

AGENDA

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS

Public Meeting

Thursday, November 14, 2024 – 6:00 p.m.

Vernonia Schools Bldg., 1000 Missouri Avenue, Vernonia, OR 97064

Public participation on agenda items occurs at the discretion of the chair. Please indicate your interest by completing a “Public Comment Card” provided at the agenda table and give it to the Board Secretary or if attending virtually, email your interest to bcarr@vernoniak12.org 24 hours before the meeting. **Individual comments are limited to 3 minutes. Group comments are limited to 5 minutes.**

At 8:00 p.m., the Board may take a five-minute recess, and the chair will review the agenda for possible rescheduling of agenda items. For special accommodations call 429-5891 at least 48 hours prior to the meeting.

REGULAR SESSION

1.0 **CALL TO ORDER**Chair
1.1 Flag Salute

2.0 **AGENDA REVIEW**Chair
2.1 Action to Approve the Agenda

3.0 **PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS**
This is a time for public comment on items on and not on the agenda. Normally the Board will not take any immediate action, but will refer concerns to the Superintendent and ask him to report to the Board. We would appreciate you keeping comments to 3 minutes per individual or 5 minutes if you are representing a group of patrons. Please note: Under Oregon Revised Statutes, we cannot discuss personnel concerns in a public meeting. If you have any concerns with school district personnel, please schedule a meeting with the Superintendent.

4.0 **SHOWCASING OF SCHOOLS**
4.1 Administrator Reports

5.0 **BUSINESS REPORTS**
5.1 SuperintendentJim Helmen
5.2 FinancialMarie Knight
5.3 MaintenanceMark Brown
5.4 Transportation Report.....Curls School Bus Services

6.0 **BOARD REPORTS / BOARD DEVELOPMENT**.....Chair
6.1 Committee Reports
6.1.1 Safety Committee
6.1.2 Policy Committee
6.1.3 Scholarship Committee
6.2 Board Member Items
6.3 OSBA Resolutions
2025-01 – Amend the OSBA Dues Schedule
2025-02 – Amend OSBA Bylaws Relating to Composition of the Board of Directors
2025-03 – Amend the OSBA 2023 Bylaws

7.0 **OTHER INFORMATION and DISCUSSION**

8.0 ACTION ITEMS

OSBA Resolution #1, #2 and #3

I move to cast a vote (in support of / against) OSBA Resolution #1 Amending OSBA's 2018 Bylaws Relating to Composition of the Board of Directors; Resolution #2 Amending the OSBA 2023 Bylaws; and Resolution #3 Amending the OSBA Dues Schedule as presented.

9.0 MONITORING BOARD PERFORMANCEChair

10.0 CONSENT AGENDAChair

The Board, on an individual basis prior to the meeting, has reviewed all material. All financial reports are available for review by the public in the business office. All items listed are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion of these items at the time the board votes on the motion unless members of the Board request specific items to be discussed and/or removed from the Consent Agenda.

10.1 Minutes of the 10/17/2024 Regular Meeting

I move to approve the consent agenda as presented.

11.0 OTHER ISSUES Chair

11.1 Next Agenda Setting

12.0 UPCOMING DATES

November 21, 2024 Community Engagement Event 5-7 p.m.

December 12, 2024 School Board Meeting 6:00 p.m.

(Dates and times are subject to change. Please check the district web site at www.veroniak12.org for the most up-to-date information)

13.0 ADJOURN Chair

Vernonia School District 47J

Nov. 1, 2024

	K	1	2	3	4	5	6	7	8	9	10	11	12	FE+T	Total	F&R	SpEd		
District																		2	
Mist Elementary	5	5	6	7	4	4											31	10	6
																	32%	19%	
Vernonia Elem.	22	25	33	33	27	37											177	106	36
																	60%	20%	
a Family Academy	2	8	5	6	3	6											30		
Elementary Total	29	38	44	46	34	47											238	116	42
																	49%	18%	

Vernonia MS							47	39	40							126	65	21
f. Family Academy							5	6	2							13		
																139	47%	15%
Vernonia HS										26	32	33	33	6	130	68	22	
											10	11	11	16	0	48		
																178		
																	38%	12%
Total	29	38	44	46	34	47	52	45	42	36	43	44	49	6	555	249	87	
																	45%	16%

(as of 6/1/24) 547

October 1	29	37	44	46	35	48	53	44	40	37	44	45	50	6	558			
November 1	29	38	44	46	34	47	52	45	42	36	43	44	49	6	555			
December 1																0		
January 1																0		
February 1																0		
March 1																0		
April 1																0		
May 1																0		
June 1																0		

VERNONIA AND MIST ELEMENTARY BOARD REPORT

November 14, 2024

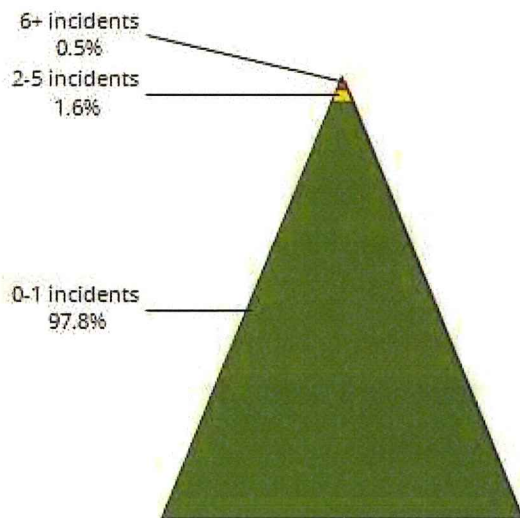


"Building Bridges, Clearing Paths"

Elementary Goals

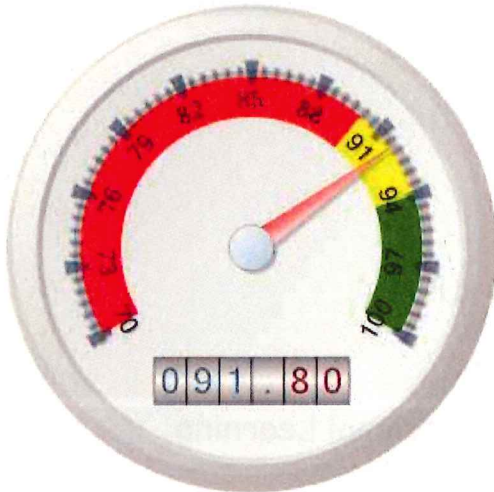
- Continue Implementation of PLCs (Professional Learning Communities)
- Implement Consistent Instructional Strategies/Rigor in Math and Writing

Behavior Referrals for the Month of October 8- November 6, 2024

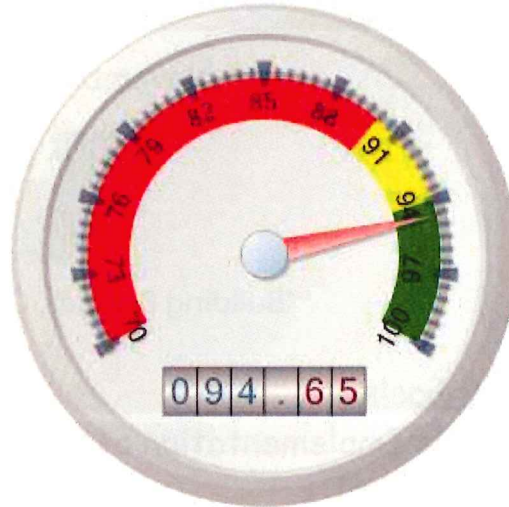


Average Attendance Percent: October 8- November 6, 2024

VES



Mist



Professional Development

Teachers were provided time to prepare for end of quarter report cards and parent/teacher conferences. Teachers have completed their SLG's and set their annual goals.

NWRESD & ODE Visits

Recently, we have had the honor of having the Northwest Regional Educational Service District and Oregon Department of Education tour our school due to the success of our students and staff in literacy growth. NWRESD focused heavily on the Science of Reading and ECRI instruction. ODE was very interested in our focus on writing instruction and were able to see several teachers using the training from our briefwrite training earlier this month.



November 2024

**VHS/VMS Board Report–
Greetings Board!
Welcome to Logger Nation!**

Professional Development and Focus:

With much of Professional Development time the past month dedicated to Staff Wellness, Medical Training and Protocols, and Student Learning Goals, here is an update of one the school goals:

9th-On-Track/Attendance (as of Q1 Report, may not include newly enrolled students)

9th grade-Class of 2028

- 26 Total Students
- 7 Vernonia Family Academy Students
- 4 Students IEP
- 18 Female Students
- 18 Male Students

On Site Totals

- 28 Total Students
- 4 Students IEP
- 14 Female Students
- 14 Male Students

Success Criteria for the 2024-25 School Year will be 95%+ of Freshmen will be On-Track to Graduate, as measured by having earned at least 6.0 High School

Credits-reflected on the VHS Student Transcript, as well as the 2024-25 Oregon AT-A-Glance School Profile

Baseline Data based on the 23-24 Oregon At-A-Glance School Profile indicates that 88% of Freshman were on Track. This is above the State Average of 85%, and a 23% increase from the 65% for the Class of 2027.

For attendance, last year as a school Vernonia High School (grades 9-12) was 63%. This is still too low and below the State Attendance Rate of 66%, but was a 2% rise from the 22-23. 75% attendance rate for the 2024-25 freshmen (25 students) will help the district achieve 90% school wide.

Update as of End of Quarter 1:

- 24/28 On Site Students-**86% on Track**
- Total, including VFA-32/36 **89% On Track**
- On Site Attendance Data-**57%** of On-Site Freshmen are 90%+

Parent/Teacher Conferences

- Conferences will be held on Wednesday and Thursday, November 6 and 7. This is a half-day release for students, with conferences taking place in the PM. Parent/Teacher Conferences are a great way to support your student's learning, establish a working relationship with staff, and to share successes and opportunities for growth..

Choir

- The HS Choir sang **Halloween Carols** to the Elementary kids during their lunch on Halloween.



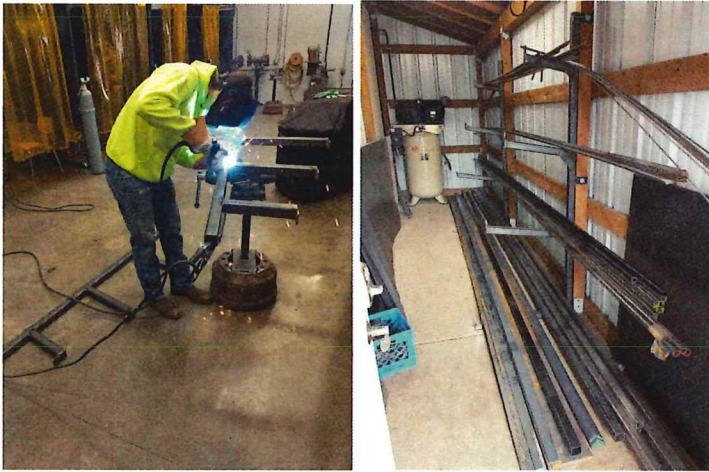


• *Winter Concert-December 10@*

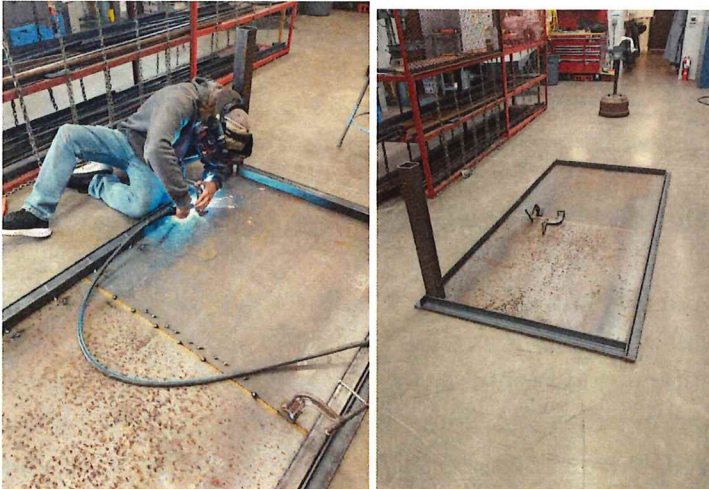
6:00PM

Welding

- The welding students fabricated and installed a new steel storage rack for the shop.



- The advanced welding students have been fabricating a new 4' x 8' steel welding/fabrication table for the shop.



Art

- **HS Art Class** has been painting ceiling tiles from the art room. The theme was Vernonia **and they applied different painting styles/techniques to use in creating their work.**
- **Art History** class has been learning about Baroque and Gothic architecture. Their project was to recreate a structure of either Baroque or Gothic styles out of popsicle sticks and toothpicks.



Lions Club International Poster Contest...*from Mrs. Kintz*

- I wanted to let you know the past couple weeks I have had my Middle School Art students working on posters with the theme, "Peace Without Limits." It is the topic for an international poster design contest through the Lions Club. The contest includes students 11-13 years old all over the world, and they are to create a poster within specific dimensions all about what "Peace Without Limits" means to them

College and Career Readiness.....*and Update from Mrs. Ward*

Career Center

The Career Center is hopping at this time of the year. There have been several field trips and many school and military reps on campus. I took a group to the PCC OMIC Center in Scappoose for Manufacturing Month. It had several businesses there to showcase job opportunities and the students were able to interact with the campus' Makerspace. A field trip to EPSON was coordinated for students to see a company facility in the manufacturing field and all of the jobs that they have available. We will

have 5-6 college admission visits by the end of this month with Summit Salon coming to visit and do an activity with 6 interested juniors/seniors. Interested students went to the NACAC college at the end of the last month where students were able to visit colleges from across the nation. On the 19th I will be taking a group of kids to the Portland Trades Expo so they can check out different job opportunities in the trades.

Career Classes

Students in the Senior Career Class have made their academic goals for this year and are preparing for after graduation. This preparation includes: writing resumes, creating their own "adulting resources" page for their digital portfolio, looking at different options, writing rough drafts of scholarship essays, practicing interviewing skills using an AI interview tool, and currently learning about the financial aid options for their future education and training programs.

Communication

Along with working on updating the Academic Planning portion of the district's website, I am using a newsletter program called s'mores as well as frequent emails. I will be piloting a program that the VFA uses called TalkingPoints with my seniors this next quarter. The program is like Classroom Dojo but has more of a high school flair to it.

Seniors Advisor/Activities:

Homecoming this last month set off the tone for the seniors this year. I was really proud of how they came together and really leaned into creating spirit and some good times. I had 17 students show up to Senior Sunrise (which turned out to be the ONE cloudy/foggy day up to that point), several showed up to Air Jam practice and Spirit Painting events during the week. Air Jams were awesome and they really enjoyed working on it and it all came together on Saturday night with the Homecoming Dance which was simple but we had about 130 students at the dance!

During Homecoming, I noticed that this group of seniors does enjoy hanging out with each other and when I suggested monthly Senior Nights, they were on board with it. Our first night is November 14th and its theme is "Game Night". Students can bring games, I'll hook up gaming systems to the TVs and whoever wants to come and hang out for a couple of hours can. December will be hot chocolate, "gingerbread houses" and ornaments.

MS Language Arts

- MS students recently completed the reading of “The Landlady” Following the reading the students completed on writing prompt and two additional projects—including a picture (see below)



HS Leadership

- Leadership teacher **Ms. Safier** took four leadership students, **Charlotte Schlegel**, **Carolyn Glenn**, **Koa Leineiger**, and **Landon Howland** to the **Oregon Association of Student Councils (OASC) Fall Conference** in Seaside. They joined 840 Leadership students and advisors from around the state. The students listened to two keynote speakers, attended workshops, and returned with multiple ideas for improving the program and student culture. The four students loved the conference so much they are already begging to attend the Spring Conference and Summer Camp.

HAVE A GREAT MONTH LOGGER NATION!



“Building Bridges, Clearing Paths”

Recent Special Education Updates

ODE Safe Schools & Culture Grant

Vernonia was awarded \$15,250 through this non-competitive grant to provide training to our staff in non-violent crisis intervention.

School districts have long been required to provide safety training to staff who support students with challenging and potentially physical behavior. Our District has used the Safety Care training curriculum for the past several years. Safety Care provides our staff with tools to manage challenging behaviors in children, particularly those with developmental disabilities or behavioral disorders. The Safe Schools Grant will allow us to expand the number of teachers and instructional assistants who complete this training.

Furthermore, this grant allows us to offer a new training course for staff this year, Ukeru (pronounced “oo-care-oo”). Ukeru is similar to Safety Care because it teaches tools to understand, prevent, and de-escalate challenging student behavior. Ukeru is different because it uses mat blocking techniques as an alternative for physical restraint. Both Ukeru & Safety Care are intended to keep students & staff safe.

Ukeru training will give us more tools in our toolkits. As school staff, we encounter complex and potentially unsafe situations. We want to provide staff with as many skills and strategies as possible to respond to these situations, and to do so safely.

Ukeru Course Description

Ukeru is a trauma-informed approach to crisis intervention and behavioral support, particularly used in settings like schools and residential treatment facilities. It focuses on de-escalation techniques that prioritize safety and respect for individuals in distress, rather than using physical restraint. The method emphasizes building trusting relationships, understanding individual needs, and promoting positive behaviors through supportive interactions. By fostering a calm and safe environment, Ukeru aims to reduce the likelihood of crises and improve outcomes for those involved.

Objectives of the Training

Ukeru will provide skills that will help staff:

- Protect themselves & others when someone becomes aggressive
- Protect those who engage in dangerous or self-injurious behavior
- Minimize the use of restraint & seclusion

Topics We Will Cover

- Brain Development & Interpersonal Relationships
- Definition & Prevalence of Trauma

VSD Special Education Report

November 2024

- Trauma & the Brain
- Trauma-Informed Approach
- Comfort vs. Control
- Communication
- Conflict Resolution
- Protective Physical Skills

VSD Parent Education Opportunities

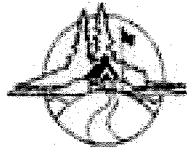
VSD will soon make adapted presentations of the Safety Care and Ukeru content available to parents and caregivers. Our ability to support students doesn't end when the school day ends. When we can build relationships with families and offer support to them as well, students grow faster and go farther.

These adapted courses will help parents learn to understand behavior, use strategies to prevent challenging behavior, and de-escalate behavior incidents safely when they happen. Parent education will not include physical skills, unless given superintendent approval.

The Safe Schools Grant does not provide funds for parent training. However as a certified trainer in both programs, I can offer these same skills to families at no cost to them. Many of our students who display challenging behaviors at school also do so at home. This experience can put immense stress on parents as well as other family members, such as siblings. If we're able to provide parents with tools to support their child who is struggling, we may be able to help the whole family.

Information about the parent education program will be shared to the administrative team in the coming weeks, and will be communicated more widely soon after.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
November, 2024
70 -70 - 90
We, Not Me

Oregon Department of Education Integrated Guidance Initiative- Requires for VSD

The Oregon Department of Education (ODE) requires VSD to complete a second round of planning for the Integrated Guidance Initiative this academic year. The **Integrated Guidance for Oregon 2024** outlines a unified approach for VSD to coordinate its efforts across six major initiatives: the High School Success Program, the Student Investment Account, Continuous Improvement Planning, Career and Technical Education (CTE) Programs of Study, Every Day Matters (addressing chronic absenteeism), and Early Indicator and Intervention Systems.

Key elements include:

1. **Equity Focus:** The guidance emphasizes addressing disparities in student outcomes, particularly for marginalized groups, through systemic changes in practices, funding, and community engagement.
2. **Community Engagement:** Schools must involve stakeholders such as families, students, tribes, and educators to assess needs and develop responsive strategies.
3. **Comprehensive Planning:** Districts are required to submit four-year integrated plans that encompass budgeting, performance targets, and activities designed to meet both state and federal requirements. These plans integrate community feedback, equity analysis, and alignment with Continuous Improvement Planning processes.
4. **Goals of Integrated Programs:**
 - Improve academic outcomes and access to advanced coursework.
 - Support mental health and reduce behavioral issues.
 - Increase graduation rates and career readiness through expanded Career and Technical Education.
 - Reduce chronic absenteeism.
5. **Implementation Timeline:** The cycle begins with community engagement and planning, followed by board approval and submission. Plans are implemented over four years with periodic reviews to ensure progress toward targets.
6. **Activities Completed**
 - a. Staff CIP goals and objectives review.
 - a. District Leadership Team- Data review and IG Community Survey Development (Thought Exchange and Google Survey). The Thought Exchange survey has been developed and reviewed by 170 families during Parent Teacher Conferences along with Community Engagement Night on November 21, 2024.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
November, 2024
70 - 70 - 90
We, Not Me

- b. A Thought Exchange survey and a Community Engagement Night informational flier have been provided throughout Vernonia with a (QR code).

Upcoming Events to gather community input and timeline for IG completion

- a. Holiday Bazaar in December collecting input from community members
- b. Vernonia Informational and Input Session (Hosted by VSD Leadership Team members)
- c. Story Circles with Focal Group Student facilitated by NWRES D
- d. Student focus group Empathy Interviews.
- e. District Leadership Team Data Dive with School Board- CIP Review and Development
- f. **Jan-Feb 2025:** Finalize—Produce the Integrated Guidance Budget Plan and Application; post it to the community for comment, present it, and have the board approve it before submission.
- g. **March 2025:** Apply- The application Window opens for submitting a four-year Integrated Guidance plan covering 2023-27 with a budgeted and focused strategy for the 25-26 biennium.

Targeted Support and Improvement (TSI)

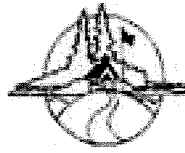
In 2024, Vernonia Middle School was designated as a Targeted Support and Improvement (TSI) school as part of the federal accountability system outlined in the Every Student Succeeds Act (ESSA). This identification aims to highlight schools where specific student groups are underperforming. A school is classified as TSI if one or more student groups—such as racial and ethnic minorities, economically disadvantaged students, students with disabilities, or English learners—perform at or below the level of the lowest-performing 5% of Title I schools. The identifiers used to determine this identification were

- Academic achievement on Smarter Balanced Assessment
- Academic progress or growth
- School quality or student success indicators (e.g., chronic absenteeism, on-track to graduate)

The Oregon Department of Education (ODE) used data from statewide assessments, attendance records, and other metrics to identify student groups that consistently underperform.

As a district, we were obligated to conduct a Comprehensive Needs Assessment and analyze the data deeply to uncover the root causes of the performance gaps among the identified student groups. Following this analysis, we had to create a Targeted Support and Improvement Plan tailored to meet the

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
November, 2024
70 - 70 - 90
We, Not Me

specific needs of these underperforming groups. Additionally, we developed progress monitoring tools to regularly assess our improvement strategies' effectiveness and make necessary adjustments.

On November 5, 2024, we received notification from ODE that our TSI plan was approved. We were also informed that, due to significant growth in academic performance on the Smarter Balanced Assessment and improvements in attendance, we were one of only two schools identified as eligible for immediate removal from TSI identification. We have submitted the required progress documents and are now awaiting formal removal from TSI identification.

Anticipated State School Fund

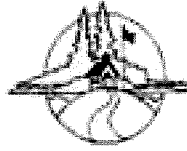
- It still needs to be too early in the legislative session to determine our State School Fund (SSF) for the 25-27 biennium. However, early projections from the Coalition of Oregon School Administrators indicate an SSF of 11.3 billion, approximately 1.1 billion more than our allocation for the 23-25 biennium. Our general fund has unforeseen financial impacts due to unemployment insurance benefits from Senate Bill 489, inflationary costs for running the district, and changes in district enrollment. Additionally, our district's collective bargaining agreement will be in its third and final year in 25-26, leading to a 6% COLA increase for all staff, a salary "Step" based on experience increase, and an increase in insurance benefits. These factors will be assessed in relation to the SSF and aligned with the district's instructional programming and service expansion needs.

Equity Summit to be held at Vernonia School District

On Saturday, November 16, 2024, 9:00 am - 4:00 pm, Vernonia School District will be hosting the Northwest Regional Cascade Alliance For Equity Summit. The Northwest Regional Cascade Alliance for Equity Summit, also referred to as the Cascade Alliance for Equity (CAFE) Summit, is a collaborative effort led by three Oregon Education Service Districts (Clackamas, Multnomah, and Northwest Regional). This partnership collectively serves over 50% of Oregon's students. The Summit focuses on advancing culturally sustaining practices to create equitable opportunities and improve student outcomes statewide.

CAFE acknowledges ongoing equity work in schools and aims to augment these efforts by providing resources and support to address specific regional needs. This year's summit includes workshops and discussions to tackle systemic barriers and foster inclusion in education.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
November, 2024
70 - 70 - 90
We, Not Me

This event will not only highlight the Vernonia School District as a leader in small school education, but it will also provide an economic boost to the Vernonia community, as we expect over 400 people to attend this summit.

ODE and NWRES D Visit VSD to observe literacy practices

In October, we had the privilege of welcoming the Northwest Regional Education Service District (NWRES D) to our district to observe our literacy initiatives. This visit was prompted by our district's significant reading growth, as demonstrated by the Smarter Balanced Assessments.

On November 4, 2024, we were honored to host the Oregon Department of Education's (ODE) Literacy Team. ODE selected the Vernonia School District as one of Oregon's showcase districts for its Focus on the "Early Literacy Success Grant." This visit highlighted our continued success and commitment to enhancing literacy skills throughout the district.

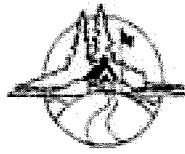
During their visit, the ODE Literacy Team reviewed our work with the Early Literacy Initiatives, which directly support our commitment to the Science of Reading. Through this initiative, we are implementing literacy strategies grounded in research that strengthen foundational reading skills and enhance students' reading experiences through structured writing instruction. Writing is an integral part of reading development, and we are proud of how our educators incorporate it daily to foster well-rounded literacy skills.

A highlight of the day was the opportunity for the ODE team to observe the vibrant learning culture in our classrooms, where students were actively engaged and genuinely excited about learning to read and write. Our goal is for every student to become a fluent reader who can read confidently at grade level.

During their visit, ODE observed five classrooms and interviewed administrators, a school board member, teachers, and a diverse group of ten students. These discussions showcased the dedication of our teachers, the strength of our literacy programs, and the remarkable progress our students are making. An independent production crew recorded these interviews and observations, and once the Literacy Tour is complete, our students will be featured in a video produced by ODE.

We would like to specifically recognize our VES and MES teachers for their crucial impact on our K-5 students' reading and writing successes. Their hard work and dedication have driven these achievements. We also want to thank our families for their ongoing support and partnership. Together, we are creating a community where every student has the opportunity to thrive in whichever path they

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent

Board Report

November, 2024

70 - 70 - 90

We, Not Me

choose in life. We look forward to continuing this journey with you, celebrating the district's successes ahead, and working towards our goal of achieving 70% of students meeting or exceeding reading standards by 70% by 90% of our students.

24-25 Enrollment

- The current district enrollment is 553; in 23-24, enrollment sat at 548. Our highest enrollment for 24-25 was 561 at the start of the school year. Since then, we have seen the majority of our enrollment drop due to families moving out of the district. We have had two students move to true homeschool identification.
- VSD made significant efforts to locate and support students who had withdrawn without providing relocation information.
- Our Mid-High Tier-III program is supporting the return and academic and engagement success of many of these students who have not traditionally been engaged in school.

memo

Vernonia School District 47J

To: Vernonia School District Board of Directors, Superintendent Jim Helmen
From: Marie Knight
Date: 11/14/2024
Re: November 2024 financial information

Comments:

The financial report for this month includes October actuals and estimates for the remainder of the year. The estimated ending fund balance for the general fund 2024-25 is approximately \$400,000.

The 2023-2024 audit is nearing completion and we are scheduled to have the audit presented at the December board meeting.

Teresa Williams and I have continued work on the Student Body accounting project. Teresa, Mr. Underwood, and myself will be meeting this month to review the accounts and changes to be made. Additionally, we will be meeting with VHS student leadership from each class to work on procedures for managing class funds and discuss how to handle the funds left from previous classes. These procedures will be incorporated into the ASB Manual.

There will be no financial report for ASB this month as we are in the process of moving forward with the changes shared last month.

Thanks!

-Marie Knight

Business Manager, Vernonia School District 47J

VERNONIA SCHOOL DISTRICT 47J
FUND 100 (GENERAL FUND) 2024-2025

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	OVER (UNDER)
REVENUES	ACTUAL	ACTUAL	ACTUAL	ACTUAL	EST	EST	EST	EST	EST	EST	EST	EST	EST		ACTUAL/EST.
1111 Current Year Taxes	-	-	11,693	5,700	3,000,000	75,000	65,000	50,000	10,000	10,000	15,000	3,307	3,225,000	3,225,000	-
1112 Prior Year Taxes	-	-	711	220	20,000	5,000	5,000	5,000	5,000	5,000	5,000	3,931	70,700	75,000	(4,300)
1190 Penalties&Interest Income	-	-	7,651	5,000	6,000	10,000	10,000	10,000	10,000	10,000	5,000	13,000	89,954	90,000	(1,069)
1500 Interest Income	3,992	7,311	-	-	-	-	-	-	-	-	-	5,000	13,000	13,000	(46)
1710 Revenue - Admissions	-	-	-	-	-	-	-	-	-	-	-	30,000	30,000	30,000	-
1740 Revenue - Fees	-	-	-	-	-	-	-	-	-	-	-	1,000	12,451	10,000	2,451
1910 Rentals	2,988	550	550	3,000	550	550	550	550	553	610	1,000	59,750	111,201	110,700	501
1920 Donations	351	600	500	-	-	-	-	-	-	-	50,000	15,000	20,424	20,000	424
1960 Prior Year Refunds	-	-	5,424	-	-	-	-	-	-	-	-	10,000	10,000	10,000	-
1961 Current Year Refunds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1980 Fees Charged to Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1990 Miscellaneous	4,480	540	928	-	-	-	-	-	-	-	-	79,960	85,928	85,000	928
1994 Medicaid Admin Claim	3,823	-	-	-	-	-	-	-	-	-	-	66,177	70,000	70,000	0
1995 E-Rate	-	-	-	-	-	-	-	-	-	-	-	15,000	15,000	15,000	-
2101 County School Fund	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	20,000	-
2102 General Ed.Service Dist	-	-	810	-	-	-	-	-	-	-	-	160,000	165,782	165,000	782
2105 Natural Gas and Minerals	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	20,000	-
2201 NW ESD Credits	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	20,000	-
3101 State School Fund Grant	785,903	392,716	392,716	392,716	392,873	392,873	392,873	392,873	392,873	392,873	392,873	(100,000)	4,614,162	4,840,000	(225,838)
3103 Common School Fund	-	-	-	-	-	-	-	-	-	-	-	75,563	75,563	75,362	211
3104 State Timber Revenue	-	-	-	-	-	-	-	-	-	-	-	35,000	650,000	650,000	-
3199 Other Un-Restricted Grants-in-aid	-	-	-	-	-	-	-	-	-	-	-	50,000	50,000	50,000	-
3299 Other Restricted Grants-in-aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5200 Transfer of Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5400 Beginning Fund Balance	-	-	-	-	874,257	-	-	-	-	-	-	-	874,257	800,000	74,257
TOTAL REVENUE	801,537	406,689	420,983	406,636	4,294,680	484,423	474,423	458,423	418,426	418,483	468,873	1,208,777	10,262,352	10,414,052	(151,700)

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	OVER (UNDER)
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	ACTUAL	EST	EST	EST	EST	EST	EST	EST	EST	EST		ACTUAL/EST.
100-Salaries	56,916	91,106	380,222	362,776	370,000	370,000	370,000	370,000	370,000	360,000	370,000	910,000	4,381,020	4,393,716	12,695
200-Payroll Costs	27,374	50,462	207,914	218,449	210,000	210,000	210,000	210,000	210,000	210,000	210,000	600,000	2,574,199	2,613,839	39,640
300-Contracted Services	34,817	95,509	77,525	164,821	215,000	215,000	215,000	215,000	215,000	215,000	215,000	275,000	2,152,671	2,160,687	8,015
400-Supplies	32,777	15,897	68,625	22,894	30,000	30,000	30,000	30,000	30,000	30,000	6,000	5,537	331,729	300,210	(31,519)
500-Equipment	12,663	-	-	-	-	-	-	-	-	-	-	47,337	60,000	60,000	-
600-Other (ins., fees)	159,598	4,518	6,444	1,222	-	-	-	-	-	-	-	190,000	171,783	160,600	(11,183)
700-Transfers	-	-	-	-	-	-	-	-	-	-	-	190,000	190,000	190,000	-
contingency/unappropriated	-	-	-	-	-	-	-	-	-	-	-	-	-	550,000	-
TOTAL EXPENDITURES	324,145	257,492	740,731	770,162	825,000	825,000	825,000	825,000	825,000	815,000	801,000	2,027,874	9,861,404	10,429,052	17,648

PROFIT/LOSS	477,392	149,197	(319,748)	(363,527)	3,469,680	(340,577)	(350,577)	(366,577)	(406,574)	(396,517)	(332,121)	(819,097)	400,948	400,948	projected ending fund balance
--------------------	----------------	----------------	------------------	------------------	------------------	------------------	------------------	------------------	------------------	------------------	------------------	------------------	----------------	----------------	--------------------------------------

RUNNING TOTAL	626,589	306,841	(56,686)	(56,686)	3,412,994	3,072,417	2,721,840	2,355,263	1,948,689	1,552,172	1,220,045	400,948	400,948	400,948	projected ending fund balance
----------------------	----------------	----------------	-----------------	-----------------	------------------	------------------	------------------	------------------	------------------	------------------	------------------	----------------	----------------	----------------	--------------------------------------

% of	EST	ACTUAL	BUDGET MORE(LESS)
ADMir	540	553.00	1
ADMW	740.95	772	1.04187867
			31

October 2024 Maintenance Report

Alarm Related Calls:

14

Facility Use:

Board meeting, fall sports, celebration of life, parent teacher conferences.State volleyball tournament

Projects/Work for the Month

- *Board report.
- *Snack Shack: Winterized
- * Lost of grounds work ..Continued prep for winter
- *Vector training.... Completed
- *Fire biomass, weekly maintenance.
- *Mist: Regular maintenance, ran out of water. Took two deliveries over the month. Seem like the well is finally catching up.
- *Revamping SDS files for the district, ongoing.
- * Cameras adjustments and inspection for campus
- *adjust lighting schedule for daylight savings and away games
- *Seed grounds.
- *Repair door locks in three classrooms.
- * Refinish the big gym floor.
- *Inspect roofs
- *Completed winterization of fields
- *Replace bottle filling filters
- *Build apple press for VFA
- *Meet with a plumber for hot water in D.O.
- *Work on system controls for HVAC
- *Work on field lights and scoreboard
- *Set up and adjust 85 in tv for media center
- *Lots of time unclogging toilets from food and feminine products are being flushed.
- *Continued work on Innova security systems. replace bad sensors and new radio for upgrade.
- *replace outer filters in RT1
- *remove and install ceiling tiles in the art room, students painting tiles.
- *Osha pre inspection
- *Unpack new/replacement desk for 244
- *Set up and tear down for parent teachers conferences. Two days back to back
- *measure for some kind of curtains for band room.

Weekly/Monthly

- *Equipment repair: regular maintenance weekly
- *AED inspections and testing
- *Generator quarterly maintenance and testing.
- *The lighting and security schedule changed about once a month as times change
- *Shop work
- *Custodial meetings
- *Deliver lunches to mist daily & custodial work. (2 employees, two hours a day)
- *IPM inspections
- *Inspect roof units (weekly)
- *Fire extinguisher inspection (Monthly)
- *Generator testing (monthly)
- *Playground inspections (Monthly)
- *Paperwork (weekly)
- *weekly biomass maintenance during winter months

Miscellaneous:

I check facilities/systems, check emails and handle miscellaneous or minor repairs. The remainder of the day I try to get caught up on any maintenance/grounds items and or assist staff, students and admin with day to day needs that arise. Along with ordering, reports and follow ups with customers and suppliers. Weekly/monthly /facility inspections. Cover custodial while we deliver lunch to Mist and do our daily custodial duties.

Vandalism:

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

Curl School Bus Service

Annual Report 2023/24

- 1) Open Routes- 14 to include 5 van routes, 4 small bus routes, 5 large bus routes plus.
- 2) Assigned Drivers- We have 12 assigned drivers.
- 3) Substitute/Cover Drivers-We currently have 5 substitute bus drivers, 1 substitute van drivers.
- 4) Drivers in Training- 0
- 5) Number of Accidents-0
- 6) Number of Breakdowns-0
- 7) Routes/ Runs covered by a different bus route- 0
- 8) Late buses- 0
- 9) Bus capacity- 0



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)



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

Contents

ARTICLE 1. 3

CHARTER. 3

ARTICLE 2. 3

NAME, MISSION AND GOALS. 3

ARTICLE 3. 4

MEMBERSHIP. 4

ARTICLE 4. 4

BUDGET. 4

ARTICLE 5. 4

MEETINGS. 4

ARTICLE 6. 5

CAUCUS LEADERSHIP COUNCIL. 5

ARTICLE 7. 6

EXECUTIVE COMMITTEE. 6

ARTICLE 8. 7

COMMITTEES. 7

ARTICLE 9. 7

SEAT ON THE OSBA'S BOARD OF DIRECTORS. 7

GENERAL PROVISIONS. 7

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.



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 minimum, and maximum, by the members.

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

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

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

3.4.3 If a director serving as immediate past 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~~ of 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 ~~o~~perating guidelines.

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

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

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

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

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

~~(e)(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~~he 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 ~~at the~~ term ~~for of~~ another officer who was unable to complete ~~at their~~ term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms.

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 ~~und~~er 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

~~78.1~~ Amendment of Bylaws.

- ~~78.1.1~~ Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors.
- ~~78.1.2~~ 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.
- ~~78.1.3~~ 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.
- ~~78.1.4~~ 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.
- ~~78.1.5~~ 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.
- ~~78.1.6~~ 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.

~~78.2~~ **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.

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – October 17, 2024 Mist Elementary, 69163 Hwy 47, Mist

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:01 p.m. by Susan Wagner. MEETING CALLED TO ORDER
- Board Present:** Susan Wagner, Greg Kintz, Joanie Jones, Javoss McGuire, Amy Cieloha, and Tony Holmes. BOARD PRESENT
- Board Absent:** Stacey Pelster BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle & High School Principal (virtual); Michelle Eagleson, Elementary Principal (virtual); Susanne Myers, Special Education Director (virtual); Marie Knight, Business Manager (virtual); Barb Carr, Administrative Assistant, Sena Wilmoth, Licensed Staff and Camrin Eyrrick, Classified Staff (virtual). STAFF PRESENT
- Visitors Present:** Julie Ramsey and Doris Buchholz VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** The following items were added to the agenda. AGENDA REVIEW
- 5.1.1 Integrated Guidance Update
- 7.3 Athletic CoOp Agreement with Jewell
- 8.1 Action to approve the Athletic CoOp Agreement with Jewell
- Amy Cieloha moved to approve the agenda as amended. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 PUBLIC COMMENT:** None PUBLIC COMMENT
- 4.0 SHOWING CASING of SCHOOLS** ADMINISTRATOR REPORTS
- 4.1 ADMINSTRATOR REPORTS:** The Board received all Administrator Reports prior to the meeting. ADMINISTRATOR REPORTS
- Amy Cieloha asked for enrollment numbers prior to COVID. These will be sent out. She also asked if Character Strong is still being used during Logger Power Hour or Advisory. According to Mr. Underwood a new curriculum called WayFinder is being used. Jim Helmen shared that the use of SEL curriculum is mandated by the State and the WayFinder curriculum is more relevant to secondary students.
- Susan Wagner thanked the administrators for their reports. Board members are getting lots of great information and therefore they don't have a lot of questions during the meeting.
- 4.2 VSD Citizen of the Month:** Susan Wagner shared that she also serves on the Vernonia City Council and members take turns selecting someone to be recognized as Citizen of the Month. Susan chose Vernonia School District. The District is integral to the entire community. Jim Helmen thanked Susan for the recognition, stating it is an honor to be recognized. VSD HONORED BY CITY
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** The Superintendent's Report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Jim Helmen shared that the headings of his report directly relate to his Superintendent goals.
- Greg Kintz asked for an update on the vacant YTP position. According to Mr. Helmen, the position has adjusted and is now only funded through a limited grant. It is no longer full time. The position has been offered but has not yet been accepted. YTP POSITION UPDATE

5.1.1 Integrated Guidance Update: Jim Helmen shared that this data was presented at the end of last year as a requirement by the Oregon Department of Education. ODE sets the metric that Districts are required to meet in terms of student growth. **INTEGRATED GUIDANCE UPDATE**

Quarterly, Districts are required to submit their progress goals and also how Student Investment Account (SIA) and High School Success Account (HSSA) funds are being utilized and contributing to student success. This report is a summary of how Vernonia School District performed. It shows that adequate progress is being made and contains narratives on how funds are being spent.

Discussion was held on growth percentages. Staff are working very hard to bring students to where they need to be. After COVID students on average were 2-3 years behind and expectations have been low. It's been a steep hill to climb especially with the proficiency test being as difficult as it is and with such a high level of rigor. It's not uncommon for a fluent reader in Kindergarten, 1st grade and 2nd grade, to not meet the standard as a 3rd grader. Jim Helmen stated the importance of parents helping their students at home with their reading and comprehension.

5.2 Financial Report: The Financial Report was shared with the Board prior to the meeting. There were no questions on this report. **FINANCIAL REPORT**

An updated student body account review and the progress on their internal audit was shared. Board members were asked to submit any questions by email to Marie Knight.

5.3 Maintenance Report: Mark Brown's report was provided to the Board prior to the meeting. **MAINTENANCE REPORT**

It was asked for clarification regarding replacement locks at the District Office. Jim Helmen explained that this was necessary to separate District office access keys from the standard school access keys.

Greg Kintz shared that he hears comments from visiting game officials that we have a fantastic field.

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 COMMITTEE REPORTS

COMMITTEE REPORTS

6.1.1 Safety Committee – Susan Wagner shared the Safety Committee their had first meeting with the new meeting process, changing how they address adult safety issues. Student safety issues be a separate committee.

6.1.2 Policy Committee – Nothing reported

6.1.3 Scholarship Committee – Nothing reported

6.2 Board Member Items: Greg Kintz shared that the OSBA Regional Roadshow will meet next Thursday in Astoria.. The target and impact of the 2025 legislative session will be shared. The Rural School Board Caucus is still looking for members to join. Any of our board members are eligible. **BOARD MEMBER ITEMS**

7.0 OTHER INFORMATION and DISCUSSION

7.1 Division 22 Standards: Jim Helmen shared that after his thorough review of our policies, procedures, and standards, the Vernonia School District is in compliance with all of them. The yearly report is due by November 1st as stated in OAR 581-022-2305 District Assurances of Compliance with Public School Standards. **DIVISION 22 STANDARDS IN COMPLIANCE NOTICE TO THE PUBLIC**

7.2 Class Size / Enrollment Report: Jim Helmen stated our incoming Kindergarten numbers are down as they are in many other districts. Overall our enrollment is holding. **CLASS SIZE / ENROLLMENT**

Tony Holmes asked at what point would an elementary class be split? According to Mr. Helmen this is looked at if there would be 15-17 students in each class. Currently our staff to student ratio is still good.

7.3 Athletic CoOp with Jewell School District: Jewell School District has requested to join us for high school boys' basketball. They are unable to put together their own team due to low numbers. A request for girls' basketball hasn't been received. **JEWELL REQUESTS ATHLETIC COOP**

- 8.0 ACTION ITEMS:**
- 8.1 Athletic CoOp Agreement with Jewell School District:** Greg Kintz moved to approve the Athletic CoOp Agreement with Jewell for the 2024-25 Boys' Basketball season. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. ATHLETIC COOP APPROVED FOR BOYS BASKETBALL
- 9.0 MONITORING BOARD PERFORMANCE:** Susan Wagner read a letter from COSA recognizing that Jim Helmen was nominated for Oregon 2024-25 Superintendent of the Year. The winner of this designation went to the Superintendent from Corvallis. Susan shared that she'd like to see small and large districts separated into their own category. MONITORING BOARD PERFORMANCE
- 10.0 CONSENT AGENDA:**
- 10.1 Minutes of 09/12/2024 Regular Meeting** CONSENT AGENDA
- Javoss McGuire moved to approve the consent agenda as presented. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. CONSENT AGENDA APPROVED
- 11.0 OTHER ISSUES:** OTHER ISSUES
- 11.1 Next Agenda Setting Meeting:** Javoss McGuire will join Jim Helmen and Susan Wagner at next month's agenda setting meeting to be held, Wednesday, November 6th at 5:00 p.m.
- 13.0 MEETING ADJOURNED 7:07 p.m.** ADJOURNED

Submitted by Barb Carr,
Administrative Assistant to the Superintendent and Board of Directors

Board Chair

District Clerk