Astoria	85.1	63.29	64.1	14.9	36.71	35.9
Forest Grove	78.8	63.26	62.5	21.2	36.74	37.5
Banks	81	59.94	62.3	19	40.06	37.7
Gaston	81.6	61.47	60.7	18.4	38.53	39.3
Tigard-Tualatin	80	64.35	60.5	20	35.65	39.5
Warrenton-Hammond	80.3	67.12	60	19.7	32.88	40
Nestucca Valley	75.7	48.16	58.5	24.3	51.84	41.5
St. Helens	79.4	65.78	58.1	20.6	34.22	41.9
Clatskanie	66.3	64.07	57.5	33.7	35.93	42.5
Neah-Kah-Nie	80.7	50.15	55.6	19.3	49.85	44.4
Jewell	87.8	67.94	55.4	12.2	32.06	44.6
Seaside	77.7	58.82	53.7	22.3	41.18	46.3
Vernonia	74.4	56.55	51.4	25.6	43.45	48.6
Rainier	76.9	55.29	48.3	23.1	44.71	51.7
Knappa	81	54.46	67.7	19	45.54	32.3
Tillamook	78.9	63.08	61.6	21.1	36.92	38.4

Absenteeism in Oregon's 10 largest districts

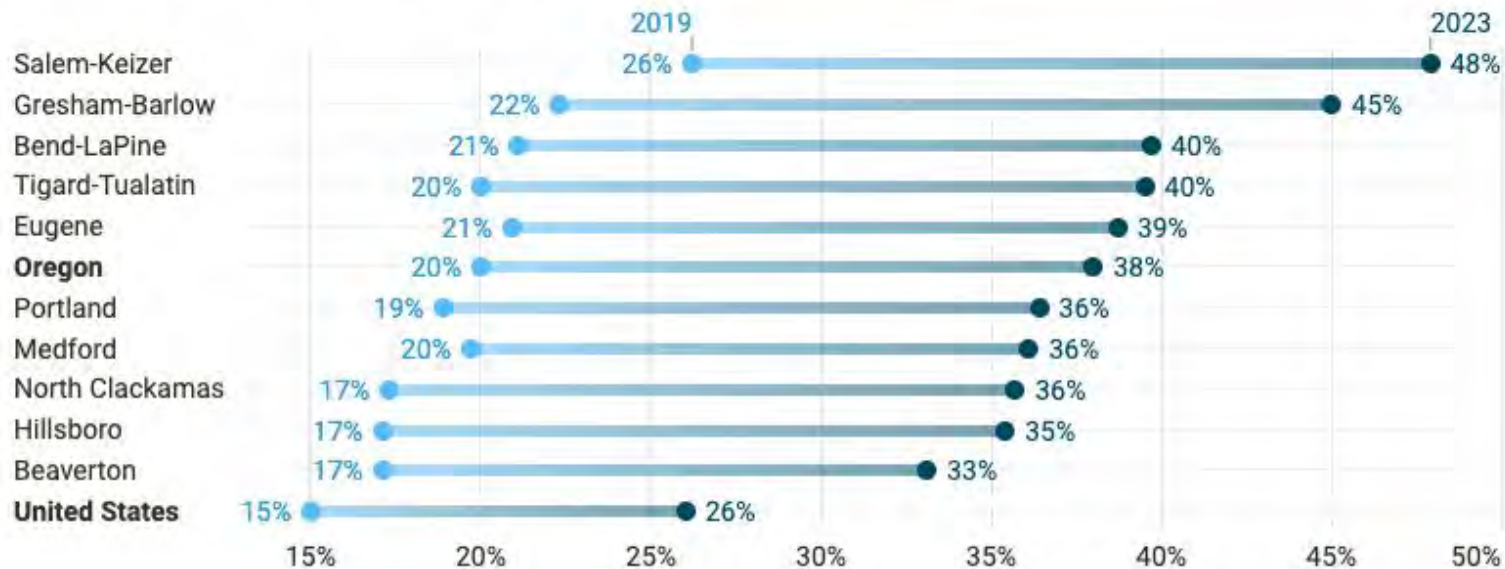


Chart: John Hill/OPB • Source: Oregon Department of Education



2023-24 at a glance

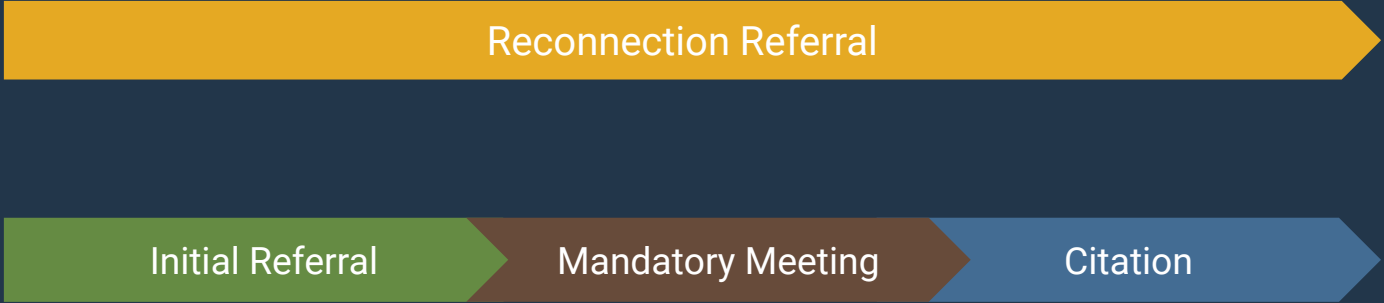
What we know

- Academically students have not rebounded from the pandemic
- Behaviorally students have missed developmental opportunities
- Absenteeism persists across all demographics
- Absenteeism is “culturally contagious”
 - Data shows that when 10% of classmates are out, it is more likely others will be out the next day(s)

Why hasn't attendance bounced back?

- Cyclical behaviors leads to more absences
- People's ***relationship*** with attendance has changed
 - Kids and families experienced trauma during COVID
 - COVID normalized absenteeism...and required it
 - Confusing timelines and policies when we "returned" to school
- Now we have really unhealthy systems (30-50% chronically absent) and interventions alone won't fix them.
- There is a high correlation between absenteeism and lagging academic skills

NWRESD Referral Services- Prior to 2023



Truancy
Related



What changed at NWRESD?

- Truancy was paused during and after COVID
- NWRESD continued citations (2021-2022) because we employed a retired officer that was given special permission to cite for “failure to supervise a child”...then he left.
- We began reconsidering truancy when Senate Bill 48 was proposed (up to a \$2000 fine)
- After lots of feedback from the Senate Committee on Education, regarding the complicated nature of absenteeism, a task force was created instead...the task force sunsets in January.

So what do we do now?

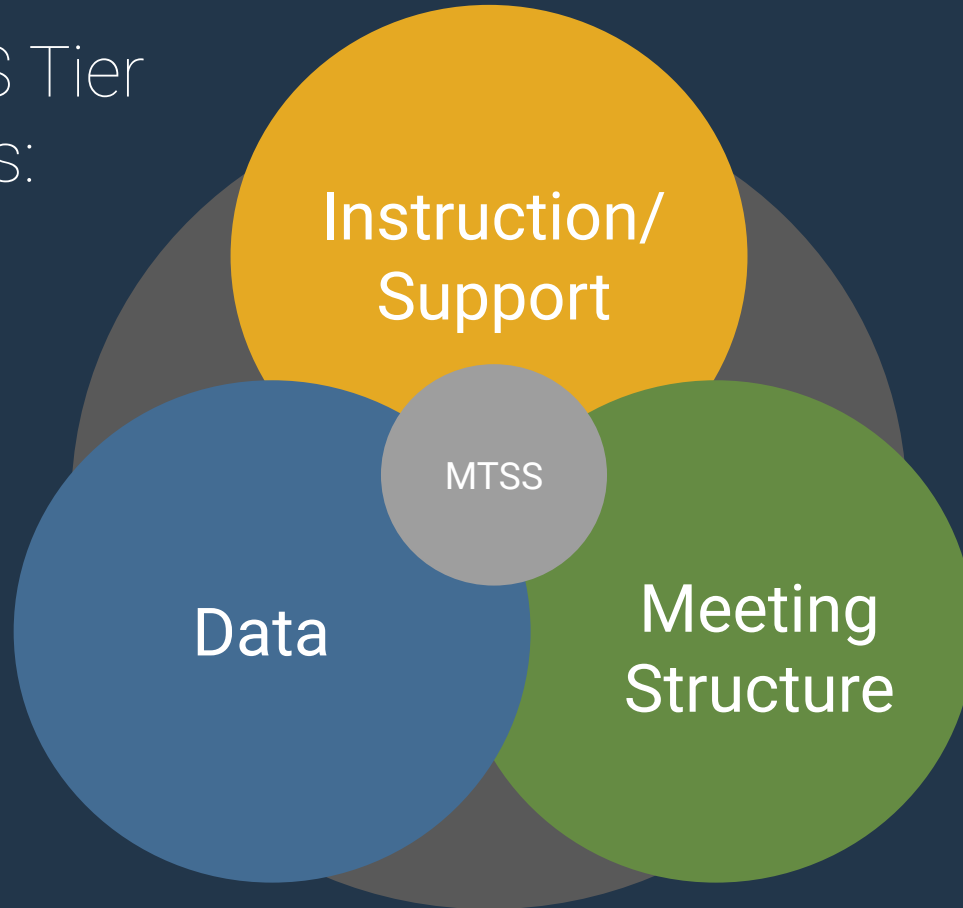
We have a problem with the Core Attendance Supports in our schools.

- We need to work
 - Who is our system
 - Bring families into
- Build a culture of relationships, and
- Use data to monitor
 - Home visits, tuto



ng.
cy, positive
s to services

Each MTSS Tier
Includes:



B • A • S • E • S

Behavior

Attendance

Social

Emotional

Systems

A FREE 3-PART MTSS PROFESSIONAL DEVELOPMENT SERIES COVERING:

- Culturally responsive and sustaining practices that support historically marginalized students
- Tools, reports, and templates for collecting and analyzing attendance, SEL, and behavior data
- Strategies for responding to and preparing for expected and unexpected events
- ...and so much more!



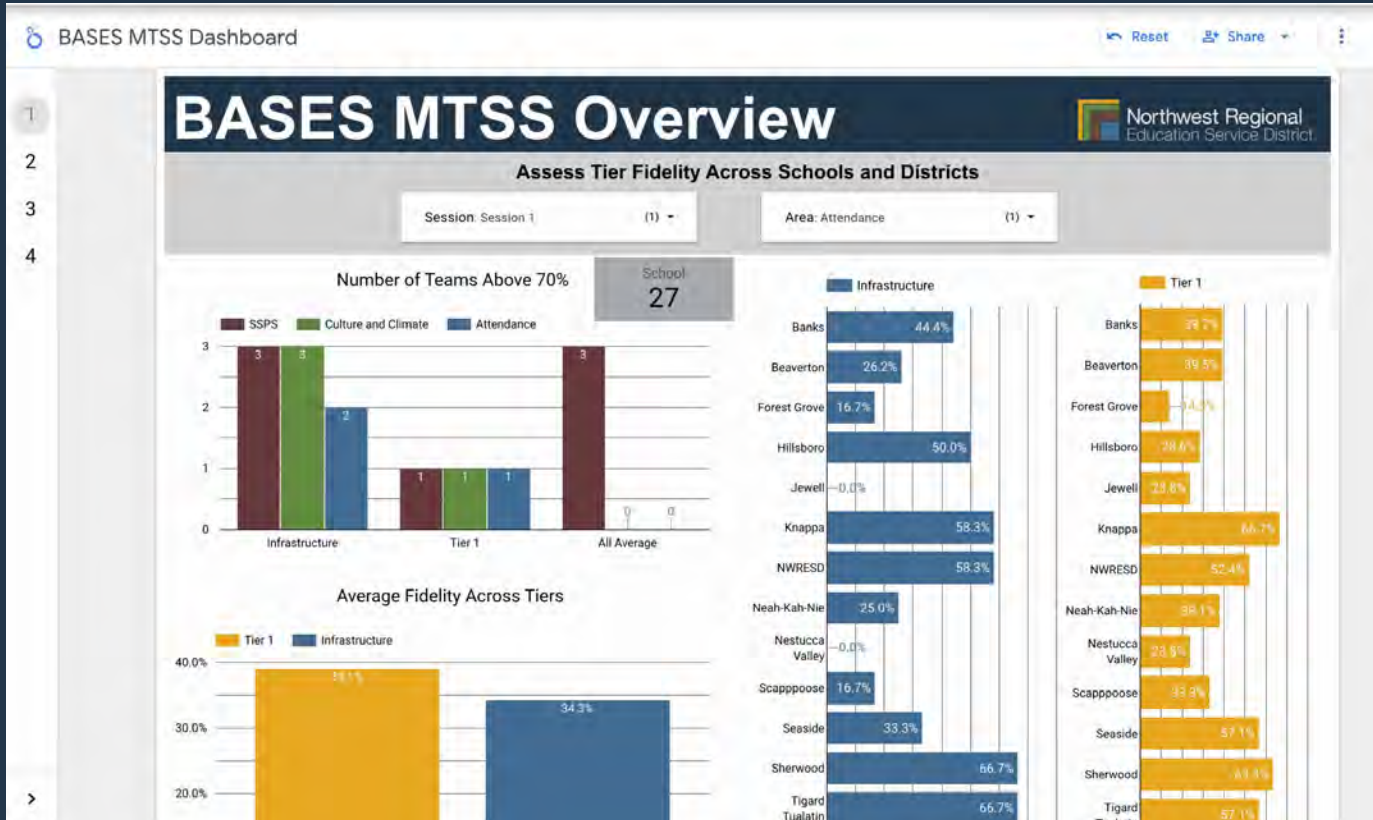
Hillsboro
session nearing
capacity!

Hillsboro
& Seaside
Options

NWRESD Attendance MTSS Rubric

	0 - NOT IN PLACE	1 - PARTIALLY IN PLACE	2 - MOSTLY IN PLACE	3 - COMPLETELY IN PLACE
INFRASTRUCTURE, CAPACITY, & POLICIES: LEADERSHIP				
1	Leadership Team develops an attendance action plan and/or SIP goal for the year based on multiple data sources (e.g. student attendance data, attendance programming implementation data, staff & family feedback data) AND reviews & refines action plan at least yearly.			0 1 2 3
2	Student attendance data disaggregated by race, disability, program enrollment is regularly examined, and yearly action plan/SIP goal explicitly addresses disproportionality in the data.			0 1 2 3
3	Leadership Team meets at <i>least monthly</i> to review implementation outcomes and/or progress of the Tier I attendance programming during the first year of implementation.			0 1 2 3
4	Leadership Team defines and adopts a clear attendance policy while also adhering to state and district requirements (ex., parent notifications, discipline policy, staff expectations of taking accurate attendance, etc).			0 1 2 3
Leadership Composite Score:				
TIER I - INSTRUCTION/PROCEDURES				
5	Teachers consistently greet students as they enter the classroom, make positive phone calls home, provide classroom lessons on the importance of attendance, and welcome students back positively after absences and tardies. All school staff receive training on how these behaviors contribute to increased attendance.			0 1 2 3
6	Tier I team organizes school wide celebrations, attendance initiatives & campaigns along with a schedule of multimodal communications for parents is created (impact of attendance, what is "the risk" for school, info about school's attendance			0 1 2 3

Baseline Data





NWRESD Attendance Services 2024-25

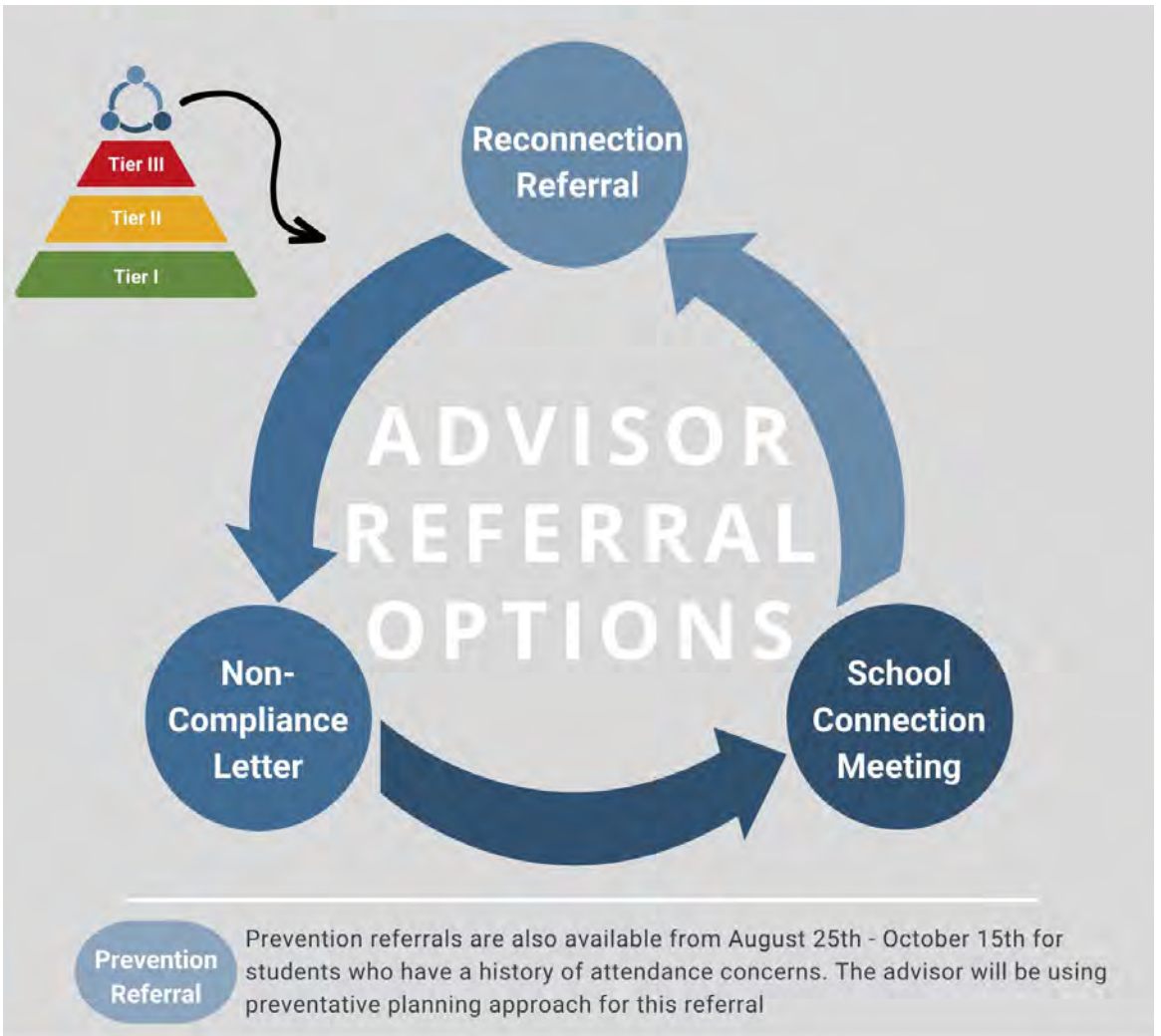
How and why to connect with us!

- 1. Technical Assistance**
 - School Team Coaching
 - Problem Solving
 - Data Support
 - District Level Consultation
- 2. Professional Learning**
 - 2024-25 Training Series
 - Newsletters
 - Resources
- 3. STARS Referrals**
 - Tier III support
 - Reconnection Referrals
 - School Connection Meeting Facilitation

•••••

Updated STARS Referrals

School Team Attendance
Reconnection System
Post SB817



Prevention Referral

Prevention referrals are also available from August 25th - October 15th for students who have a history of attendance concerns. The advisor will be using preventative planning approach for this referral



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Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Debbie Simons; Chief Human Resources Officer

RE: First Reading of Policy EBBA: Student Health Services

EXPLANATION:

Policy EBBA: Student Health Services: The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-022-2220 on health services. The changes result in a requirement to develop “a written prevention-oriented health services plan for all students” (OAR 581-022-2220(1)). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings.

Local ESD Responsibility

Review the recommendations regarding board policy changes and make decisions regarding same. Any policy revisions or recommendation to rescind a policy should be submitted to the board for action.

[Existing Policy EBBA: First Aid - Propose to Delete](#)

[Proposed Policy EBBA: Student Health Services](#)

PRESENTER(S): Debbie Simons, Chief Human Resources Officer

SUPPLEMENTARY MATERIALS: [Proposed Policy EBBA: Student Health Services](#)

RECOMMENDATION: N/A

PROPOSED MOTION: N/A

Northwest Regional ESD

Code: EBBA

Adopted: TBD

Student Health Services

Although the ESD's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. A health services plan shall be developed, implemented, and updated annually. The plan shall describe a health services program for all students at each facility that is owned or leased where students are present for regular programming.

The ESD shall maintain a written prevention-oriented health services plan for all students. The health services plan will¹:

1. Explain available health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid;
2. Refer to available communicable disease prevention and management plan that includes school-level protocols²;
3. Outline an ESD-to-school communication plan³;
4. Provide information about health screenings, including immunizations and TB certificate requirements;
5. Describe how services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs are managed⁴;
6. Integrate school health services with school health education programs and coordinate with health and social service agencies, public and private;
7. Describe how hearing, vision and dental screenings are managed and/or verified for required students⁵;
8. Include a process to assess and determine a student's health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more

¹ For exact language and complete requirement see OAR 581-022-2220(1).

² For specific protocol content requirements see OAR 581-022-2220(1)(b).

³ For requirements of this plan see OAR 581-022-2220(1)(c).

⁴ For more information regarding these requirements see ORS 336.201 and 339.869, OARs 581-021-0037, 581-015-2040, 581-015-2045, 851-045-0040 – 0060, and 851-047-0010 – 0030.

⁵ For vision screening or eye examination or dental screening information see ORS 336.211 and 336.213.

new medical diagnose(s) impacting a student’s access to education, and implement a student’s individual health plan prior to attending school⁶;

9. Comply with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids⁷;
10. Refer to adopted policy and procedures for medications in accordance with Oregon law⁸;
11. Include guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities⁹[, and][.]
12. ~~List the positions in the ESD which shall be required to obtain and maintain a first-aid/CPR/AED card in accordance with OAR 581-022-2220 (3).~~¹⁰

[Any nurse(s) employed by the ESD and providing services to students and the ESD shall be licensed in Oregon to practice as a registered nurse or nurse practitioner or be a licensed practical nurse (LPN) in alignment with LPN supervision requirements of OAR 851-045-0050 - 0060.

A nurse employed by the ESD shall follow all applicable requirements of Oregon Revised Statutes (ORS) Chapter 678 and Oregon Administrative Rule (OAR) Chapter 851. This includes, but is not limited, delegation in accordance with OAR 851-047, which includes performing a nursing assessment of a student prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.¹⁰

A nurse employed by the ESD will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.]

[The ESD provides a menstrual product dispenser with a variety of products in every student bathroom¹¹ which meets the requirements of law.]

END OF POLICY

Legal Reference(s):

⁶ For definitions for this policy see ORS 336.201.

⁷ OAR 437-002-0360 lists various health and safety regulations that apply in the employment setting.

⁸ Medication laws can be found in ORS 339.866 – 339.874 and OAR 581-021-0037; relevant Board policy includes JHCD/JHCDA - Medications.

⁹ For guideline requirements see OAR 581-022-2220(1)(k).

¹⁰ For additional delegation requirements see OAR [851-047-0030](#).

¹¹ [“Student bathroom” means a bathroom that is accessible by students, including a gender-neutral bathroom, a bathroom designated for females, and a bathroom designated for males. (OAR 581-021-0587)]

[ORS 329.025](#)
[ORS 334.125](#)
[ORS 336.201](#)
[ORS 336.204](#)

[ORS 336.211 - 336.214](#)
[OAR 581-021-0017](#)
[OAR 581-021-0031](#)
[OAR 581-021-0587](#)

[OAR 581-021-0590](#)
[OAR 581-022-2050](#)
[OAR 581-022-2220](#)
[OAR 581-022-2515](#)

Every Student Succeeds Act of 2015, 20 U.S.C. § 8548 (2018).
Family Education Rights and Privacy Act 20 U.S.C. § 1232g (2018).

November 2024

Administrative Report

The Office of Equity and Family Partnerships' purpose is to deepen NWRESD's commitment to and accomplishment of equity and antiracism.

Professional Development Support - Cultivate anti-racism, multiculturalism, and diverse racial perspectives in program design, continuous improvement, and decision-making

Columbia County Belonging Collaborative

Educators from across Columbia County's five school districts gathered at the Washington Service Center on November 5th. Staff from the Equity and Family Partnerships office co-facilitated the 4 hour session with representatives from the REAP Ignite. Reap Ignite is a team of consultants dedicated to equipping teachers and education leaders with skill to create equitable and culturally responsive school environments. The session focused on building both a community and network across the five districts as they design ways to strengthen a sense of belonging for their students.

Equity Learning Teams: Design Lab #1

On November 1st, The Office of Equity and Family Partnerships held its first Equity Learning Team (ELT) Design Lab of the year. Approximately 100 ESD employees representing 20 different department and program teams from across the region gathered at Hidden Creek Community Center. Each team is using Liberatory Design to notice and identify existing disparities within their programs, engage with students, families, and providers who are most impacted by these disparities, and build prototypes to try as they co-design with their communities. ELT's focused on refining their equity challenges using relative data, digging deeper into what co-design could look like for their team, generating ideas around potential prototypes, and considering restructuring some of the teams to create a more sustainable system. Teams will continue their work independently as well as receiving additional support from EFP as we prepare for our next ELT Design Lab on January 24h.

Regional Racial Equity Learning and Partnerships - Develop authentic, reciprocal, and inclusive partnerships with our diverse students, families, and community partners

Parent Advisory Committee

NW Regional's Parent Advisory Committee (PAC) met for the first time this year on September 26th and were joined by ESD Superintendent Dan Goldman. The meeting was an opportunity for parents to learn more about the ESD's work and also the impacts of the 2023 legislative session that resulted in staff and program cuts. Parents will continue meeting monthly throughout the year and have prioritized participating in the upcoming ESD legislative action day on February 26th. We also had a visit and presentation from ESD Inclusion Coach, Mickey Hanna who discussed inclusive strategies and programming that helped parents learn what services are offered at the ESD for their children.

Submitted by:

Katie Jones, Equity Coach, [Equity and Family Partnerships](#) on behalf of the EFP team.

BOARD REPORT | INSTRUCTIONAL SERVICES

Attendance Awareness Month

On September 6th, Governor Tina Kotek signed a proclamation declaring the month of September 2024 as Attendance Awareness Month. She was joined by Oregon Department of Education (ODE) Director Charlene Williams, Senator Suzanne Weber, education advocates, and NWRESA's very own Whitney Wagner! Whitney is our Attendance Services Team Lead, supporting regional efforts to increase student attendance and decrease chronic absenteeism. She and her team provide professional development, technical assistance and on-site coaching for our partner districts. Our Attendance Services team focuses their work on strong core practices like data based decision making, on-going partnership and communication with families, and reconnection planning for kids who have missed too much school.



Research tells us that students who attend regularly in grades K-3 are more likely to read on grade level, that absenteeism is one of three signs that a student may drop out of high school and by 9th grade, attendance is a better predictor of graduation rates than 8th grade test scores. Our attendance team keeps students at the center and helps school teams solve complex challenges.

9th Grade Success Network Convening



On October 7, the 9th Grade Success Network hosted 150 educators and students for their first full network convening of the year at PCC Rock Creek. Student Interns and 9GS Teams collaborated around network goals and spent the afternoon codesigning strategies to improve learning conditions at their schools.

Research shows that students who are on track to graduate at the end of 9th Grade are more than 3.5 times more likely to graduate from high school! Our 33 network teams and 50 student interns use strategies like empathy interviews and story circles to better understand student needs and experiences, combining qualitative data with more traditional data sources to design system changes that increase on-track rates.

The 9GS Network continues to center underserved student groups in our schools. 9GS Hub Coaches are on site with school teams as much as possible, and we champion authentic collaboration with students and use data to inform our change work. Network goals for this year include:

- Strengthening our skills to learn what's working and link actions to improved student outcomes
- Growing as storytellers to build our network learning culture and share/scale effective practices



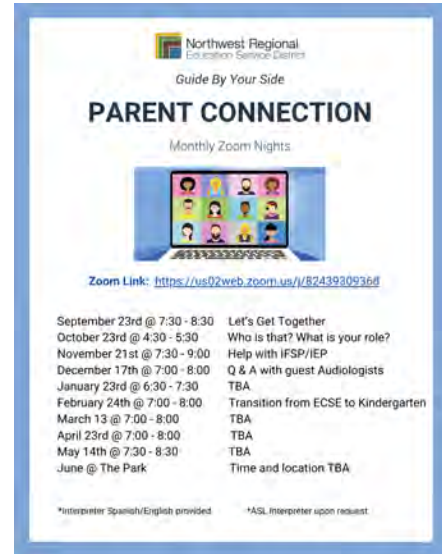
Special Student Services Board Report

Cathy Jensen, Executive Director, K-12 Special Education
November 2024

Deaf and Hard of Hearing Team (D/HH)

The Deaf/HH Program staff members are hard at work, having delivered hearing assistive technology (HAT) for over 175 students in our region who experience hearing loss and trained educators to use the devices. This technology allows students who wear hearing aids or cochlear implants to have verbal instruction from the teacher sent directly from a microphone into their personal hearing technology. Our HAT systems (also known as FM systems) are loaned to students/districts for the duration of the school year at no charge if the student has the Special Education eligibility of Deaf/Hard of Hearing.

In an effort to provide support to parents of young children who are deaf or hard of hearing, NWRESD has partnered with Oregon's Guide By Your Side organization in order to offer evening opportunities (some online and some in person) for families to connect and to learn about hearing loss, how to advocate for their child, and why hearing technology is so important for the development of a language system.



Northwest Regional
Education Service District
Guide By Your Side
PARENT CONNECTION
Monthly Zoom Nights

Zoom Link: <https://us02web.zoom.us/j/82439209368>

September 23rd @ 7:30 - 8:30	Let's Get Together
October 23rd @ 4:30 - 5:30	Who is that? What is your role?
November 21st @ 7:30 - 9:00	Help with IFSP/IEP
December 17th @ 7:00 - 8:00	Q & A with guest Audiologists
January 23rd @ 6:30 - 7:30	TBA
February 24th @ 7:00 - 8:00	Transition from ECSE to Kindergarten
March 13 @ 7:00 - 8:00	TBA
April 23rd @ 7:00 - 8:00	TBA
May 14th @ 7:30 - 8:30	TBA
June @ The Park	Time and location TBA

*Interpreter Spanish/English provided *ASL Interpreter upon request

Region 8 - Traumatic Brain Injury (TBI) Team

The Region 8 TBI Team started the year off with their first in-person team meeting in October. The team discussed key resources and updates related to Traumatic Brain Injury (TBI) support. Melaney Grenz, Project Manager, from the Center on Brain Injury Research & Training (CBIRT), presented new resources, including blog posts, webinars, and social media channels. Feedback from the last meeting emphasized maintaining well-organized materials, increasing awareness about TBI, and providing professional development, especially for student athletes' return to learning. The team reviewed upcoming training opportunities, including webinars on augmentative and alternative communication (AAC), and transition goals in IEPs. Updates were provided on TBI data collection and comparisons between Oregon and Alaska's return-to-school plans. Additionally, the team worked on developing a family resource document, targeting how best to support families with TBI resources.



The Region 8 TBI Team is coordinated through the local TBI Liaison, [Malory Turner](#), and comprises educational staff in Clatsop, Columbia, Tillamook, or Washington counties. Members represent various roles: District Nurse, School Psychologist, Occupational Therapist, Physical Therapist, Special Education Teacher, and more.

Since August 2023, the local team has added sixteen new members. Currently, the team has four meetings scheduled per year with office hours available as needed for support. The next virtual team meeting is scheduled for December 10, 2024.



Pictured above: Region 8 - TBI team members pose for a group photo at their first meeting of the 2024-2025 school year on October 8, 2024.

The [TBI Educational Team](#) is a multidisciplinary group funded through the Oregon Department of Education's regional programs for low-incidence disabilities.



**Prepared by Stacy Rager, Executive Director of Early Learning
November, 2024**

Advocacy Visits Underway

In collaboration with the Communication Department, legislator visits are underway at some of the EI/ECSE sites. Representative Courtney Neuron visited the Tualatin Early Childhood Center on 10/22, and Representative Susan McClain visited the Hillsboro Early Childhood Center on 10/29. The next scheduled visit is Senator Janeen Sollman at the Hillsboro Center on 11/13. My thanks to our board members who were able to join us in advocating for better funding—Maureen Wolf, Becky Tymchuk, and Dorian Russell.

Early Intervention visits the Apple Farm!

The Hillsboro Early Intervention team invited families to come visit Heritage Apple Farm. They worked closely with the apple farm to ensure a positive and welcoming experience for families. The EI team at HECC routinely hosts amazing social events for families. These events help to create a sense of belonging and community for families that can often feel isolated. The effort put towards these events is so appreciated and it's impressive to see! Kudos to our team at HECC for organizing this event!

Early Learning Advisory Team

On November 1st, the Early Learning Advisory reconvened to review initiatives set last spring and continue refining our work. Staff shared feedback, noting increased student-focused conversations and valuing the dedicated PSP time for deeper discussions of student needs. Many acknowledged improvements in teamwork and structure, with some expressing concerns about high caseloads, the challenge of implementing multiple initiatives simultaneously (like AEPS-3, HLGs, MTSS, and PSP), and limited time for collaboration, particularly on Fridays. Despite these challenges, the transition to HLG has been well-received, helping streamline goal-tracking and student support. Moving forward, the advisory will continue meeting regularly to assess this feedback and make further adjustments to support the team effectively.

NW Early Learning Hub - Partnerships take center stage in Birth-to-Five Literacy efforts



Pictured above (left), NW EL Hub staff worked together to unpack a pallet of 250 literacy kits from *Raising a Reader*. Pictured above (right), these home library kits contain six bilingual board books and a bilingual parent guide along with the tote bag and small puppet. These will be distributed to families across Clatsop, Columbia and Tillamook Counties by Early Head Start and Healthy Families home visitors.

This partnership is one of several strategies that the NW Early Learning Hub is leveraging to dispatch Birth-to-five Literacy plan dollars into the region by the end of the 2025 program year. Other partnerships will include: Installing (and stocking) Little Free Libraries at *ODHS* offices, partnering with *CCR&R* to develop training for childcare staff, an Art Contest hosted by the *ESD Communications* team that received 44 entries. This art will be used to develop an Early Literacy Toolkit including brochures and posters to promote the importance and value of sharing books with children of all ages!

Northwest Regional Child Care Resource and Referral

On October 1st the NW Regional CCRR began the process of completing the Market Price and Supply Survey (MPSS). This study is completed every two years and greatly informs the child care system. It is the data collection that provides the information for Oregon State University's Child Care Desert Study. It also informs the Department of Early Learning and Care about the pricing for child care across the state and is used to set reimbursement rates for child care subsidies.

To complete this work the CCRR Team contacts each child care provider in the three county region and updates all of their program information in depth. This goes beyond the usual quarterly and annual updates that the team regularly completes. The team is on track for 100% completion well before December 31st, the end of the survey period.

We're looking forward to the next OSU child care desert study that will be released in spring of 2025.



ACTION ITEMS



November 13, 2024

TO: Board of Directors
FR: Jordan Ely, CFO
RE: Financial Report through 10/31/2024

EXPLANATION:

Introduction

This report provides an overview of the fiscal health of NW Regional Educational Service District (ESD) for the period ended October 31, 2024. The purpose of the report is to provide the board with a summary and an analysis of the district's financial activities by fund classification, highlighting key trends, revenues, expenditures, and fund balances.

Expenditure projection accuracy is expected to be improved, now that September and October payroll runs are completed. Revenue projections will see material improvement once all award letters and grant agreements are received. Property taxes collected in November and December also yield reliable baselines for local tax projections. Until all of these variables achieve a level of reliability, projections depend exclusively on analysis of historical regression, which is limited by its inability to control for year-to-year variations.

2023-24 numbers are being audited, and grant claims are still in process. Therefore, beginning fund balance information and prior year-to-date comparison figures are subject to change. However, they are expected to be fairly reliable, as of this report.

General Fund

The beginning fund balance for the general fund has improved, thanks to late property tax collections from 2023-24. However, since they were received early enough (prior to audit) to book them back into 2023-24, the projection for late taxes booked in 2024-25 has been reduced commensurately.

Revenue-to-date is unfavorable relative to expectations, due to a decreased state school fund estimate. The reduction is primarily due to carve-outs and minimum grant amounts for smaller ESDs, but our region is also modestly impacted by a small loss in average daily membership relative to the rest of the state.

While revenue is down, expenditures are also expected to be lower, due to reduced transfers to districts. Overall, the general fund's cash position and operating deficit are both performing slightly better than expected.

Special Revenue Fund

Similar to what was experienced last year, the cash position of the special revenue fund is negative, due to expenditures in excess of fund balance and delayed revenue. Claims against grants have been submitted, and staff expect to see revenue arriving during the month of November. While not all grant amendments have been received, most have been received and staff expect to see the last few soon; though, no specific timeline has been offered by the department of education.

The budgeted beginning fund balance was \$18,060,098, but the actual beginning fund balance is now projected to be \$18,456,333. Year-to-date, expenses have totaled \$27,008,833, while revenues have totaled \$4,156,061.

Debt Service Fund

The Debt Service Fund covers principal and interest payments on the district's long-term debts. The first payment is due in December and another payment will occur in May 2025.

Capital Projects Fund

The Capital Projects Fund is used for construction, renovation, and major equipment purchases. Beginning fund balance was \$9,586,591. Internal transfers of \$1,217,777 for funding the Meadowlark remodel and for a potential project in Tillamook County have been completed and represent the only revenue received-to-date. Expenditures have totaled \$2,816,568, all of which are attributable to the Aloclek and Meadowlark remodels.

Enterprise Fund

Enterprise Funds are used when NW Regional ESD operates revenue-generating services; for example, Cascade Technology Alliance or business management services. The beginning fund balance is currently at \$688,366. Revenues-to-date were \$4,923,137. Expenditures-to-date were \$4,966,867. The majority of these expenses were related to the software we host for districts. The costs for this software and for hosting will be billed to districts. Similar to the special revenue fund, this creates delayed revenue, but the delays are normal and expected, and they do not give rise to concern.

Trust & Agency Fund

Trust & Agency funds are those held by the ESD on behalf of other parties. The ESD does not control these funds, but instead serves in a custodial capacity. The beginning fund balance of the Trust & Agency fund was \$9,516,799. Revenues-to-date were \$2,092,604 (transfers from general fund), and the expenses totaled \$5,686,091.

Conclusion

To conclude, the overall financial picture is strong. Staff will closely monitor cash, but operations are not expected to be impacted by cash flow issues. All funds are currently performing as expected, with any exceptions noted above. All projections are preliminary and are expected to change as the year unfolds.

PRESENTER(S):	Jordan Ely
SUPPLEMENTARY MATERIALS:	Board Financial Report through Oct. 31
RECOMMENDATION:	To approve the October 2024 financial report as presented.
PROPOSED MOTION:	"I move to approve the October 2024 financial report as presented."

NW REGIONAL ESD MONTHLY FINANCIAL REPORT

For the Period Ended 10/31/2024

GENERAL FUND	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance	100.00%	101.33%	\$ 6,296,460	\$ 6,213,670	\$ 6,296,460	\$ 82,790
REVENUES						
Local Sources	6.37%	1.78%	\$ 401,700	\$ 22,621,637	\$ 21,648,229	\$ (973,408)
Intermediate Sources			-			
State Sources	42.63%	41.13%	\$ 17,804,909	\$ 43,288,251	\$ 42,738,618	\$ (549,633)
Federal Sources			-			
Other Sources		82.09%	\$ 275,000	\$ 335,000	\$ 275,000	\$ (60,000)
TOTAL REVENUE	30.58%	27.90%	\$ 18,481,609	\$ 66,244,888	\$ 64,661,847	\$ (1,583,041)
EXPENDITURES						
Instruction			\$ -			
Support Services	35.06%	32.13%	\$ 4,107,892	\$ 12,786,839	\$ 11,916,748	\$ 870,091
Enterprise and Community Services			-			
Facilities Acquisition and Construction			-			
Other Uses	0.02%	5.51%	\$ 2,960,738	\$ 53,696,439	\$ 52,819,269	\$ 877,170
Contingencies			-	\$ 1,975,280		\$ 1,975,280
TOTAL EXPENDITURES	6.11%	10.33%	\$ 7,068,630	\$ 68,458,558	\$ 64,736,017	\$ 3,722,541
SURPLUS / (DEFICIT)			\$ 11,412,979		\$ (74,171)	
Period End Fund Balance			\$ 17,709,439			
Projected Year End Fund Balance					\$ 6,222,289	
SPECIAL REVENUE FUND	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance	100.00%	102.19%	\$ 18,456,333	\$ 18,060,098	\$ 18,456,333	\$ 396,235
REVENUES						
Local Sources	12.29%	8.55%	\$ 3,540,223	\$ 41,387,670	\$ 41,246,746	\$ (140,924)
Intermediate Sources			-			
State Sources	27.08%	0.27%	\$ 120,920	\$ 45,160,900	\$ 45,083,800	\$ (77,100)
Federal Sources	44.79%	0.70%	\$ 106,612	\$ 15,252,313	\$ 15,185,462	\$ (66,851)
Other Sources		9.44%	\$ 388,306	\$ 4,111,881	\$ 3,811,187	\$ (300,694)
TOTAL REVENUE	20.51%	3.92%	\$ 4,156,061	\$ 105,912,764	\$ 105,327,195	\$ (585,569)
EXPENDITURES						
Instruction	25.00%	23.07%	\$ 15,723,431	\$ 68,150,067	\$ 62,893,724	\$ 5,256,343
Support Services	23.77%	17.62%	\$ 7,217,279	\$ 40,967,254	\$ 32,362,974	\$ 8,604,280
Enterprise and Community Services	28.58%	20.11%	\$ 679,452	\$ 3,379,290	\$ 2,377,369	\$ 1,001,921
Facilities Acquisition and Construction			-			
Other Uses	36.71%	29.53%	\$ 3,388,671	\$ 11,476,249	\$ 9,230,921	\$ 2,245,328
Contingencies			-			
TOTAL EXPENDITURES	25.05%	21.79%	\$ 27,008,833	\$ 123,972,860	\$ 106,864,988	\$ 17,107,872
SURPLUS / (DEFICIT)			\$ (22,852,772)		\$ (1,537,793)	
Period End Fund Balance			\$ (4,396,439)			
Projected Year End Fund Balance					\$ 16,918,540	

NW REGIONAL ESD MONTHLY FINANCIAL REPORT

For the Period Ended 10/31/2024

NW REGIONAL ESD MONTHLY FINANCIAL REPORT						
For the Period Ended 10/31/2024						
DEBT SERVICE FUND	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance			-	-		
REVENUES						
Local Sources			\$ -	\$ -		
Intermediate Sources			-	-		
State Sources			-	-		
Federal Sources			-	-		
Other Sources		100.00%	\$ 1,318,000	\$ 1,318,000	\$ 1,318,000	
TOTAL REVENUE		100.00%	\$ 1,318,000	\$ 1,318,000	\$ 1,318,000	
EXPENDITURES						
Instruction			\$ -	\$ -		
Support Services			-	-		
Enterprise and Community Services			-	-		
Facilities Acquisition and Construction			-	-		
Other Uses			-	\$ 1,318,000	\$ 1,318,000	
Contingencies			-	-		
TOTAL EXPENDITURES			\$ -	\$ 1,318,000	\$ 1,318,000	
SURPLUS / (DEFICIT)			\$ 1,318,000			
Period End Fund Balance			\$ 1,318,000			
Projected Year End Fund Balance					\$ -	
CAPITAL PROJECTS FUND	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance		96.55%	\$ 9,586,591	\$ 9,929,433	\$ 9,586,591	\$ (342,842)
REVENUES						
Local Sources	100.00%		\$ -	\$ 50,000	\$ 50,000	
Intermediate Sources			-	-	-	
State Sources			-	-	-	
Federal Sources			-	-	-	
Other Sources		100.00%	\$ 1,217,777	\$ 1,217,777	\$ 2,435,554	\$ 1,217,777
TOTAL REVENUE	0.03%	96.06%	\$ 1,217,777	\$ 1,267,777	\$ 2,485,554	\$ 1,217,777
EXPENDITURES						
Instruction			\$ -	\$ -	\$ -	
Support Services			-	\$ 850,000	\$ 716,667	\$ 133,333
Enterprise and Community Services			-	-	-	
Facilities Acquisition and Construction	5.60%	27.22%	\$ 2,816,568	\$ 10,347,210	\$ 13,057,997	\$ (2,710,787)
Other Uses			-	-	-	
Contingencies			-	-	-	
TOTAL EXPENDITURES	5.60%	25.15%	\$ 2,816,568	\$ 11,197,210	\$ 13,774,664	\$ (2,577,454)
SURPLUS / (DEFICIT)			\$ (1,598,791)		\$ (11,289,110)	
Period End Fund Balance			\$ 7,987,800			
Projected Year End Fund Balance					\$ (1,702,519)	

NW REGIONAL ESD MONTHLY FINANCIAL REPORT

For the Period Ended 10/31/2024

ENTERPRISE FUND	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance	100.00%	46.08%	\$ 688,366	\$ 1,493,824	\$ 688,366	\$ (805,458)
REVENUES						
Local Sources	4.07%	31.57%	\$ 2,404,993	\$ 7,618,257	\$ 7,618,257	
Intermediate Sources		-	-	-	-	
State Sources		-	-	\$ 300,000	\$ 300,000	
Federal Sources		-	-	-	-	
Other Sources	1.74%	100.00%	\$ 2,518,144	\$ 2,518,144	\$ 2,518,144	
TOTAL REVENUE	3.18%	47.17%	\$ 4,923,137	\$ 10,436,401	\$ 10,436,401	
EXPENDITURES						
Instruction	39.75%	27.92%	\$ 98,836	\$ 353,934	\$ 338,982	\$ 14,952
Support Services	50.43%	42.05%	\$ 4,868,031	\$ 11,576,290	\$ 10,053,046	\$ 1,523,244
Enterprise and Community Services		-	-	-	-	
Facilities Acquisition and Construction		-	-	-	-	
Other Uses		-	-	-	-	
Contingencies		-	-	-	-	
TOTAL EXPENDITURES	50.11%	41.63%	\$ 4,966,867	\$ 11,930,224	\$ 10,392,028	\$ 1,538,196
SURPLUS / (DEFICIT)			\$ (43,730)		\$ 44,373	
Period End Fund Balance			\$ 644,636			
Projected Year End Fund Balance					\$ 732,739	
TRUST & AGENCY FUND	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance	100.00%	174.89%	\$ 9,516,799	\$ 5,441,712	\$ 9,516,799	\$ 4,075,087
REVENUES						
Local Sources			\$ -	\$ 1,300,000	\$ 900,000	\$ (400,000)
Intermediate Sources			-	-	-	
State Sources	100.00%		-	-	-	
Federal Sources			-	-	-	
Other Sources		4.35%	\$ 2,092,604	\$ 48,086,730	\$ 47,836,730	\$ (250,000)
TOTAL REVENUE		4.24%	\$ 2,092,604	\$ 49,386,730	\$ 48,736,730	\$ (650,000)
EXPENDITURES						
Instruction	14.70%	12.62%	\$ 2,025,596	\$ 16,055,422	\$ 16,189,525	\$ (134,103)
Support Services	8.39%	15.19%	\$ 2,206,784	\$ 14,528,803	\$ 14,067,545	\$ 461,258
Enterprise and Community Services			-	\$ 100,000	\$ 66,667	\$ 33,333
Facilities Acquisition and Construction			-	-	-	
Other Uses	0.20%	6.02%	\$ 1,453,711	\$ 24,144,217	\$ 21,166,055	\$ 2,978,162
Contingencies			-	-	-	
TOTAL EXPENDITURES	6.37%	10.37%	\$ 5,686,091	\$ 54,828,442	\$ 51,489,792	\$ 3,338,650
SURPLUS / (DEFICIT)			\$ (3,593,487)		\$ (2,753,062)	
Period End Fund Balance			\$ 5,923,312			
Projected Year End Fund Balance					\$ 6,763,737	

NW REGIONAL ESD MONTHLY FINANCIAL REPORT

For the Period Ended 10/31/2024

ALL FUNDS	2023-2024 YTD % of Actual	2024-2025 YTD % of Budget	Current YTD	Annual Budget	Annual Forecast	Variance Fav / (Unfav)
Beginning Fund Balance	100.00%	108.28%	\$ 44,544,549	\$ 41,138,737	\$ 44,544,549	\$ 3,405,812
REVENUES						
Local Sources	9.66%	8.70%	\$ 6,346,916	\$ 72,977,564	\$ 71,463,232	\$ (1,514,332)
Intermediate Sources						
State Sources	35.80%	20.20%	\$ 17,925,829	\$ 88,749,151	\$ 88,122,418	\$ (626,733)
Federal Sources	46.43%	0.70%	\$ 106,612	\$ 15,252,313	\$ 15,185,462	\$ (66,851)
Other Sources	0.10%	13.56%	\$ 7,809,831	\$ 57,587,532	\$ 58,194,615	\$ 607,083
TOTAL REVENUE		13.72%	\$ 32,189,188	\$ 234,566,560	\$ 232,965,727	\$ (1,600,833)
EXPENDITURES						
Instruction	23.27%	21.11%	\$ 17,847,863	\$ 84,559,423	\$ 79,422,231	\$ 5,137,192
Support Services	26.48%	22.80%	\$ 18,399,986	\$ 80,709,186	\$ 69,116,981	\$ 11,592,205
Enterprise and Community Services	28.58%	19.53%	\$ 679,452	\$ 3,479,290	\$ 2,444,036	\$ 1,035,254
Facilities Acquisition and Construction	5.60%	27.22%	\$ 2,816,568	\$ 10,347,210	\$ 13,057,997	\$ (2,710,787)
Other Uses	1.52%	8.61%	\$ 7,803,120	\$ 90,634,905	\$ 84,534,245	\$ 6,100,660
Contingencies	16.35%		\$	\$ 1,975,280	\$	\$ 1,975,280
TOTAL EXPENDITURES		17.50%	\$ 47,546,989	\$ 271,705,294	\$ 248,575,489	\$ 23,129,805
SURPLUS / (DEFICIT)			\$ (15,357,801)		\$ (15,609,763)	
Period End Fund Balance			\$ 29,186,748			
Projected Year End Fund Balance					\$ 28,934,786	



Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Jordan Ely, CFO

RE: Aloclek Furniture Purchase Authorization

EXPLANATION:

The remodel for the new Early Childhood Center on Aloclek Dr. in Hillsboro is expected to be completed on time. Based on current lead times, staff need to order furniture for this facility now in order to have it delivered and installed in time for our planned staff occupancy in late March.

In order to achieve an efficient procurement process, staff requested quotes from three vendors with cooperative purchasing contracts that- through competitive bid processes- had already established pricing for the needed furniture items. The ESD provided architectural drawings and specifications to the vendors and requested package pricing. Two vendors responded (quotes attached), and OneSource Office Interiors offered the highest overall value and lowest price. The total price of the furniture package is \$609,272.81; a substantial savings from the revised estimate of \$680,000 reported to the board at its last meeting.

Staff are requesting authorization to contract with OneSource Office Interiors, Inc. of Portland to provide the needed cubicles, desks, chairs, classroom furniture, et cetera, for the Aloclek facility.

PRESENTER(S):

Jordan Ely

SUPPLEMENTARY MATERIALS:

[OneSource Furniture List](#)

[OneSource Quote](#)

[PWRO List and Quote](#)

RECOMMENDATION:

To approve the purchase of the proposed furniture package from OneSource Office Interiors, as presented.

PROPOSED MOTION:

"I move to approve the purchase of the proposed furniture package from OneSource Office Interiors, as presented."



A ONESOURCE PROPOSAL FOR:
Northwest Regional Education
Aloclek Campus

a letter from your
account executive



Dear Northwest Regional Education,

On behalf of our team at OneSource Office Interiors, I would like to express our heartfelt gratitude for the opportunity to participate in this project. We are truly excited and honored to present our proposal for the new Alolek building.

As a lifelong resident of Vancouver, Washington, I take great pride in collaboration with clients who share a deep commitment to the Pacific Northwest and its vibrant communities. At OneSource, we are eager to contribute to the long-term growth and success of properties in this region.

We are dedicated to providing you with:

- Multi-disciplinary collaboration
- A holistic vision and innovative approach
- A dedicated and experience project management team
- Seamless and integrated delivery across multiple platforms

Our clients remain our top priority, and our core values center around investing in our people, our communities, and effective communication. We look forward to further strengthening our partnership as we work together on this exciting endeavor.

Best regards,

Brandi Ford

Brandi Ford
OneSource Office Interiors
Business Development Manager & Sales Representative



OneSource Team Members

Project Execution, Service, Installation Partner

SOLIDAH SATH
President



After more than 14 years in the industry, Solidah “Soda” Sath took ownership of OneSource Office Interiors. With an extensive design background and a keen eye for detail, she is dedicated to delivering real value to clients through informed design solutions and effective space planning.

Soda@gotoonesource.com
971.808.5444

THOMAS KEYZERS
Vice President of Sales



Thomas has dedicated over 14 years of his career to commercial furniture and design, playing a pivotal role in creating environments that foster both professional and personal connections. His influence has significantly impacted end users and industry peers alike, establishing him as a trusted mentor in the field.

Thomas@gotoonesource.com
971.998.2676

Brandi Ford
Sales Representative



Brandi joined the OneSource team in 2017, bringing with her over 8 years of experience as a customer service manager. After her initial role she transitioned into sales, further deepening her expertise in the office furniture industry. With a passion for design and commitment to building lasting relationships with her clients, she ensures that every project, regardless of size, is executed seamlessly from start to finish.

Brandi@gotoonesource.com
360.721.5453

LEK VONGTHONGTHIP
Project Manager



With over 27 years of experience in the commercial furniture industry, Lek joined OneSource in 2023. Leveraging his extensive knowledge and hands-on experience, he provides exceptional service, timely delivery, and seamless execution. Leading the installation team with a positive, collaborative approach, he works side by side with his team to ensure every project is a success.

Lek@gotoonesource.com
503.484.3374





OneSource Office Interiors value proposition

At OneSource, we are ready to make your workplace and classroom journey meaningful for your vision and impactful to your people by creating an experience that is consistent, collaborative and customized to your specific needs.

OUR COMMITMENT TO NWRES

Everything we learn we'll share with Northwest Regional Education Services, so you understand and are prepared for the emerging trends in the workplace & classroom – and remain competitive in your industry.

SPIRIT OF COLLABORATION

In our pursuit of innovation, we're celebrating agility, designing differently, establishing creative partnerships, and implementing new technologies to create destinations where people love where and how they work.

PEOPLE-BASED APPROACH

OneSource Office Interiors is a people-first driven organization. Our mission is to unlock human promise, and we start by understanding people and how they work.

OUR CORE VALUES

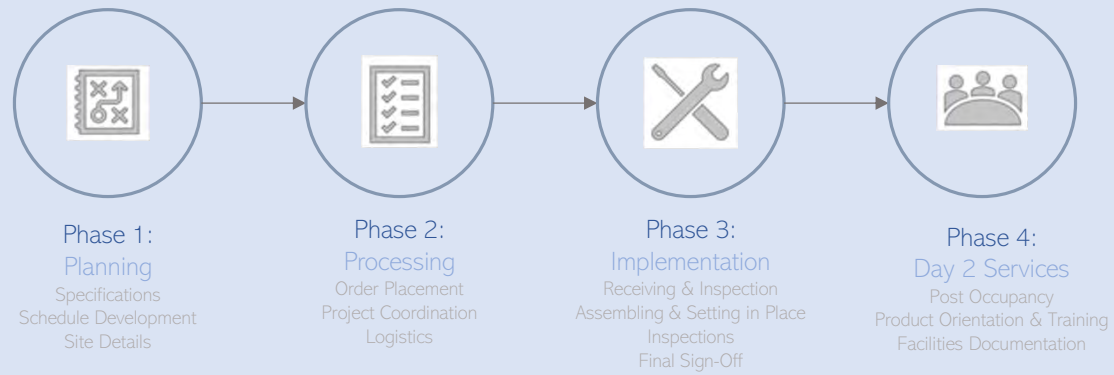
- Customers First
- Collaboration
- Think Big
- Act with Integrity
- Make a Difference Every Day

PROUD PARTNERS OF TEKNION

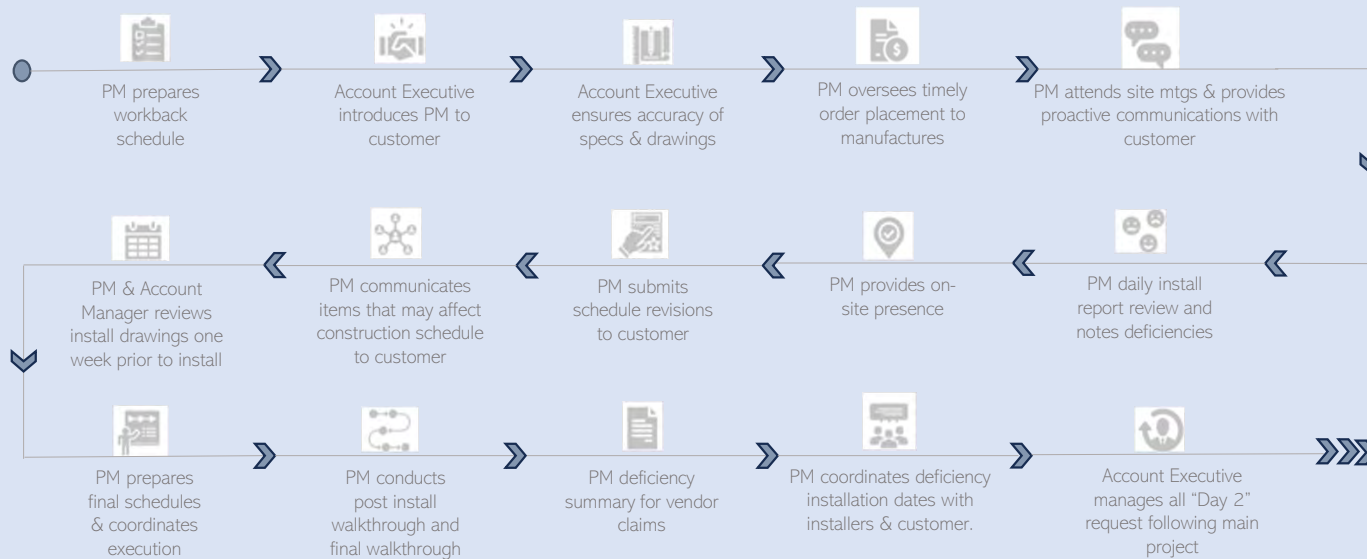
Together with Teknion, our capability to provide complete customer satisfaction enables us to meet corporate standards for local, regional and national accounts. Whatever you need, we are committed to providing you with the environment and tools that offer unlimited possibilities for the future of your business.



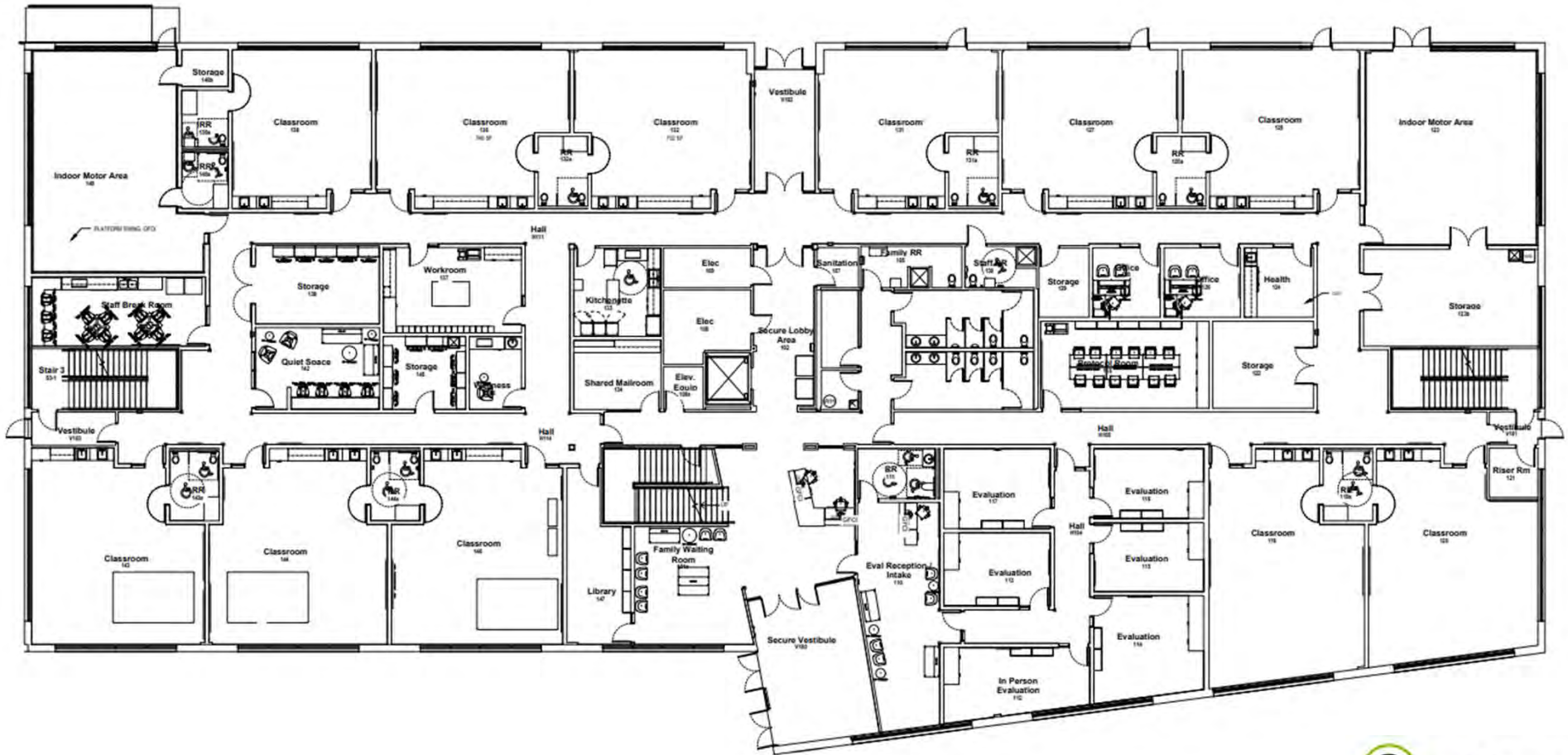
management approach



implementation



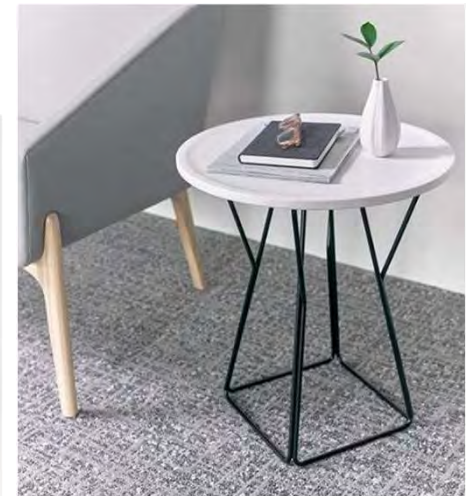
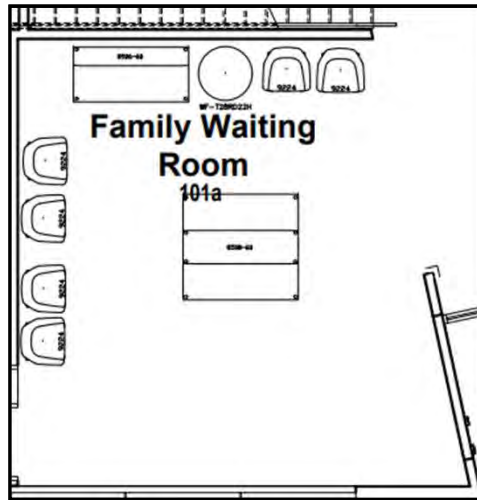
1ST FLOOR



FAMILY WAITING ROOM 101a

KNOWLEDGE IN PROGRESS - THANK YOU FOR YOUR PATIENCE WHILE WAITING!

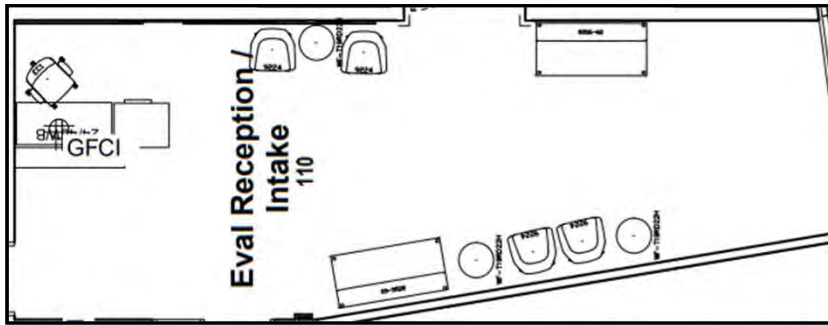
A collection of dramatic lines and striking angles with geometric, sculptural designs that transform any space into an open door for learning



Eval Reception / Intake 110

Where every **IDEA** finds its place

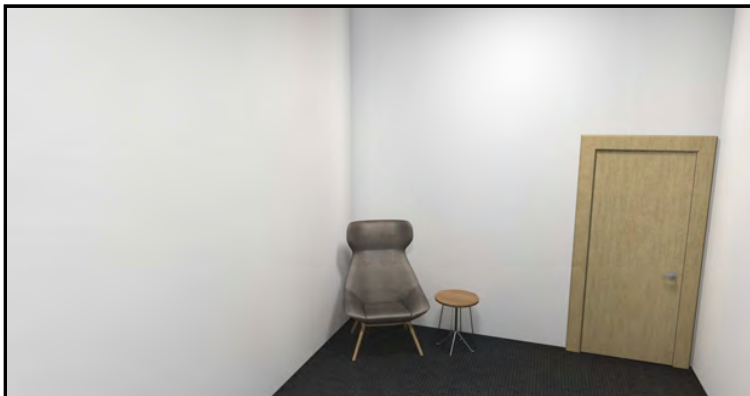
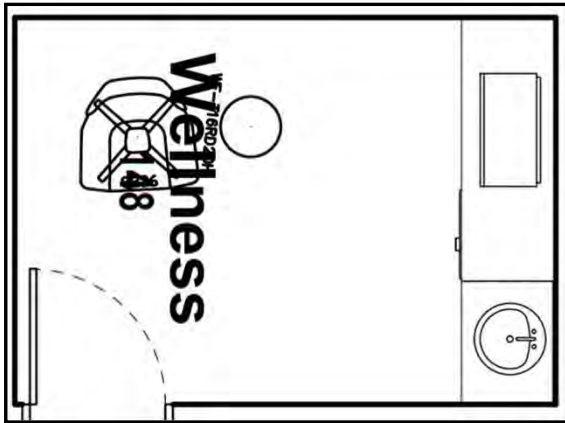
A cohesive collection of waiting furniture that's perfectly suited for a variety of environments and is optimal for gathering and creating casual and collaborative environments.



WELLNESS 148

FIND YOUR **BALANCE & BREATH** EASY

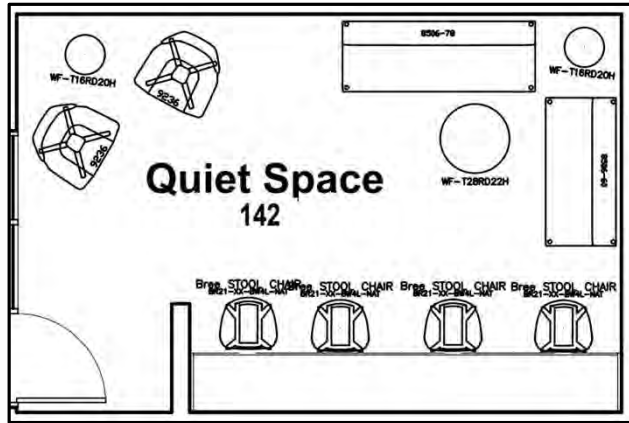
A dedicated space for rejuvenation and self-care. Here, you can take a moment to unwind, recharge, and cultivate your well-being, ensuring you're at your best for your students and each other.



QUIET SPACE 142

QUIET MOMENTS, BIG DREAMS - SHHH - MAGIC IN THE MAKING!

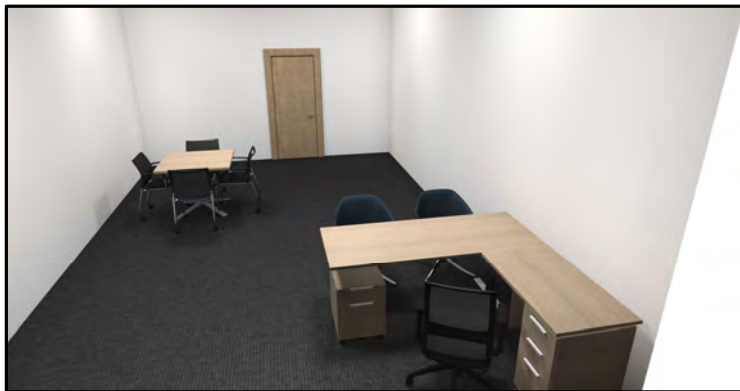
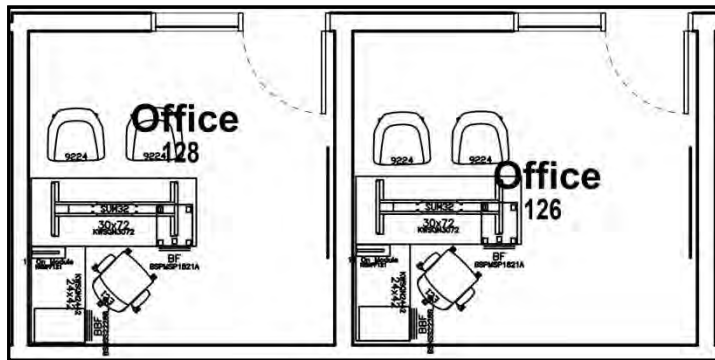
Whispered thoughts transform into powerful ideas. This sanctuary for focused learning and discovery is the perfect spot



OFFICE 126 & 128

YOUR COZY CORNER FOR INSPIRATION & GROWTH - WELCOME TO YOUR OFFICE!

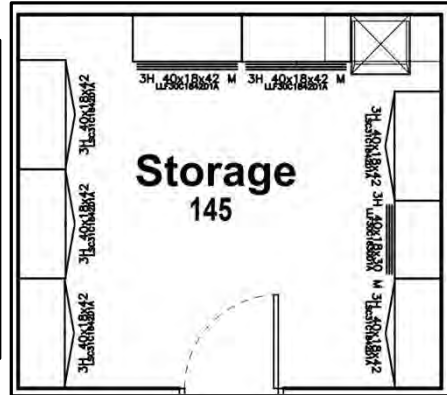
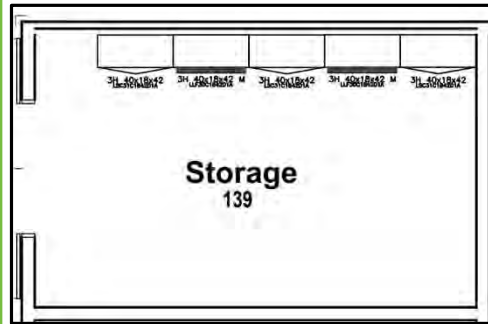
Discover an office designed with the perfect blend of ergonomics, style, and budget-friendly solutions. Comfort meets elegance, ensuring you can work efficiently without compromising on aesthetics. Your ideal workspace awaits!



Storage 139 & 145

Where every **IDEA** FINDS ITS PLACE

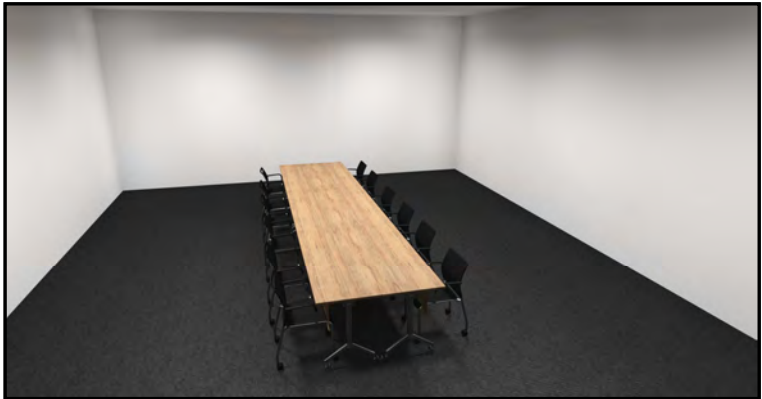
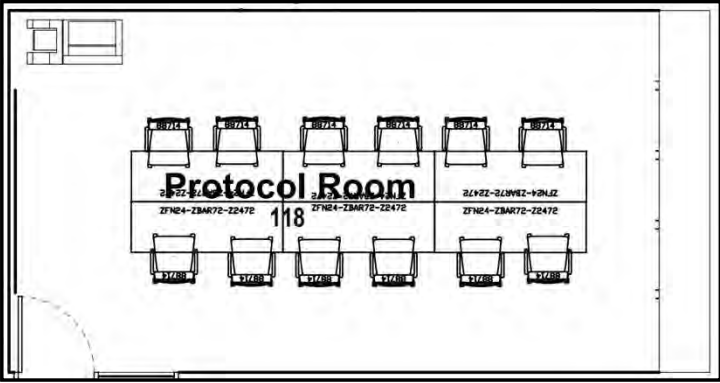
Storing knowledge, one lesson at a time



PROTOCOL ROOM 118

PRECISION IN EVERY PLAN - WHERE EVERY DETAIL MATTERS

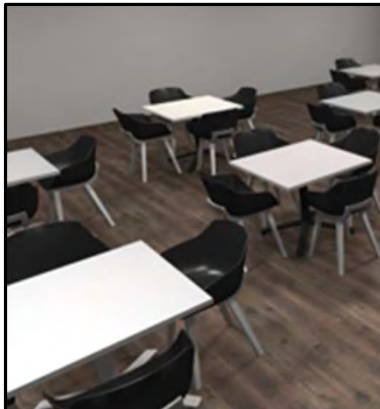
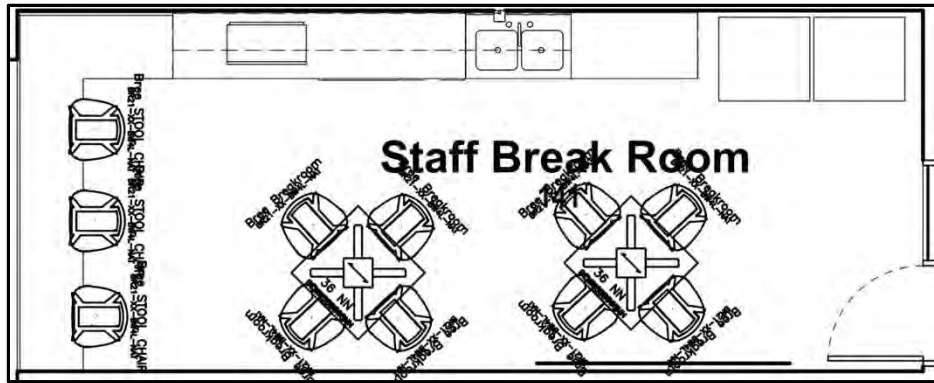
Transform your space for ultimate versatility and peak performance. Experience the perfect blend of functionality and style, tailored to elevate your work and inspire creativity.



STAFF BREAK ROOM

RECHARGE AND REFUEL - YOUR BREAKROOM ESCAPE AWAITS

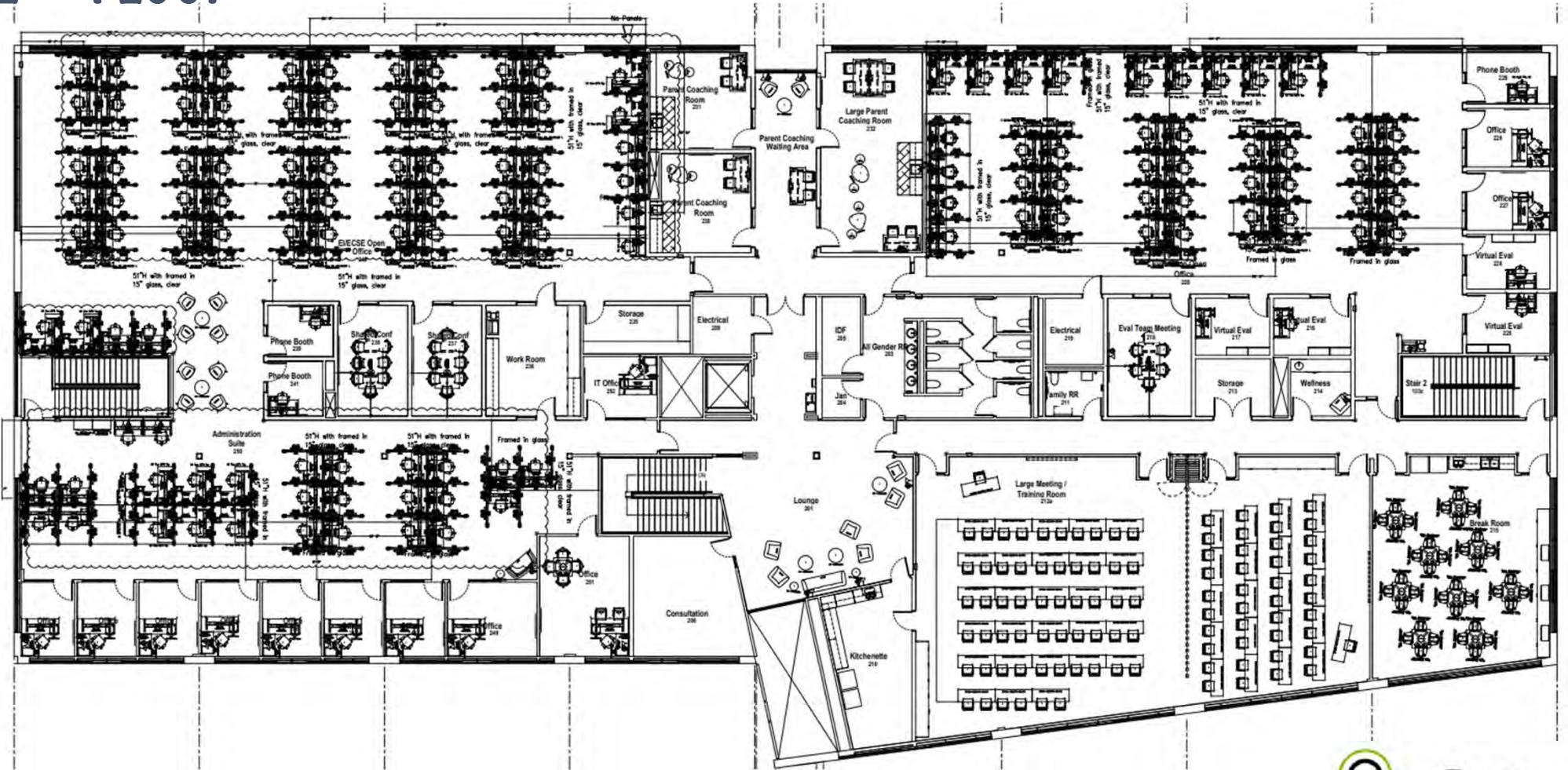
A cozy retreat where educators can recharge and connect. Take a moment to unwind, share ideas, and gather inspiration, because a refreshed mind fosters great teaching!



The chairs depicted in the rendering are not accurate; the proposed chairs will align with those shown on the right.



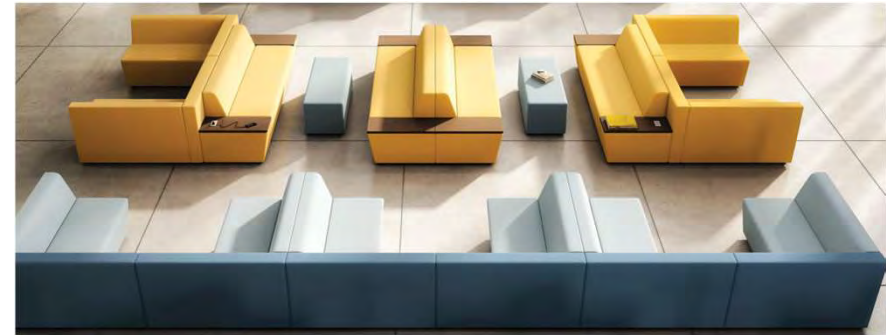
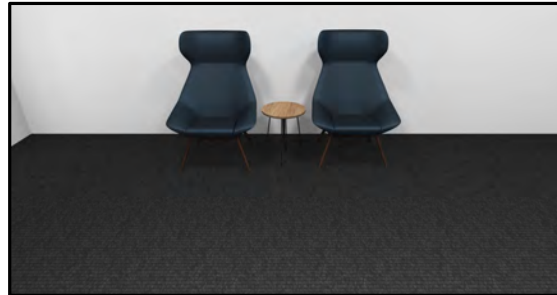
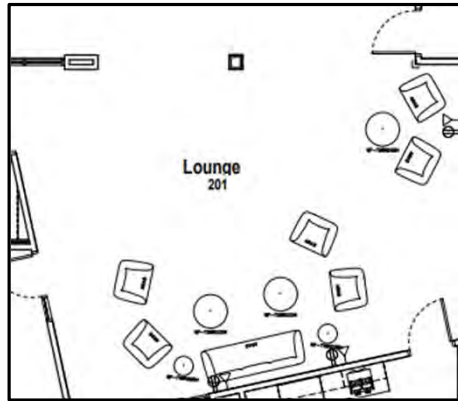
2ND FLOOR



Lounge 201

RELAX AND RECHARGE - YOUR JOURNEY IN LEARNING STARTS HERE

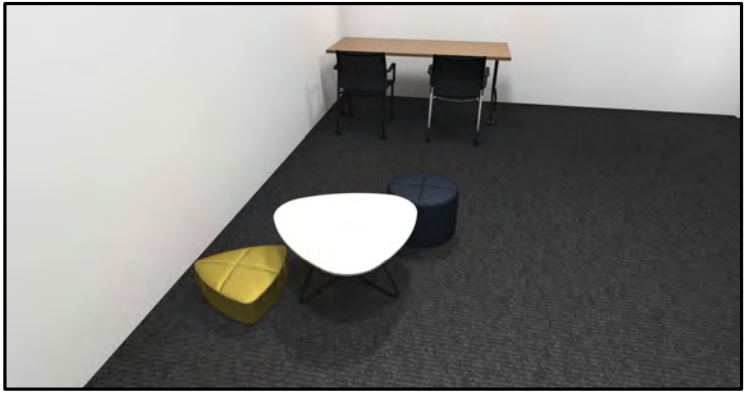
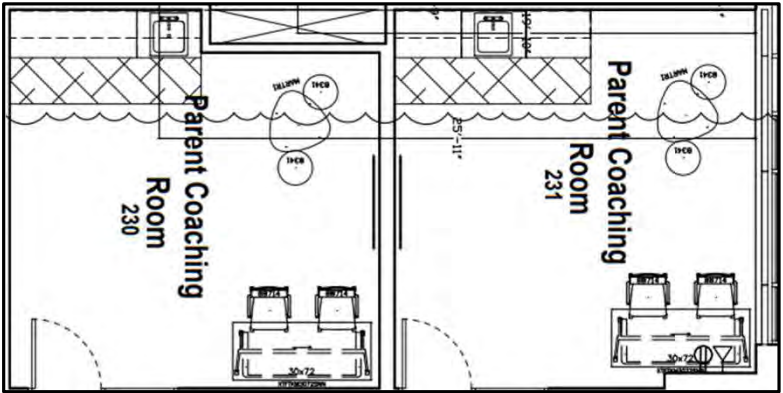
A comfortable waiting space designed for relaxation and connection. Here, students and staff can unwind, share ideas, or simply take a moment to breathe. It's the perfect spot to recharge before embarking on the next adventure in learning!



PARENT COACHING ROOM 230 & 231

GUIDING PARENTS FOR STUDENT SUCCESS!

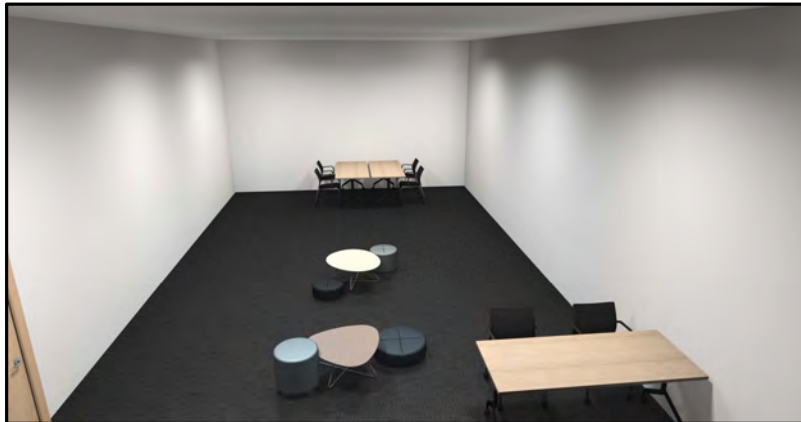
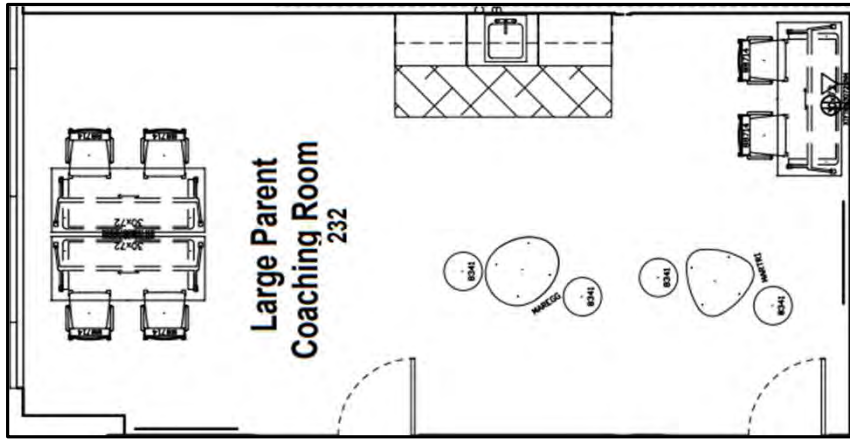
Provide support, resources, and strategies for navigating the challenges of parenting and education. Here, parents and connect, share experiences, and learn effective tools to foster their child's growth and development.



Large Parent Coaching Room 232

PARENTING PATHWAYS - NAVIGATE SUCCESS TOGETHER!

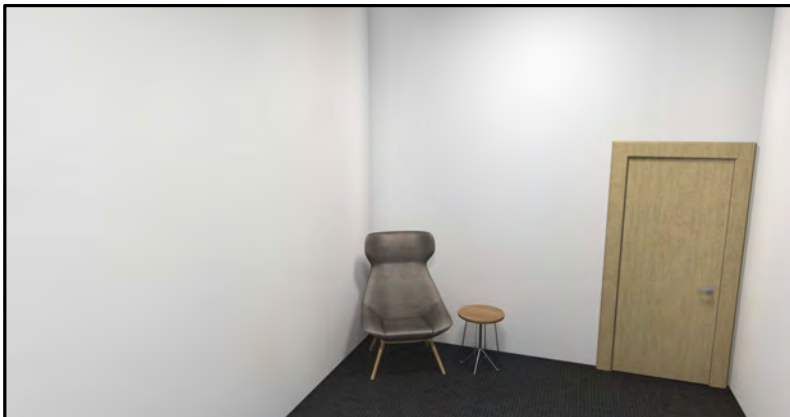
Space dedicated to helping parents discover effective strategies, share insights, and connect with others facing similar challenges. Find a wealth of resources designed to empower while guiding the child's growth and learning.



WELLNESS 214

WELLNESS OASIS - NURTURING MIND, BODY & Learning

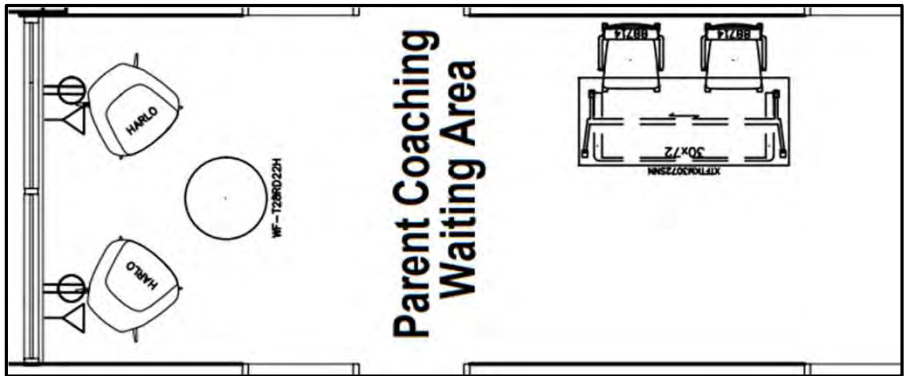
Find a calm retreat to practice self-care, engage in mindfulness activities, and recharge. Wellness rooms offer resources for relaxation, stress relief, and emotion well-being, creating a supportive environment where everyone can thrive.



Parent Coaching Waiting Area

YOUR PARTNERSHIP IS PARENTING: Ready, Set, GROW

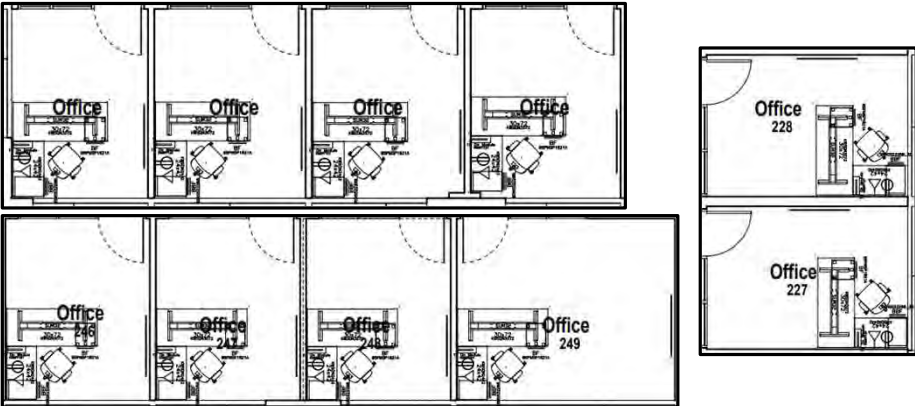
Find support, resources and a community dedicated to helping navigate the journey of parenting and learning. Creating brighter futures for our kids, fostering strong partnerships that inspire growth and success in and out of the classroom



PRIVATE OFFICES 227, 228, 242, 243, 244, 245, 246, 247, 248 & 249

OFFICE OF POSSIBILITIES: WHERE FOCUS FUELS GROWTH

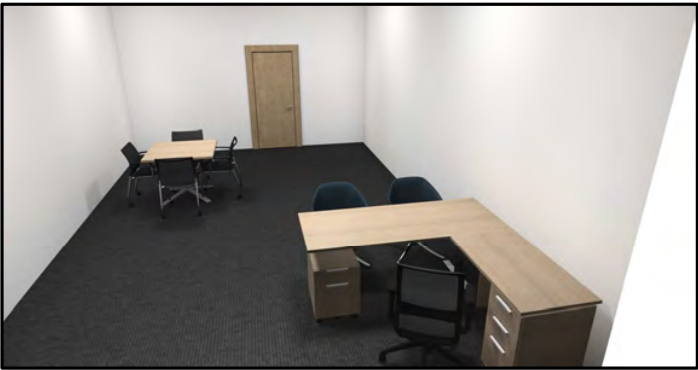
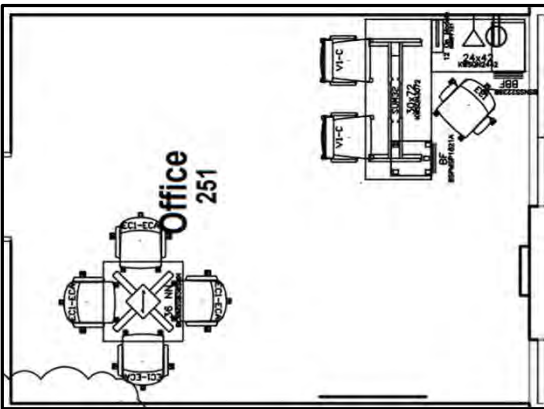
An office of possibilities, a dedicated space designed for focus and growth. Here educators can explore new ideas, collaborate with colleague on innovative solutions, and foster meaningful discussions. The office is all about creating an environment where creativity thrives and every conversations can lead to transformative learning experiences.



PRIVATE OFFICE 251

LEADERSHIP IN ACTION: THE HUB OF VISION & INNOVATION

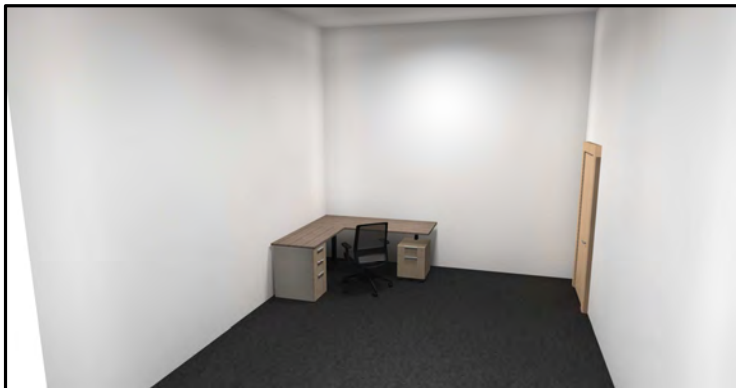
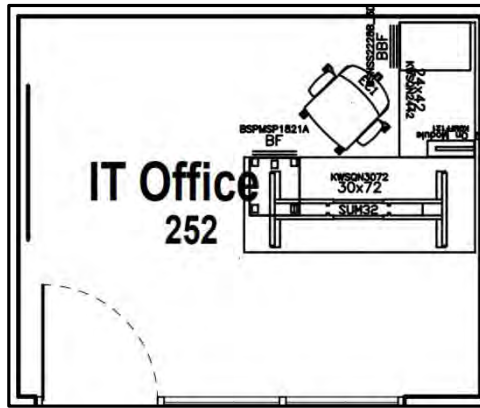
A space dedicated to fostering strategic thinking and empowering the team to drive positive change. Here, ideas are transformed into action, and collaboration fuels progress. It's not just an office; it's where our commitment to excellence in education comes to life, shaping the future of student and staff alike.



IT OFFICE 252

TECH HUB - EMPOWERING EDUCATION THROUGH INNOVATION

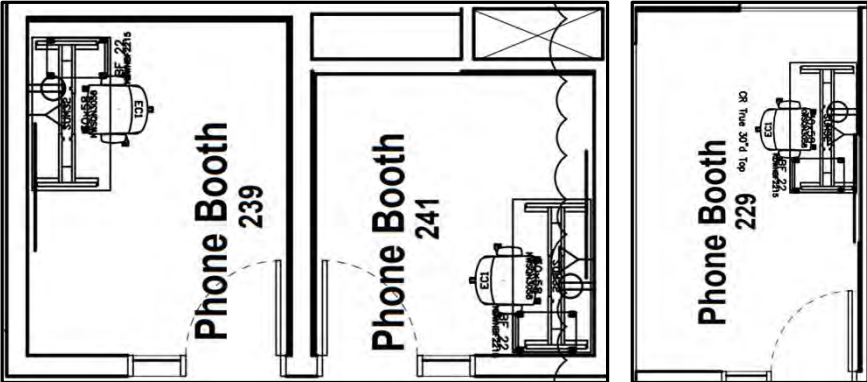
Dedicated to supporting educators and students with the latest tools and resources to enhance learning experiences. Troubleshooting issues and implementing solutions that foster a seamless integration for technology in the classrooms.



PHONE BOOTH 229, 239 & 241

DIAL IN TO **Learning**: YOUR VOICE, YOUR **IMPACT!**

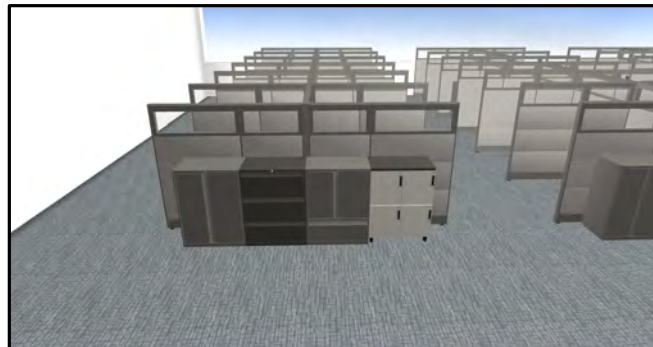
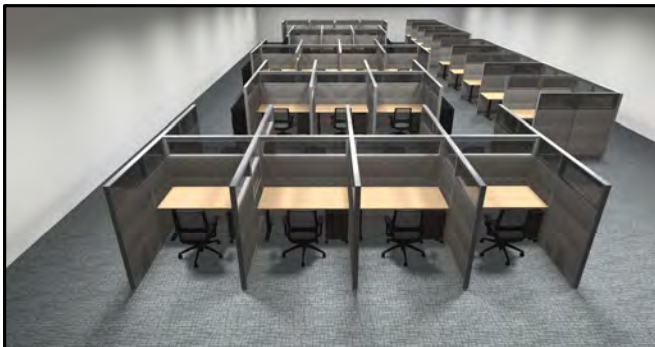
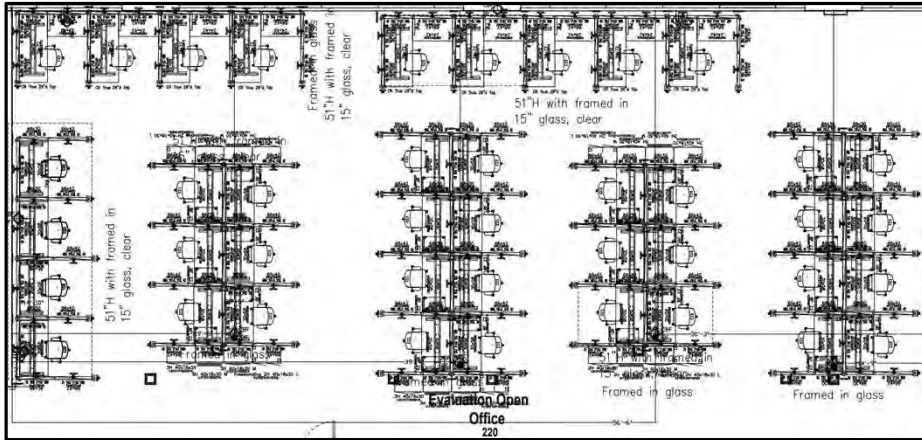
Your voice matters. A space designed for you to dial in, share ideas, and collaborate with others in privacy. Whether discussing innovative teaching strategies, seeking advice, or connecting with fellow educators and parents, every conversations can spark inspiration and rive positive change. Step in, speak out, and let your ideas shape our learning community



EVALUATION OPEN OFFICE 220

INSIGHTS IN ACTION: A SPACE FOR COLLABORATION AND GROWTH

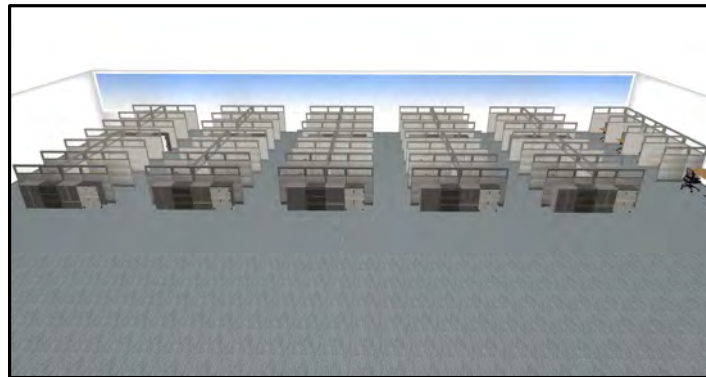
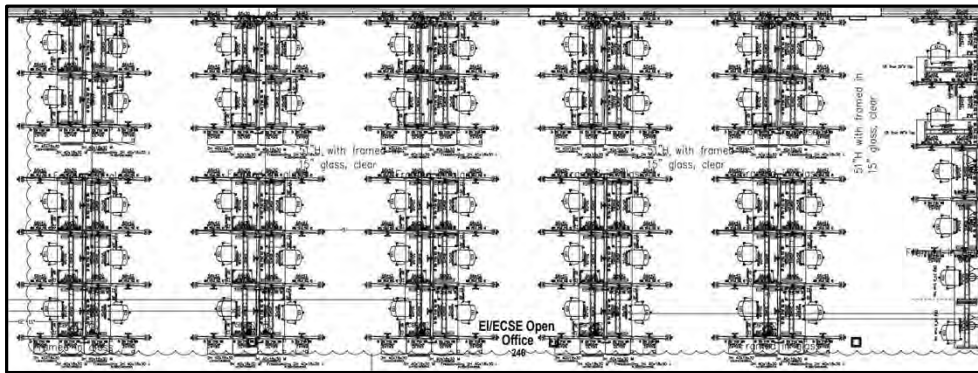
The space designed to encourage dynamic discussions and idea-sharing among team members focused on evaluation and improvement. With an open layout that fosters connection, you can engage in meaningful conversations, share valuable insights and work together to enhance educational practices.



EI / ECSE OPEN OFFICE 240

GROWING TOGETHER: A COLLABORATIVE SPACE FOR EARLY INTERVENTION SUCCESS

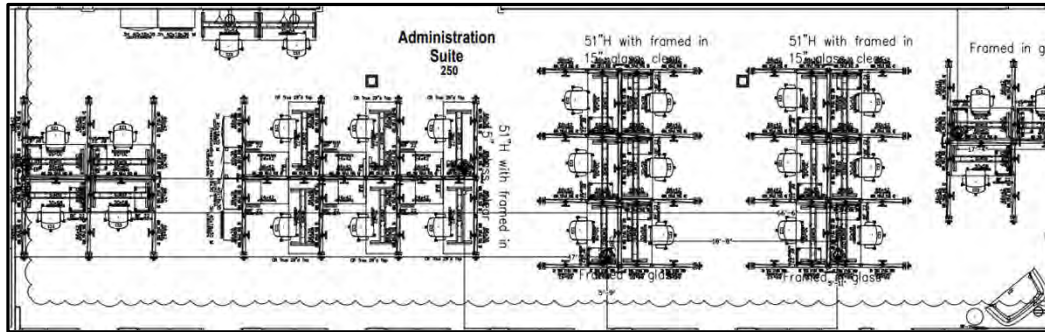
Teamwork and innovative approaches among educators, specialists, and families. Share resources, brainstorm strategies, and celebrate each child's unique journey. Create a supportive environment where every child can thrive, ensuring that they receive the care and attention they need for a successful life.



ADMINISTRATION SUITE 250

ADMINISTRATION IN ACTION - WHERE ORGANIZATION MEETS INSPIRATION

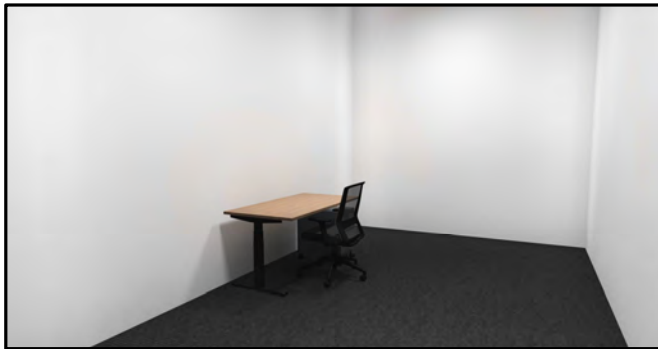
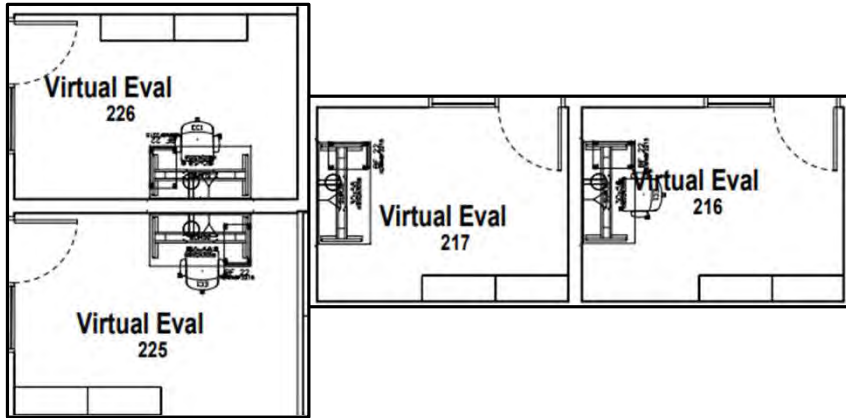
Working together to support the educational mission. Here, ideas flow freely, and teamwork drives our initiatives, ensuring that staff and students receive the best possible support.



VIRTUAL EVAL 216, 217, 226 & 227

CONNECTION **INSIGHTS** FOR ENHANCED LEARNING

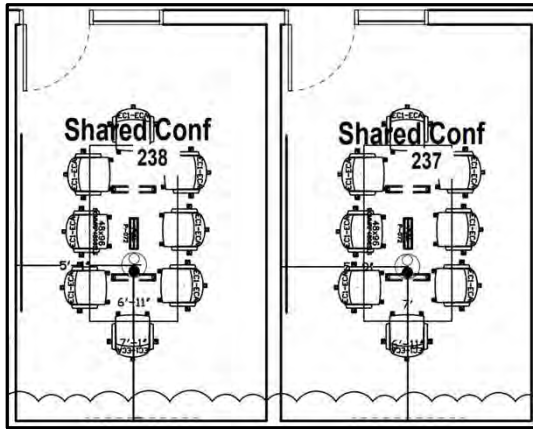
Allowing educators and stakeholders to collaborate seamlessly, regardless of location, as we assess and analyze student progress and program effectiveness. With tools and resources at your fingertips, you can engage in meaningful discussions, share data, and develop actionable strategies to drive improvement.



SHARED CONFERENCE ROOM 237 & 238

WHERE IDEAS COME TO LIFE & COLLABORATION TAKES FLIGHT!

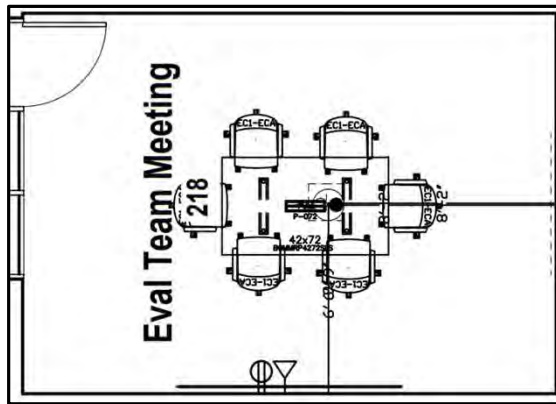
A dynamic space designed for collaboration and innovation in education. Here, educators and leaders come together to share insights, brainstorm solutions, and shape the future of learning. Let's turn great ideas into actions!



Eval Team Meeting 218

COLLABORATION STATION: Where **INSIGHTS** Drive Improvement

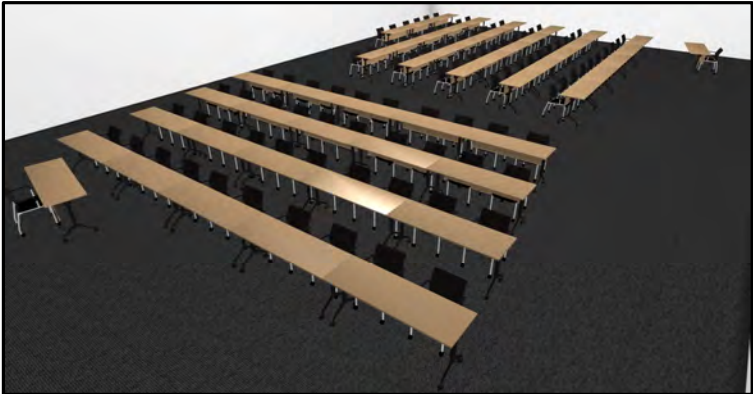
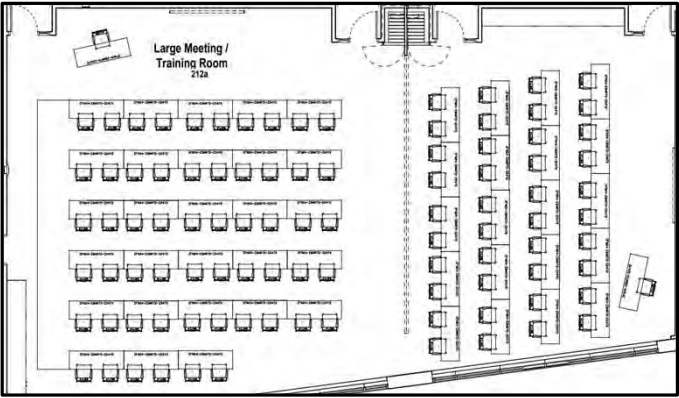
A dedicated meeting space is designed for the evaluation team to come together, share ideas, and analyze data with the goal of enhancing student outcomes. Here, open dialogue and creative thinking flourish as we assess our practices and celebrate successes.



Large Training / Training ROOM 212a

Learning Lab - Where KNOWLEDGE MEETS GROWTH

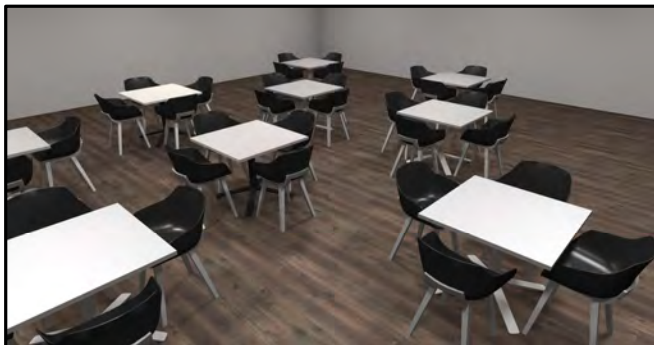
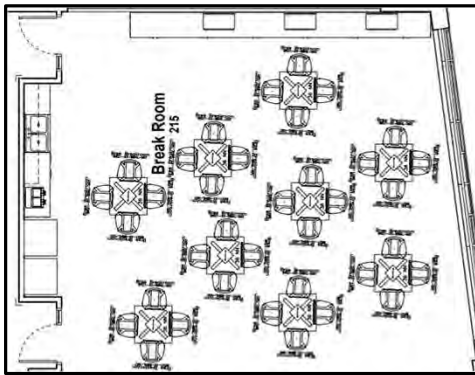
Training rooms are designed to provide educators and staff with the tools and resources they need to enhance their skills and elevate their teaching practices. Committed to cultivating a culture of continuous learning that ultimately benefits the students and enriches the educational community.



BREAKROOM 215

TAKE A BREATHER, SHARE A SMILE - WELCOME TO THE BREAKROOM WHERE GREAT MINDS RECHARGE

A warm and inviting space designed for educators to unwind & connect. Here, you can enjoy a cup of coffee, share ideas, and take a well-deserved break. It's a place to recharge, fostering collaboration & camaraderie among our dedicated team!



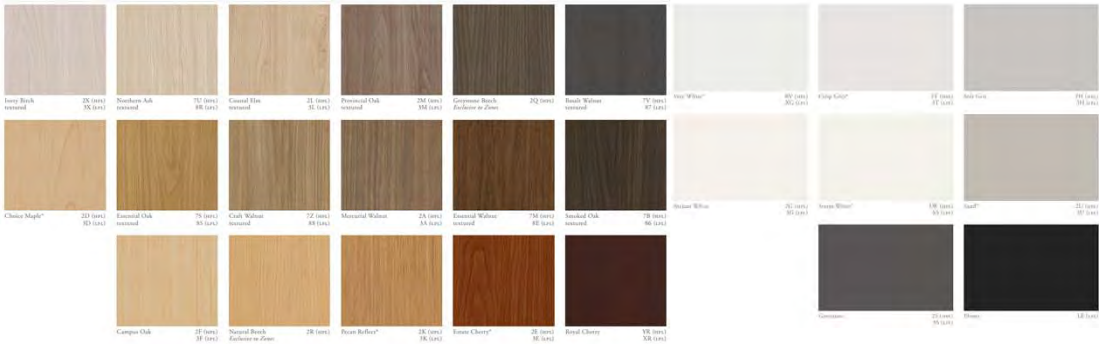
The chairs depicted in the rendering are not accurate; the proposed chairs will align with those shown on the right.



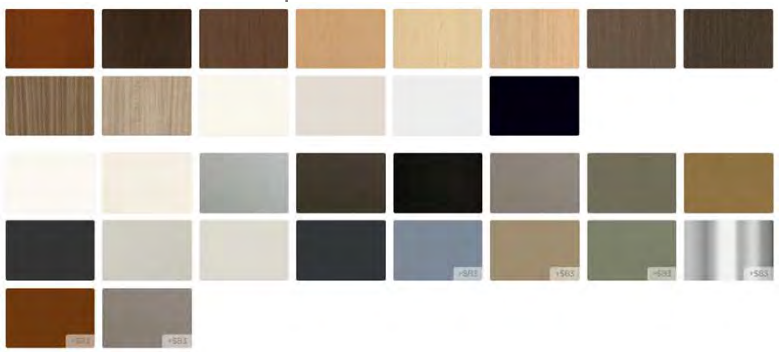
FINISH OPTIONS:

Fabrics are not displayed here due to the extensive variety available

Teknion Laminate Finishes:



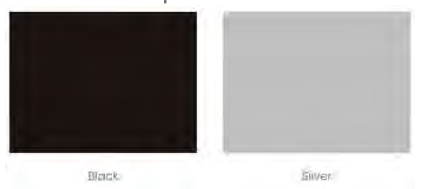
Side Table Finishes Top / Base:



Teknion Metal Finishes:



Electric & Flip Base Finishes:



OPTIONAL CHAIR UPGRADE

A TRULY GREAT SIT!

Minds, meet comfort. Comfort, meet results. When a subtle tool like your chair has got your back, there's really no telling what you might accomplish. Padded upholstered backrests. Supportive, articulating headrests. Crisp, aluminum bodied loop arms. It's all about the small victories along the way when you're dealing with the battlefield of the minds.



Overall Width: 27"
Overall Height: 38.25-47.5"
Overall Depth: 27"
Back: 20"w x 24"h
Seat: 19"w x 17.5-20.6"d (standard) / 18"w x 16.5-19.6" "petite" / 20.75"w x 18-21.1" (full)
Seat Height: 17-22:
Travel Range (ht.): 4.25"(back) / 5" (seat)
Warranty: Limited Lifetime

Mechanism Options*	Popular Arm Options	Stool Options	Finishes / Packages	Other Options	Polyback & Truly, Nameplate Colors
Executive Synchro Model TY628 - 5 Stages of Tilt Lock - Side Tilt Tension Knob - Seat Depth - Independent Back Angle	AR-11 (Fixed Height)	Fixed Foot Ring (Grande Spider Package, Standard on: TY673)	Polished Aluminum Yoke	Deluxe 3D Headrest	Lemongrass
Management Synchro Model TY618 - 3 Stages of Tilt Lock - Tilt Tension Knob - Seat Depth	AR-81 (Fixed Height, Adjustable Width)	Adjustable Foot Ring (Turnlock Package, Standard on: TY675)	5" Chrome Cylinder	Petite Truly Seat (18" width) Standard Truly Seat (19" width) Full Truly Seat (20.75" width)	Bay Marine
Simple Synchro Model TY608 - 1 Stage of Tilt Lock (at the upright position) - Tilt Tension Knob - Seat Depth	AR-485 (2D Adjustable)		20" Polished Aluminum Base	Truly Backrest Upholstery (Check Price List for Details & Limitations)	Warm Slate
Full Multi-Function Model TY688 - Independent Back & Seat Angle - Forward Tilt - Tilt Tension Knob - Seat Depth	JR-69 (4D Adjustable)		Black Powdercoated Aluminum Yoke	Petite Black Base Package (4" Black Cylinder, 20.5" P178 Base)	Paladium Grey
Simple Multi-Function Models TY676, TY673, TY675 - Independent Back & Seat Angle - Seat Depth	KR-200 (2D Adjustable)		5" Black Powdercoated Cylinder	Petite Silver Base Package (4" Black Cylinder, 27" MX84 Base)	Modern Black
Body Activated Motion Model TY668 - 3 Stages of Tilt Lock - Self-weighting Tilt Tension (no knob) - Seat Depth	KR-445 (4D Adjustable)		20" Black Base		Arctic White

Thank You!

For over 20 years, OneSource Office Interiors has partnered with some of the Pacific Northwest's most innovative and agile companies, including InFocus, Columbia Bank, PeaceHealth, Washington County as well as Northwest Regional Education. We continuously evolve by researching workplace and technology trends as well as best practices, to help our clients remain adaptable and agile in achieving greater outcomes and enhance their brand and culture.

At OneSource, we recognize that today's work environments must be fluid and dynamic. By providing the latest in architecture, furniture, and technology we thoughtfully integrate these elements to create spaces tailored to how you do business. With a keen focus on the physical workspace, we examine how it impacts productivity, creativity, and team collaboration, offering solutions that consider both individual and team needs.

25 Years in the Pacific Northwest

At OneSource Office Interiors, we:

- Prioritize our customers and truly value their business
- Strive for excellence in everything we do
- Embrace innovation by taking intelligent risks
- Foster an open, honest, and constructive workplace
- Encourage a fun and engaging work environment
- Focus on achieving sustainable long-term growth and profitability
- Approach challenges with an underdog mentality, staying humble and grounded



OneSource Office Interiors, Inc.
 2950 NW Yeon Avenue
 Portland, Oregon 97210
 P: 503-227-3148
 F: 503-227-3149

QUOTATION

Quotatio... 69474
 DATE: 10/9/24
 Sales Rep BF

BILL TO

NW Regional Education Services
 Accounts Payable
 5825 NW Ray Circle
 Hillsboro, OR 97124
 ap_invoice@nwresd.k12.or.us

SHIP TO

NW Regional Education Services
 Todd Hendrickson
 5825 NE Ray Circle
 Hillsboro, OR 97124
 503.614.1473 / 541.605.9098

ITEM	DESCRIPTION	QTY	PRICE	TOTAL
	1st and 2nd Floor Aloclek Building			
Furniture	One lot of furniture for 1st and 2nd floor of Aloclek building per the attached drawings and specifications. Finishes: TBD	1	540,772.81	540,772.81
Delivery	Service to deliver and install above furniture to 1st and 2nd floor. Labor to take place during regular business hours Monday - Friday 8:30am - 4:30pm. If outside regular business hours is needed, OneSource to requote labor.	1	68,500.00	68,500.00

Approval Signature _____

Date _____

Total \$609,272.81

Approved quotes are subject to the following terms: Orders exceeding \$5000 may require a 50% deposit and/or purchase order. In the event that a quote is accepted by the buyer and becomes a contract it is understood that it cannot be canceled except by mutual consent. In the event of an agreed cancellation prior to order shipping and cancellation is allowed by the manufacturer, a restocking fee of no less than 25% will be imposed. All products ordered as 'quick ship' or express are not cancelable. Pricing is good for 30 days from the date of quotation. The buyer agrees to pay all invoices for product and services within (30) days of invoice date. If late, buyer agrees to pay account balance plus interest. In the event an account is not paid in full and is referred to a collection agency or an attorney for collection, the buyer agrees to pay in addition to the account balance (principle and interest), all costs of collection including attorney fees.



NW Regional ESD

Furniture Solutions

Budgetary Overview -

Product Overview	Contract	Costs (\$)
NW Educational Service District – Furniture Project		
MillerKnoll (Systems/Workstations/Training & Conference Rooms)	OMNIA	471,600.70
OFS (Reception Areas)	OMNIA	46,062.66
Sit On It (Task and Lounge Seating)	OMNIA	60,123.84
Norva Nivel (Children's Furniture)	TIPS	5,290.04
HAT Collective (Workstation Accessories)	TIPS	59,003.16
Total expenses		642,080.40

Labor and Services	Hours	Costs (\$)
NW Educational Service District – Furniture Project		
Design Hours	65	4,875
Project Management Hours	78	5,850
Installation Costs @ Prevailing Wage Rates	N/A	166,656.90
Total expenses		177,381.90

**Project Total =
\$826,236.03**

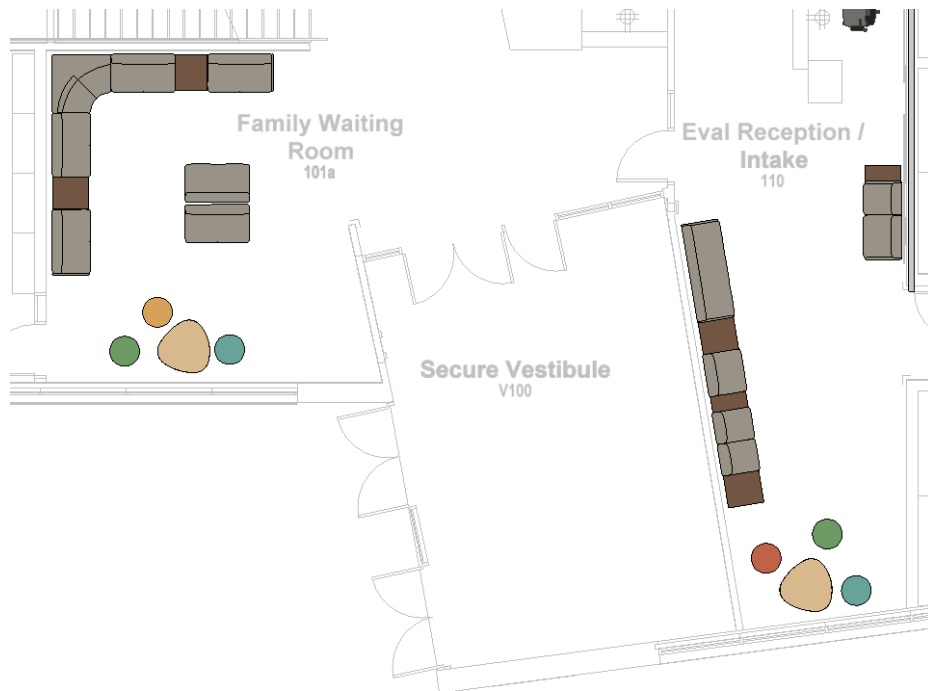
Overall Floorplan – First Floor



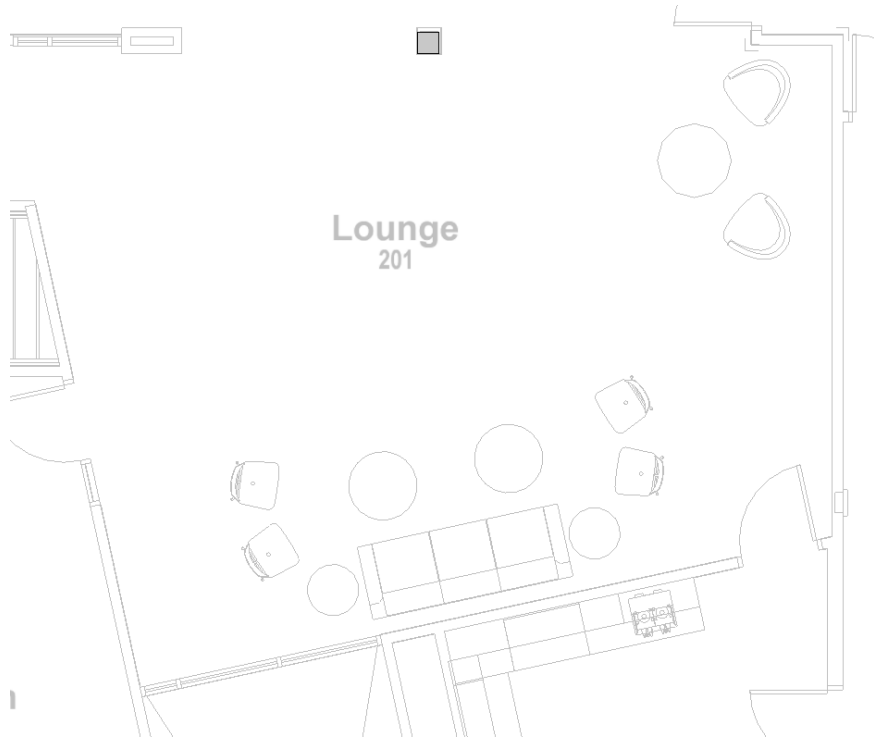
Overall Floorplan – Second Floor



Family Waiting & Intake



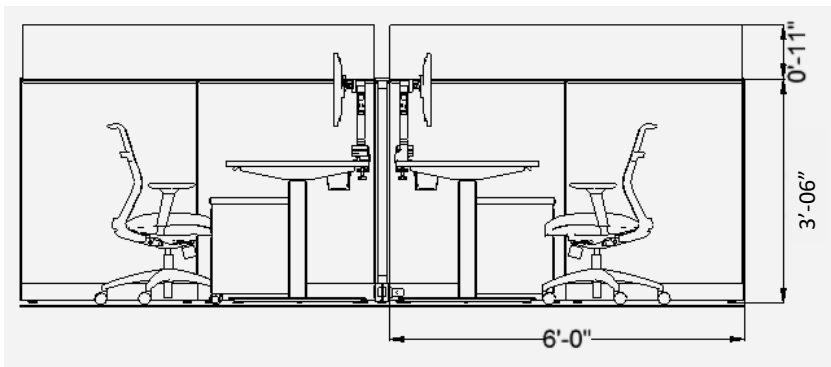
Lounge Area



Workstations – Open Office

Herman Miller / Canvas Workstations

Herman Miller's Canvas panels are flexible, customizable, and adaptable, with the end user function at its core. Canvas offers a broad range of options and materiality to meet needs of your team while celebrating your company culture. Panels can be updated as styles and needs evolve, with painted metal, wood veneer, laminate and fabric options available for the system in endless combinations.



Workstations – Open Office

Workstation Components



Herman Miller - 60" x 30"
Nevi Sit Stand Desk
\$706.49



Sit On It – Hexy Midback
Task Chair
\$278.04



Herman Miller – Tu Metal Storage
Mobile Box/File Ped
\$251.86



HAT – Pocket Cable Manager
\$101.38



HAT – E2 Dual Dynamic
Monitor Arm
\$221.26



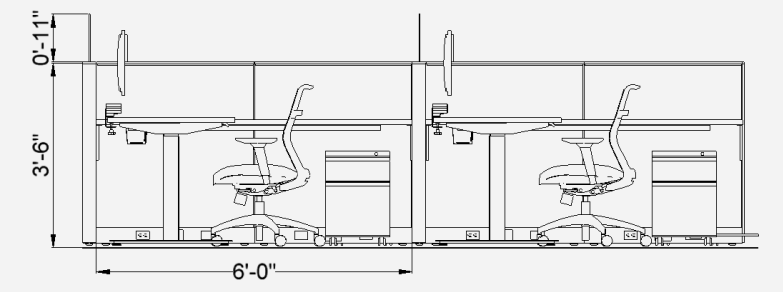
HAT - Reya Power Module
\$120.25



Open Office	Cost Per Seat
Workstation Components	\$ 1,679.28
Panels - Powered	\$ 1,717.45

Admin Workstations

Herman Miller / Canvas Workstations



Admin Workstations

Workstation Components



Herman Miller - 48" x 30"
Nevi Sit Stand Desk
\$666.19



Sit On It - Hexy Midback
Task Chair
\$278.04



Herman Miller - Tu Metal Storage
Mobile Box/File Ped
\$251.86



HAT - Pocket Cable Manager
\$101.38



HAT - E2 Single
Dynamic Monitor Arm
\$119.14



HAT - Reya Power Module
\$120.25



Open Office	Cost Per Seat
Workstation Components	\$ 1,536.86
Panels - Powered	\$ 1,717.45

Private Offices

Herman Miller / Canvas Private Office

Canvas products continue seamlessly into the Private Offices. Wood grain laminate options elevate these spaces without compromising functionality. Components are just as versatile within this product line, allowing for current use and future growth needs to be met.



Workstations – Private Office

Office Components



Herman Miller - 72" x 30" Nevi Sit

Stand Desk

\$736.87

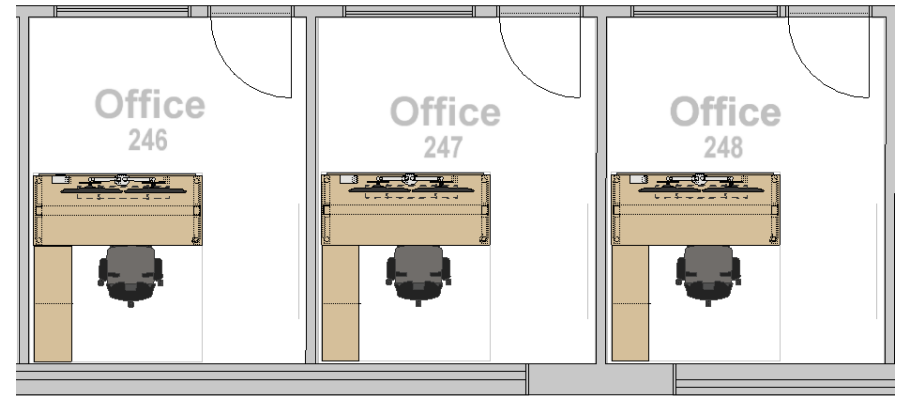
Modesty Panel

\$190.96

Sit On It – Hexy Midback

Task Chair

\$278.04



Herman Miller – Tu Wood Storage

Credenza, 48" x 16"

\$634.09



HAT – Pocket Cable Manager

\$101.38



HAT – E2 Dual Dynamic

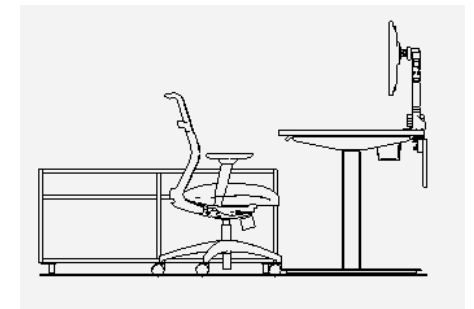
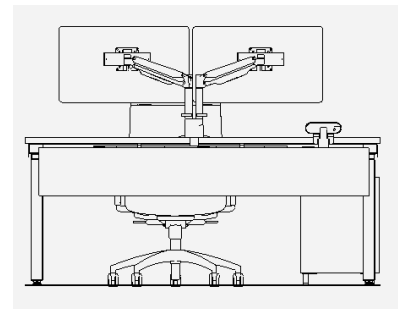
Monitor Arm

\$221.26



HAT - Reya Power Module

\$120.25



Private Office	Cost Per Seat
Workstation Components	\$ 2,282.85

Specialty Spaces

Phone Rooms, Virtual Evaluation Rooms



Herman Miller - 60" x 30"
Nevi Sit Stand Desk
\$706.49



Sit On It - Hexy Midback
Task Chair
\$278.04



Herman Miller - Tu Metal Storage
Mobile Box/File Ped
\$251.86



HAT - Pocket Cable Manager
\$101.38



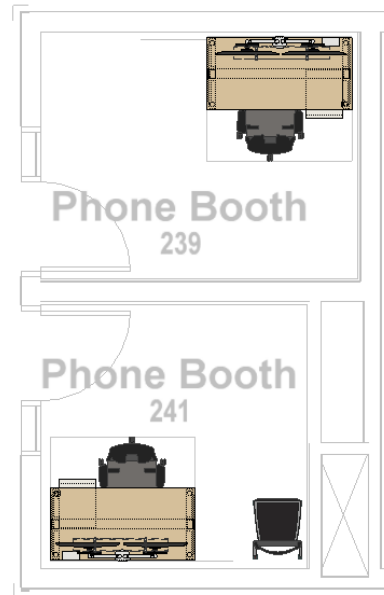
HAT - E2 Dual Dynamic
Monitor Arm
\$221.26



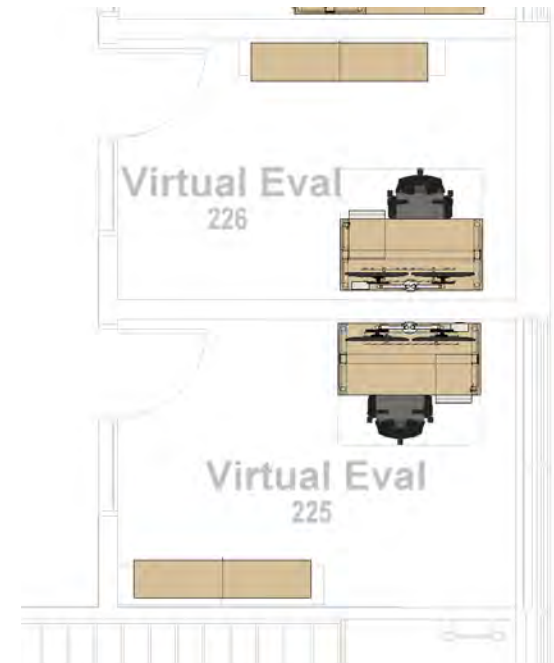
HAT - Reya Power Module
\$120.25



Herman Miller - Tu Wood Storage
Credenza, 72" x 16"
\$634.09



Sit On It - Wit 4-Leg
Side Chair, Upholstered Seat
\$181.02 without Casters



Specialty Spaces	Cost Per Seat
Workstation Cost	\$ 1,679.28

Specialty Spaces

Parent Coaching Rooms



Herman Miller - 72" x 30"
Everywhere Table, T-Leg
\$658.75



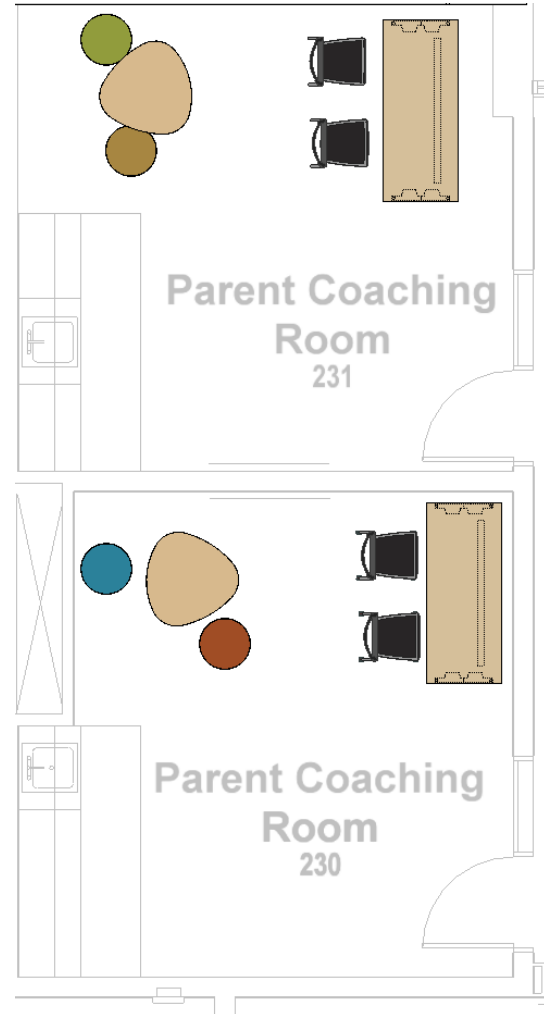
Sit On It - Wit 4-Leg
Side Chair, Upholstered
Seat
\$214.62 with Casters
\$181.02 without Casters



Norva Nivel
Irregular Triple Table, 16"-22"H
\$690.00



OFS - Boost
Small Round Ottoman
\$423.36



Specialty Spaces

Training & Break Rooms



Herman Miller - 72" x 24"
Everywhere Flip Top Table
\$760.43



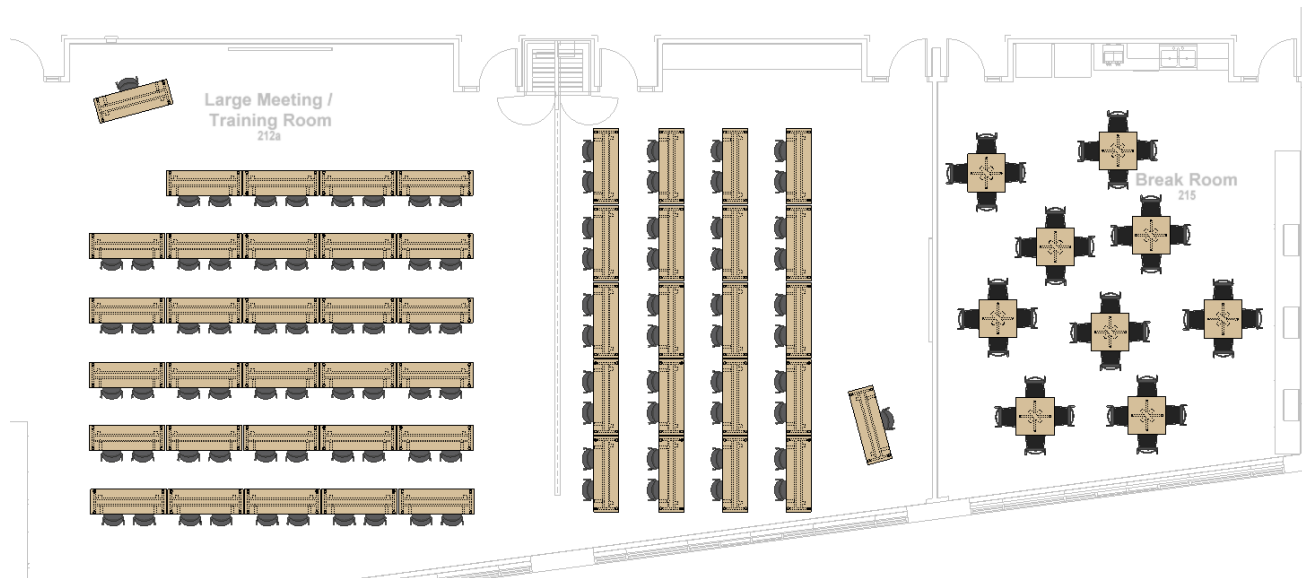
Herman Miller - 36" x 36"
Everywhere Table, Square
\$467.79



Herman Miller - Caper
Flex Net Chair, Armless, Casters
\$264.15



Sit On It - Wit 4-Leg
Side Chair, Plastic Seat
\$181.02 without Casters



Specialty Spaces

Conference Rooms



Knoll – Ollo Plastic Back Chair
With Arms, Upholstered Seat
\$1,179



Task Chair Options



▶ **Sit On IT / Hexy**

Midback Task Chair, Mesh Back, Swivel Tilt, Adjustable Seat Depth, Height Adjustable Arms

**Priced in budget*



▶ Alternate: **Herman Miller / Verus**
Mesh Back, Adjustable Seat Depth and Tilt Limiter, Adjustable Arms



▶ Alternate: **Herman Miller / Sayl**
Polymer Webbed Back, Adjustable Seat Depth and Tilt Limiter, Adjustable Arms

Meeting Chair Options



▶ **Knoll / Ollo Plastic Back Chair**
Adjustable Seat Height with Fixed Arms,
Upholstered Seat

**Priced in budget*



▶ Alternate: **Herman Miller / Setu Chair**
Adjustable Seat Height, Fixed Arms,
Mesh Seat and Back.



▶ Alternate: **Herman Miller / Cosm Chair**
Adjustable Seat Height and Fixed or
Adjustable Arms, Mesh Seat and Back

Training Room Chair Options



▶ **Herman Miller / Caper Chair**
Flexnet Seat, Stackable, With Arms
Available with or without casters



▶ Alternate: **Sit on it / Wit Side Chair**
Mesh Back, Upholstered Seat
Fixed or No Arms, With or Without Casters



▶ Alternate: **Herman Miller / Verus Side Chair**
Mesh Back, Upholstered Seat
Fixed or No Arms, With or Without Casters

**Priced in budget*

Ancillary / Reception and Waiting Area



RECEPTION / WAITING ROOM FURNITURE

OFS Coact Lite / Modular Lounge and Tables

OFS / Boost Ottomans

Nora Neville Children's Tables



Lounge Spaces



LOUNGE FURNITURE

OFS Coact Lite / Modular Lounge and Tables

Sit on It / Gobi Lounge Chair

OFS Hexy Modular Lounge

OFS Roo and Kosa Side Tables



Ancillary / Wellness Room



Wellness Room
Herman Miller / Plex Chair
Available Fixed or Swive
OFS Roo Side Table

Additional Inspirational Imagery



Additional Inspirational Imagery



Additional Inspirational Imagery



Additional Inspirational Imagery



Additional Inspirational Imagery





PacificWRO

Thank you!



Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Valerie White, Board Secretary

RE: Oregon School Board Association Elections

EXPLANATION:

The Oregon School Boards Association is organized as one general state association with up to 23 regionally elected representatives established across 14 geographic regions to support member participation and representation. All election information is available at the OSBA Election Center. For your reference, OSBA has posted this list of the currently open positions with the incumbents, as well as the 2024 elections calendar.

The following positions & resolutions are presented for board action:

- Board Position 15 (Washington Region): Kristy Kottkey
- Board Position 20 (Washington Region): Nancy Thomas

After board action, the attached ballot will be submitted to OSBA by the board secretary.

PRESENTER(S):

SUPPLEMENTARY MATERIALS:

RECOMMENDATION:

PROPOSED MOTION:

Superintendent Dan Goldman

[2024 OSBA Nomination Forms & Candidate Questionnaires, Elections Calendar](#)

To approve 2024 OSBA Board Members for Positions 15 & 20 as presented.

I move to approve 2024 OSBA Board Members for Positions 15 & 20 as presented.

OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: Kristy Kottkey

Date: 8/23/2024

Address: 2728 Harvest Ct.

City/Zip: Forest Grove, OR 97116

Business phone: _____

Residence phone: 503-810-4877

Cell phone: 503-810-4877

E-mail: kkottkey@osba.org

District/ESD/CC: 15 Washington County

Term expires: 2027 Years on board: 1.5

Region: Washington

Position #: 15

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

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

Kristy Kottkey

08/23/2024

Name

Date

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

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

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

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

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

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

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

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

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

OSBA Board of Directors

CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

OSBA board of directors 2023-24

Other education board positions held/dates:

FGSD School Board 2023-24

Occupation (Include at least the past five years):

Employers:

Semi-retired teacher

Dates:

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

High school: Mt. Vernon High School

College: Diploma

Degrees earned:

Education honors and/or awards:

Other applicable training or education:

MAT Education from Pacific University

Activities, other state and local community services:

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

Hobbies/special interests:

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

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

Additional comments:

Meeting Minutes of September 10, 2024

CALL TO ORDER

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

Board of Directors

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

Staff

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

PRELIMINARIES

Introductions

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

Approval of the Agenda

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

Superintendent Comments | Calendar Notes

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

Forest Grove Education Association

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

Unscheduled Public Appearance

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

CONSENT

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

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

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

Item 2: Personnel

Item 3: Accounts Payable ending August 31, 2024

PRESENTATIONS

Oath of Office for Student Representative

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

Student Representative Garcia Andrade introduced herself and her leadership team.

Superintendent Evaluation Process

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

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

ACTION

2025-2026 Budget Development Calendar

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

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

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

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

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

Oregon School Boards Association Board of Directors Nomination

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

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

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

FUTURE ACTION ITEMS

Future Board Items | Board Discussion

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

ADJOURNMENT

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

Bethany Magnuson, Executive Assistant

Kristy Kottkey, Board Chair

Date: _____

NOMINATION FORM OSBA BOARD OF DIRECTORS REGIONAL MEMBER

Date: 09/24/2024

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

**Nominations are due by 5 pm,
September 27, 2024**

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

Dear Chris Cronin:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the Northwest Region, Position # 15.

BOARD CANDIDATE INFORMATION

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

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


(Board Chair signature)

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

OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: Nancy E Thomas

Date: 23 Sept 2024

Address: 3766 SE Mckenzie Ave

City/Zip: Hillsboro, OR 97123

Business phone: 971 813.3189

Residence phone: 503.270.7596

Cell phone: 503.270.7596

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

District/ESD/CC: Hillsboro School District

Term expires: 2025 Years on board: 4

Region: Washington County



Position #: 20

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

Nancy E Thomas
Name

September 23, 2024
Date

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

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

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

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

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

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

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

OSBA Board of Directors

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

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

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

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

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

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

Please continue to the next section.

OSBA Board of Directors

CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

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

Other education board positions held/dates:

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

Occupation (Include at least the past five years):

Employers:

Oregon Department of Human Services

Dates:

2017 - 2020 Sr Internal Auditor

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

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

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

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

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

Education honors and/or awards:

Other applicable training or education:

Activities, other state and local community services:

Hobbies/special interests:

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

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

Additional comments:

Looking forward to continuing service to this noble organization.

NANCY E THOMAS, J.D.

nan.thomasinPDX@gmail.com * 503.270.7596

EDUCATION

Bachelor of Arts, Drake University

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

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

Lean Six Sigma, Green Belt, GE Aviation

STATE OF OREGON WORK HISTORY

OREGON DEPARTMENT OF HUMAN SERVICES (ODHS)

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

PRIOR WORK HISTORY

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

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

11/2008—11/2015 GE AVIATION LEGAL DEPARTMENT

COMMERCIAL ENGINE OPERATIONS LEGAL DEPARTMENT,

LEGAL SALES CONTRACT ANALYST (2012-2015)

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

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

UNISON DIVISION, LEGAL FOCAL (2010 - 2012)

GE AVIATION CONTRACT MANAGER, (2008 - 2010)

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

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

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

POST UNDERGRAD & GRADUATE WORK HISTORY

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

PROFESSIONAL LEADERSHIP & PUBLIC SPEAKING

OREGON DEPARTMENT OF HUMAN SERVICES

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

GE AVIATION -

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

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

NON-PROFIT ADVOCACY -

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

PURPOSE DRIVEN ADVOCACY

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

PUBLICATIONS -

MAGAZINE—

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

BOOKS—

Thriving In Denial: The MS Manifesto

A Shot In the Ass!

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

NOMINATION FORM

OSBA BOARD OF DIRECTORS

REGIONAL MEMBER

Date: _____

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

**Nominations are due by 5 pm,
September 27, 2024**

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

Dear Chris Cronin:

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

BOARD CANDIDATE INFORMATION

Name: _____

District/ESD/Community College: _____

Address: _____

City: _____ Oregon ZIP: _____

E-mail: _____ Phone: _____

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

(date)

(Board Chair signature)

Board Chair name: _____

District: _____

Address: _____

City, State, Zip: _____

**Proposed 2024 OSBA Elections Calendar
Adopted by the Board: January 19, 2024**

Nomination and election of regional members of the OSBA board of directors holding odd-numbered positions		
August 19, 2024		Notice of position vacancies, candidate information packets, and official nomination forms shall be distributed to all incumbent directors and boards in eligible regions.
August 19, 2024, through September 27, 2024		A school board nominating one or more of its regional board members to the OSBA board of directors must do so by formal resolution of the board and timely submission of the nomination forms to the office of the OSBA. Nominations are closed after this date.
No later than October 15, 2024		Official ballots are distributed to member boards in each region 30 days prior to the date of the election, but no later than October 15.
No earlier than November 1, 2024		Member boards are asked to vote on the candidate(s) of their choice for their region no earlier than November 1, 2024, following the conclusion of all OSBA Fall Regional Meetings.
November 15, 2024, through December 15, 2024		Submission of votes to OSBA. Each member board in the appropriate region shall have one vote in the regional elections for members of the OSBA board of directors. The person receiving a majority of the votes cast for any position on the OSBA board of directors shall be elected.
As soon as possible		In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes cast shall be declared elected.
January 1, 2024		Newly elected officers and regional members of the OSBA board of directors officially take office.

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

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



Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Valerie White, Board Secretary

RE: 2024 Oregon School Board Association Resolution 1

EXPLANATION:

The following resolution will be voted on via electronic voting November 15 - December 15, 2024 and are presented for board action:

- Resolution 1: Amend OSBA Dues Schedule

ESD Membership Dues 09 (above 50000)							
Year	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Dues	\$4,667.50	\$5,367.63	\$6,172.77	\$7,098.68	\$8,163.49	\$9,388.01	\$9,763.53
% Increase		15.00%	15.00%	15.00%	15.00%	15.00%	4.00%

After board action, a completed ballot will be submitted to OSBA by the board secretary.

PRESENTER(S): Superintendent Dan Goldman

SUPPLEMENTARY MATERIALS: [OSBA Resolution 1](#)

RECOMMENDATION: N/A

PROPOSED MOTION: "I move to approve/ deny 2024 OSBA resolution 1 as presented."



Resolution to Amend the OSBA Dues Schedule

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

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

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

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

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

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

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

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

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

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

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

Submitted by: OSBA Board of Directors

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

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

**Reflects an estimated CPI increase of 4%

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

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



Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Valerie White, Board Secretary

RE: 2024 Oregon School Board Association Resolution 2

EXPLANATION:

The following resolution will be voted on via electronic voting November 15 - December 15, 2024 and is presented for board action:

- Resolution 2: Amend Bylaws PRIDE Caucus

After board action, a completed ballot will be submitted to OSBA by the board secretary.

PRESENTER(S): Superintendent Dan Goldman

SUPPLEMENTARY MATERIALS: [OSBA Resolution 2](#)

RECOMMENDATION: N/A

PROPOSED MOTION: "I move to approve/ deny 2024 OSBA resolution 2 as presented."



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

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

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

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

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

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon School Board Members PRIDE Caucus (OSBM PRIDE) and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the proposed bylaws amendment designating an Oregon School Board Members PRIDE Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2024 OSBA election; and

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

Submitted by: OSBA Board of Directors

BYLAWS

OREGON SCHOOL BOARD MEMBERS PRIDE CAUCUS
OF THE OREGON SCHOOL BOARDS ASSOCIATION

DRAFT

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ARTICLE 1. 3

CHARTER. 3

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ARTICLE 1

CHARTER

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

OSBA is aware and acknowledges that diversity is a core value of OSBA. OSBA desires to identify areas of concern and causation, convene a caucus of stakeholders, and create a plan to better promote and support the success of students, school staff and school board members who identify as part of the LGBTQIA2S+ communities.

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

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

ARTICLE 2

NAME, MISSION AND GOALS

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

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

2.3 Goals.

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

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

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

2.3.4 Serving as a resource.

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

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

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

ARTICLE 3

MEMBERSHIP

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

3.2 Members. The Caucus members may include any elected or appointed member of any public board of education in Oregon who are active members in good standing with the Oregon School Boards Association and identify as a member of the LGBTQIA2S+ communities. Caucus members may participate in all discussions, vote, and serve as an officer of the Caucus. Members must attend the meeting in person, via telephone, or via virtual meeting platform (e.g., Zoom) to vote. Voting by proxy shall not be permitted.

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

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

ARTICLE 4

BUDGET

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

ARTICLE 5

MEETINGS

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

5.2 Regular and Special Meetings.

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

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

5.2.3 Place of Meetings. Regular and special meetings of the Caucus shall be held at any location within Oregon, by virtual meeting platform, or a combination of the two, as designated by the President or the Executive Committee.

5.3 Notice.

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

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

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

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

5.6 Records. The President shall see that all correspondence, minutes, agendas, and Charter be sent to and kept on file with OSBA.

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

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

ARTICLE 6

CAUCUS LEADERSHIP COUNCIL

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

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

6.3 Nomination and Election

6.3.1 Nomination. Leadership Council members may be nominated by either the nominating committee or a caucus member at the annual meeting.

6.3.2 Election. The members shall elect the Leadership Council by majority vote at the annual meeting in even numbered years.

6.4 Designations

6.4.1 President. The President shall preside at all meetings of the Caucus and the Executive Committee. The President shall appoint all standing and special committees and shall be an ex-officio member of all committees, except the nominating committee, with voting power. The President shall sign all official reports of the Caucus. Two persons may share the position of President, or one person may serve as President and another as Vice President.

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

6.4.3 Immediate Past President. The Immediate Past President shall advise and counsel with other officers. The Immediate Past President chairs the officer succession planning process. The past president serves for two calendar years.

6.4.4 Secretary. The Secretary shall keep the minutes and records, maintain a roster of the current membership, and shall see that all notices are duly given in accordance with the provisions of law and this Charter, and such other duties as from time to time may be assigned by the Executive Committee.

6.4.5 Treasurer. The Treasurer shall have the responsibility for receiving and disbursing all funds related to the Caucus in coordination with the OSBA liaison. The Treasurer shall report regularly to the Executive Committee, shall prepare a written yearly financial

report to be distributed to the members at each annual meeting, and shall perform other duties assigned by the Executive Committee.

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

Future positions:

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

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

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

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

ARTICLE 7

EXECUTIVE COMMITTEE

7.1 Composition. There shall be an Executive Committee made up of the President(s), Vice President, Immediate Past President, Secretary, and Treasurer.

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

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

(e) The Executive Committee shall act as the Nominating Committee and nominate a candidate for each office of the Caucus. A nominating committee report will be included in the notice of the annual meeting of the membership.

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

7.4 Administration. The Executive Committee may use the guidance of Robert's Rules of Order for all procedures. The Executive Committee shall keep regular minutes of its proceedings and all actions by the Executive Committee shall be reported promptly to the membership. Such actions shall be subject to review by the membership, provided that no rights of third parties shall be affected by such review.

ARTICLE 8

COMMITTEES

The President or Executive Committee may establish committees of two or more members to serve at the discretion of the President or the Executive Committee. These committees may consist of such persons and perform such duties as the President designates from time to time. The committees may not act on behalf of the Caucus but may make recommendations to the Caucus for approval. The Chair of any such committee shall be a member of the Executive Committee.

ARTICLE 9

SEAT ON THE OSBA'S BOARD OF DIRECTORS

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

ARTICLE 10

GENERAL PROVISIONS

10.1 Amendment of Bylaws

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

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

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

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

10.2.1 The Caucus shall appoint one caucus member to serve as liaison to the OSBA Legislative Policy committee and to be a member of the LPC. The appointee must be an elected or appointed member of any public board of education in Oregon who is an active member in good standing with the Association.

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



Northwest Regional Education Service District

November 13, 2024

TO: Board of Directors

FR: Valerie White, Board Secretary

RE: 2024 Oregon School Board Association Resolution 3

EXPLANATION:

The following resolution will be voted on via electronic voting November 15 - December 15, 2024 and is presented for board action:

- Resolution 3: Amend 2023 Bylaws

After board action, a completed ballot will be submitted to OSBA by the board secretary.

PRESENTER(S): Superintendent Dan Goldman

SUPPLEMENTARY MATERIALS: [OSBA Resolution 3](#)

RECOMMENDATION: N/A

PROPOSED MOTION: "I move to approve/ deny 2024 OSBA resolution 3 as presented."



Resolution to Amend the OSBA 2023 Bylaws

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

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

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

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

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

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

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

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

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

Submitted by: OSBA Board of Directors



BYLAWS

As Amended by the Membership: December 2023

Proposed Edits: September 14, 2024

SECTION 1 PURPOSE

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

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

SECTION 2 MEMBERS

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

- 2.1.1 ~~Local~~ School District as defined under ORS Chapter 332;
- 2.1.2 Education Service District as defined under ORS Chapter 334;
- 2.1.3 Community College District as defined under ORS Chapter 341;
- 2.1.4 State Board of Education as defined under ORS Chapter 326; and

2.1.5 Any other governmental educational organization qualifying as a political subdivision, as approved by resolution of the board of directors.

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

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

2.3.1 Election and removal of directors except as set forth in Section 3.8;

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

2.3.3 Approval of resolutions to effectuate any of the following:

(a) Adoption, amendment, or restatement of the articles of incorporation or bylaws;

(b) Modification to the region descriptions set forth in Section 2.6.1; and ~~the~~

(c) Dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association’s assets.

2.4 Voting Power.

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

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

(a) K-12 Local Districts with an ADMr between 15,600 and 23,400 shall have two votes.

(b) K-12 Local Districts with an ADMr between 23,400.1 and 31,200 shall have three votes.

(c) K-12 Local Districts with an ADMr between 31,200.1 and 39,000 shall have four votes.

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

2.5 Process of Approval of Member Resolutions.

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

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

2.6 Regional Election of Directors and LPC Members.

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

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

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

2.6.23 Regional elections shall be determined ~~taken~~ by a majority of votes cast by members within of the members within the region.

- 2.7 Modification of Regions.** A formal review of the regional organizations described in Section 2.6.1 shall be conducted by the board of directors at least every three years commencing with 2017. Any recommended changes to the regional organization shall be submitted to the members in the form of a resolution in accordance with the provisions of Section 2. ~~115.~~
- 2.8 Annual Meetings.** An annual meeting of members shall be held in November of each year unless a different date or time is fixed by the board of directors and stated in the notice of the meeting. Failure to hold an annual meeting on the stated date shall not affect the validity of any corporate action. At the annual meeting, the president and secretary-treasurer of the board of directors, and any other officer or person whom the president may designate, shall report on the state of the Association, ~~the its~~ activities, and its financial condition ~~of the Association.~~
- 2.9 Special Meetings.** A special meeting of members shall be held upon the call of the president or 25 percent of the board of directors. All members shall be officially notified of a special meeting by written notice, mailed via U.S. mail or electronic mail, to all members at least 15 days prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the members, the place and time of the meeting, and instructions describing the method by which members can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.
- 2.10 Telephonic/Video Meetings.** The board of directors may permit any member to participate in any annual or special meeting of the membership, or conduct the meetings through, the use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A member participating in the meeting by this means is deemed to be present ~~in person~~ at the meeting.
- 2.11 Place of Meetings.** Meetings of the members shall be held at any place, in ~~or out of~~ Oregon, designated by the board of directors. If a meeting place is not designated by the board of directors, the meeting shall be held at the Association's principal office.
- 2.12 Action by Written Ballot.** Any action required of the members will be taken by written ballot, and the Association will deliver a written ballot to every member entitled to vote on the matter. Once delivered, a written ballot may not be revoked.
- 2.13 Quorum.** A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the association.
- 2. ~~13.114~~ Approval:** With the exception of approving amendments to the Association's bylaws, which is as outlined in Section 7.1 ~~of these bylaws~~, and with the exception of regional elections outlined in 2.6.3, approval by written ballot is effective ~~when~~ at the end of the voting period when:
- (a) The number of votes cast by ballot equals or exceeds a quorum of the members; and
 - (b) The number of approvals equals or exceeds a majority of the number of returned ballots.

SECTION 3 DIRECTORS

- 3.1 Powers.** Except as provided under Section 2. ~~23,~~ all corporate powers shall be exercised by or under the authority of ~~and the affairs of, are managed under the direction of~~ the board of

directors. The board of directors shall adopt policies defining specific obligations of the board of directors.

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

3.3 Number. The board of directors shall consist of not fewer than three nor more than 25 persons. The number of directors may be fixed or changed periodically, within the minimum⁷ and maximum² by the members.

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

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

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

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

3.5 Composition. The board of directors will be comprised of up to ~~23~~²² regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, ~~and~~ one designated director as defined in the bylaws of the Oregon Rural School Boards Members Caucus, ~~and one designated director as defined in the bylaws of the -Oregon school board members PRIDE caucus and ex-officio nonvoting members advisors as delineated in Section 3.5.4.~~

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

(a) Clackamas Region shall elect two directors;

(b) Marion Region shall elect two directors;

(c) Washington Region shall elect three directors; and

(d) Multnomah Region shall elect three directors.

(e) ~~Provided, however, that i~~ If the president or immediate past president of the board of directors is a representative director from a region that elects only one director, that region shall elect an additional director or directors to serve for the duration of the president and/or the immediate past president's term.

3.5.2 Regional Election.

(a) The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. The board of directors shall distribute notice of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions.

(b) Each regional candidate for a director position shall be nominated by a member within the region by means of a nomination form. ~~The board of directors shall distribute notice of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions.~~ To nominate a director candidate, one or more of the members in the region must timely submit to the board of directors a formal resolution or motion of the member and the completed nomination form(s). Nominations in regions where there is more than one open director position shall indicate the numbered position for which the nomination is being submitted.

(c) Each member in a region shall have one vote in the regional elections for the board of directors. The director candidate receiving a majority of the votes ~~cast by the~~ members within the region shall be elected.

~~(a)~~(d) In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second regional ballot shall be required between the two candidates receiving the highest number of votes; the one receiving a majority of the votes is elected.

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

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

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

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

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

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

3.6 Vacancies. In the event that any director position, other than the president or immediate past president serving as a second director for a region as set out in Section 3.5.1(e), is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year.

If the board of directors cannot recruit a candidate from the region, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board.

All appointed interim directors must run for regional election during the next election cycle following appointment in order to be eligible to continue service on the board of directors past December 31 of the election year. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term.

If there is a vacancy in an OSBA caucus-designated director position, then the caucus shall, as set forth in Section 3.5.3, appoint a new caucus representative to serve the remaining term.

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

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

3.9 Regular Meetings. An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. The board of directors may schedule additional regular meetings to occur during a calendar year. ~~If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting.~~ All other meetings are special meetings.

3.10 Special Meetings. A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. All directors shall be officially notified of a special meeting by written notice delivered personally, by telephone, or electronic mail at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. No matter may be considered at a special meeting other than the matter(s) specified in the notice.

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

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

3.1013 Notice of Meetings. All ~~members~~ directors shall be officially notified of a special meeting by written notice delivered personally, by telephone or electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. Notice of meetings shall ~~also~~ comply with all procedures and include any information as required by ORS Chapter 192.

3.1114 Waiver of Notice. A director may at any time waive any notice required by these bylaws. A director's attendance at or participation in a meeting waives any required notice to the director of the meeting unless the director, at the beginning of the meeting or promptly upon the director's arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to any action taken at the meeting. Except as provided in the preceding sentence, any waiver must be in writing, must be signed by the director entitled to the notice, must specify the meeting for which the notice is waived, and must be filed with the minutes or the corporate records.

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

3.1316 Voting. If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.

3.1417 Presumption of Assent. A director who is present at a meeting of the board of directors when corporate action is taken is deemed to have assented to the action taken unless:

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

3.1518 Compensation. Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution or policy of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

3.1619 Director Conflict of Interest. The Association shall maintain a Conflict of Interest policy, the terms of which comply with ORS 65.361 and ORS Chapter 244. The board of directors shall annually review and notify ~~its members and the~~ directors of the current Conflict of Interest policy. ~~Each director shall annually complete and return a Conflict of Interest statement.~~

SECTION 4 COMMITTEES AND CAUCUSES

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

4.1.1 Executive Committee. The executive committee shall consist of the five officers of the board of directors: the president as chairman ~~and as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws~~, the president-elect, the vice president, the secretary-treasurer, and the immediate past president. The executive committee ~~may act, pursuant to its delegation delegated~~ of authority to ~~such committee by the board of directors, act~~ in place and instead of the board of directors between board meetings on all matters except those specifically reserved to the board under the terms of the bylaws. Actions of the executive committee shall be reported to the board ~~of directors by mail, email, on a timeframe consistent with the seriousness and urgency of the matter and within two weeks if practicable. Additionally, executive committee actions will be reported or~~ at the next regular board meeting.

4.1.2 Finance Committee. The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, the Association secretary/treasurer and vice president, one ~~Association board director trustee~~ from the PACE board, one district business official, and one at-large board member.

~~Finance committee members serve for a term of two (2) years unless they are appointed to replace a member who left the committee before finishing their two-year term, in which case the member will serve the remainder of the two-year term. The trustee from the PACE board is recommended by the PACE Board of trustees, appointed by the President, subject to approval by the Board, and will serve a two-year term, with no term limits. The district business official and the at-large board member will be recommended by OSBA staff, appointed by the President, subject to approval by the Board, will serve two-year terms, with no term limits, and staggered start dates starting in January.~~

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

4.1.3 Legislative Policy Committee. The board of directors shall maintain a Legislative Policy Committee ("LPC").

(a) Purpose. The LPC shall develop legislative policies which are recommended to and approved by the members as a resolution proposed by the board of directors and voted on by the membership in accordance with Section 2.4 and 2.5. The LPC also advises the executive director and staff during legislative sessions.

(b) Composition. The LPC shall be composed of the voting members of the board of directors, the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, ~~and the~~ regional representatives elected under the procedures defined in Section 4.1.3(c) and (d), ~~and~~ one designated voting member as defined in the bylaws of the Oregon School Board Members of Color Caucus, ~~and one designated~~

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

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

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

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

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

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

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

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

4.2 Other Board Committees. The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the action is taken. The provisions of these bylaws governing meetings, action without meetings,

notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors; provided, ~~however,~~ that no committee of the board of directors may:

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

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

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

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

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

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

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

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

4.4.5.1 The caucus is meeting regularly;

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

4.4.5.3 Identified officers and current bylaws;

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

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

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

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

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

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

SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

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

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

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

5.34 ~~Compensation and~~ **Term of Office.** Officer terms are one calendar year. No officer, except the secretary-treasurer, shall serve two consecutive terms in the same office, unless the director ~~completed~~completes ~~athe~~ term ~~for~~of another officer who was unable to complete ~~atheir~~ term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms.

5.5 Compensation

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

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

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

- 5.57.1 President: The president shall preside at all member meetings of the Association and of the board of directors; shall appoint ~~any committees~~ positions not otherwise designated in these bylaws or OSBA adopted policy, subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be an ex-officio voting member of all committees established under sections 4.1 and 4.2 of these bylaws. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one calendar year.
- 5.57.2 President-elect: In the absence of the president, the president-elect shall assume the powers and duties of the president, and when a vacancy occurs in the office of president, shall serve in that capacity for the remainder of the term. The president-elect shall automatically serve as president for the following term, even if required to fill an uncompleted term as president. In addition, the president-elect shall assume duties related to the oversight of Association member elections and resolutions processes and such other administrative duties as are assigned by the president. The president-elect serves for a term of one calendar year.
- 5.57.3 Vice president: In the absence of the president-elect, the vice president shall assume the powers and duties of the president-elect. The vice president shall also serve as the chair of the LPC. The vice president serves for one calendar year.
- 5.57.4 Secretary-treasurer: The secretary-treasurer shall be responsible for keeping ~~in a suitable minute book~~ accurate minutes of all board of director meetings in electronic format in accordance with OSBA's record retention schedule; shall carry on official correspondence of the Association; shall arrange for proper banking facilities; ~~and~~ shall receive, account for, and disburse funds in a businesslike manner as provided for by the board of directors; shall see that the minutes of the previous meetings are ~~read~~ approved by the board of directors; and shall give an itemized and detailed report of the financial condition of the Association at each annual meeting and at such other times as may be required by the board of directors. Such duties of the secretary-treasurer as may be specified by the board of directors may be delegated to the executive director or a designated member of the staff. The secretary-treasurer serves for a term of one calendar year.
- 5.57.5 Immediate past president: The immediate past president shall advise and counsel ~~with~~ other officers. The immediate past president chairs the officer succession planning process. The past president serves for one calendar year.
- ~~5.57.6 Assistants: The board of directors may appoint or authorize the appointment of an assistant to the secretary treasurer. Such assistant may exercise the powers of the secretary treasurer, as the case may be, and shall perform such duties as are prescribed by the board of directors.~~

SECTION 6 NONDISCRIMINATION

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

SECTION 7 OSBA PROPERTY AND CASUALTY FOR EDUCATION TRUST

PACE Trustees. The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE") as provided in ~~As per the PACE Restated Trust Agreement. ,the PACE trustees shall nominate trustee candidate(s) to the OSBA board of directors. If the list of candidates is not acceptable by the board of directors, the PACE trustees will continue to submit nominated candidate(s) for consideration until accepted by the board of directors.~~

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

SECTION ~~7~~8 GENERAL PROVISIONS

~~78~~8.1 Amendment of Bylaws.

~~78~~8.1.1 Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors.

~~78~~8.1.2 The board of directors shall provide written notice to the members containing a statement that the members will be asked to approve the amendment and a copy of the proposed amended bylaws.

~~78~~8.1.3 Action by Written Ballot: The Association will deliver a written ballot to every member entitled to vote on the matter. The ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action and specify a reasonable time by which a ballot must be received by the Association in order to be counted. Once delivered, a ballot may not be revoked.

~~78~~8.1.4 Approval: Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds two-thirds majority of the number of the returned ballots.

~~78~~8.1.5 Quorum: A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the Association.

~~78~~8.1.6 Whenever an amendment or new bylaw is adopted, it shall be ~~copied in the minute book~~saved in electronic format in accordance with OSBA's record retention schedule with the original bylaws in the appropriate place. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be stated in such book and place.

~~78~~8.2 **Inspection of Books and Records.** All books, records, and accounts of the Association shall be open to inspection by the directors in the manner and to the extent required by law.

- 78.3 Checks, Drafts, Etc.** All checks, drafts, and other orders for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the Association shall be signed or endorsed by such person or persons and in such manner as shall be determined by resolution of the board of directors.
- 78.4 Deposits.** All funds of the Association not otherwise employed shall be deposited to the credit of the Association in those banks, trust companies, or other depositories as the board of directors or officers of the Association designated by the board of directors select, or be invested as authorized by the board of directors.
- 78.5 Loans or Guarantees.** The Association shall not borrow money and no evidence of indebtedness shall be issued in its name unless authorized by the board of directors. This authority may be general or confined to specific instances. Except as explicitly permitted by ORS 65.364, the Association shall not make a loan, guarantee an obligation, or modify a pre-existing loan or guarantee to or for the benefit of a director or officer of the Association.
- 78.6 Execution of Documents.** The board of directors may, except as otherwise provided in these bylaws, authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Unless so authorized by the board of directors, no officer, agent, or employee shall have any power or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or for any amount.
- 78.7 Insurance.** The Association may purchase and maintain insurance on behalf of an individual against liability asserted against or incurred by the individual who is or was a director, officer, employee, or agent of the Association, or who, while a director, officer, employee, or agent of the Association, is or was serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise; provided, however, that the Association may not purchase or maintain such insurance to indemnify any director, officer, or agent of the Association in connection with any proceeding charging improper personal benefit to the director, officer, or agent in which the director, officer, or agent was adjudged liable on the basis that personal benefit was improperly received by the director, officer, or agent.
- 78.8 Fiscal Year.** The fiscal year of the Association shall begin on the first day of July and end on the last day of June in each year.
- 78.9 Severability.** A determination that any provision of these bylaws is for any reason inapplicable, invalid, illegal, or otherwise ineffective shall not affect or invalidate any other provision of these bylaws.

* * * * *

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 15, 2023. The original bylaws were duly adopted by the Board of Directors of OSBA on September 15, 2017, and approved by the membership on December 15, 2017.

**Proposed 2024 OSBA Elections Calendar
Adopted by the Board: January 19, 2024**

Nomination and election of regional members of the OSBA board of directors holding odd-numbered positions		
August 19, 2024		Notice of position vacancies, candidate information packets, and official nomination forms shall be distributed to all incumbent directors and boards in eligible regions.
August 19, 2024, through September 27, 2024		A school board nominating one or more of its regional board members to the OSBA board of directors must do so by formal resolution of the board and timely submission of the nomination forms to the office of the OSBA. Nominations are closed after this date.
No later than October 15, 2024		Official ballots are distributed to member boards in each region 30 days prior to the date of the election, but no later than October 15.
No earlier than November 1, 2024		Member boards are asked to vote on the candidate(s) of their choice for their region no earlier than November 1, 2024, following the conclusion of all OSBA Fall Regional Meetings.
November 15, 2024, through December 15, 2024		Submission of votes to OSBA. Each member board in the appropriate region shall have one vote in the regional elections for members of the OSBA board of directors. The person receiving a majority of the votes cast for any position on the OSBA board of directors shall be elected.
As soon as possible		In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes cast shall be declared elected.
January 1, 2024		Newly elected officers and regional members of the OSBA board of directors officially take office.

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

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



BOARD COMMENTS



Northwest Regional
Education Service District

END OF PACKET
FIN DEL PAQUETE

General Session - Sesion general November
13, 2024 - 13 de noviembre de 2024
6:00 pm

Questions?
Contact vwhite@nwresd.org