

Board Agenda Tracker

Updated: 9.5.18

	Working Session	Business Meeting
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July Organizational Meeting •		
August	2 Retreats	<p>Past Practice:</p> <ul style="list-style-type: none"> ● OSBA Fall Regional Dinner Meeting RSVP ● OSBA November Convention Registration Open <ul style="list-style-type: none"> ○ Early bird registration ends 10/5/18 ● Board & Superintendent Retreat Recap ● Opening Week & First Week of School Plans <ul style="list-style-type: none"> ○ New Teacher Day Report ● AVID Summer Institute Travel Report ● Administrator In-Service Week Report ● Technology Kick-off Plans ● Staffing Report ● Summer Programs Update ● Summer Projects Update ● Action - Designate Board Member Legislative Assignments ● Action - Designate Board Member Assignments for the first week of school ● Action - Designate Opening Day Speaker ● Action - Designate Board Member Committee Liaisons
September	<p>Past Practice:</p> <ul style="list-style-type: none"> ● Action - OSEA Agreement (will fluctuate) ● Action - Administrator Agreement (will fluctuate) 	<p>Parkrose High School Feature Presentation</p> <p>Past Practice:</p> <ul style="list-style-type: none"> ● Optional Board Member Visit with Auditors Date ● NSBA Annual Conference Registration opens in October ● Opening Day Review ● Head Count & Inter-District Transfer Report ● First Draft Board & Superintendent Goals ● Report Cards (not ready till Oct) ● Action - Site Councils ● Action - Staff & Student/Parent Handbooks ● Action - Core Values ● Action - Board & Superintendent Working Agreement ● Action - ECBC Agreement (will fluctuate)
October	<p>Past Practice:</p> <ul style="list-style-type: none"> ● Board Requested Presentation ● OSBA November 	<p>Parkrose Middle School Feature Presentation</p> <p>Past Practice:</p> <ul style="list-style-type: none"> ● OSBA Fall Regional Dinner Meeting Recap ● Board Member Visit with Auditors Recap

Monthly business reports when applicable: Community Solutions, Equity & Teaching/Learning, ESSA, Prosper Portland, Financial Statement and ASB **BOE:** Committee & Membership Reports, Legislative Update **Monthly working session reports:** Board Budget Update

Policy: OSBA gets us quarterly policy updates 1)Jan/Feb 2)April/May 3)June/July & 4)Sept/Oct. Past practice has been to do an 1)Introduction 2)First Read 3)2nd Read/Adoption.

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	Convention Workshop Planning (not required)	<ul style="list-style-type: none"> ● Plan November Parkrose Legislative Tour Date in Town <ul style="list-style-type: none"> ○ Plan Handout ● Action - Announce Budget Committee Vacancies (DBEA) ● Action - Proposed Budget Calendar (DBC) ● Action - Final Draft Board & Superintendent Goals with Measures
November	Past Practice: <ul style="list-style-type: none"> ● Nothing required 	Prescott Elementary Feature Presentation Past Practice: <ul style="list-style-type: none"> ● Board & Superintendent Evaluation Planning ● OSBA Convention Report ● COSA Executive Leadership Council Update ● AVID Showcase ● Student Body ● ACTION - possible OSBA position votes
December	No Working Session in December	Sacramento Elementary Feature Presentation Past Practice: <ul style="list-style-type: none"> ● Law Conference Presentation ● More Board & Superintendent Evaluation (if needed) ● SIG update ● Final Audit
January	Past Practice: <ul style="list-style-type: none"> ● Discuss How To Report on the Board Member Goals ● Legislative Trip to Salem Planning ● Board Budget Workshop 	Shaver Elementary Feature Presentation Past Practice: <ul style="list-style-type: none"> ● Supplemental Budget Hearing ● School Board Appreciation Month ● Board Goals Data Report ● Budget Workshop Debrief ● Evaluation Work if needed ● Division 22 Assurances ● Graduation Rate Report ● Special Education Child Count ● ACTION - Supplemental Budget
February	Past Practice: <ul style="list-style-type: none"> ● OSBA Facilitated Training (not free) ● MESD Budget Committee Vacancy discussion (if applicable) 	Russell Elementary Feature Presentation Past Practice: <ul style="list-style-type: none"> ● Debrief OSBA Training ● ACTION - Set Open Enrollment and InterDistrict Transfer Counts ● ACTION - MESD Local Service Plan Menu ● SAT Report

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	<ul style="list-style-type: none"> ● Certified and Classified Appreciation Week Recognition Planning ● Budget Committee Interviews (if applicable) OSBA recommends this be done in September ● ACTION - Budget Committee Position Appointment 		<ul style="list-style-type: none"> ● Attendance Comparison Report ● Midyear Progress ● ACTION Classified Appreciation Resolution ● ACTION District Calendar
March	No Working Session March		Parkrose High School Feature Presentation Past Practice: <ul style="list-style-type: none"> ● ACTION - Extensions and Renewals (due 3.15 annually) ● More Evaluation Discussion if needed
March Budget Workshop/Training for Budget Committee			
April	Past Practice: <ul style="list-style-type: none"> ● School Improvement Presentation 		Parkrose Middle School Feature Presentation Past Practice: <ul style="list-style-type: none"> ● NSBA Presentation ● PHS Graduation Speaker Selected ● PEF Auction Report ● Job Fairs Report & Hiring Update ● Special Education Report Card ● English Language Plan ● Budget Meeting Recap ● ACTION - Teacher Appreciation Resolution
April Organizational Budget Meeting <ul style="list-style-type: none"> ● Superintendent Budget Message ● Elect Chair, etc ● First Look at Budget 			
May #2 Budget Meeting <ul style="list-style-type: none"> ● Budget Questions Answered ● ACTION - Vote to Approve if applicable 			
May	Past Practice: <ul style="list-style-type: none"> ● Board Requested Reports ● Summer Board 		Past Practice: <ul style="list-style-type: none"> ● Board Retiree Recognition ● Graduation Speech Deadline Set ● Board Retreat Date Set

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	Conference Planning		<ul style="list-style-type: none"> ● Equity & Wellness Policy Required Review Report ● AVID Summer Institute Plans ● Preview June Gallery Walk ● Hiring for Equity Guide ● Flowchart Discipline vs. Performance ● Summer Programs ● Summer Projects ● State Revenue Forecast
May #3 (optional) Budget Meeting <ul style="list-style-type: none"> ● If needed 			
June	Past Practice: <ul style="list-style-type: none"> ● K-12 Student Achievement Gallery Walk 		Past Practice: <ul style="list-style-type: none"> ● Required Budget Hearing ● Final Goals Data Report ● Discuss Chair and Vice Chair Elections ● August Retreat Planning ● Professional Development Report ● Student Body Report ● ACTION - MESD Emergency Assistance IGA ● ACTION - Amend Budget ● ACTION - Appropriate Budget

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