

AGENDA	CORBETT SCHOOL DISTRICT REGULAR SCHOOL BOARD MEETING MPB/Board Room/ZOOM-OWL 35800 E Historic Columbia River Highway Corbett, Oregon 97019	7:00 PM Wednesday, November 15, 2023
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- 1. PRELIMINARY BUSINESS
  - 1. Call to Order / Flag Salute
  - 2. Review and Acceptance of Agenda
  - 3. Board Chair Report Information/Discussion 3
  - 4. Re-designate Regular Meeting Dates, Time and Place Action Item 6
  - 5. OSBA Board of Directors Position 18 Action Item 7
  - 6. OSBA LPC Position 17 Action Item 21
  - 7. OSBA LPC Position 18 Action Item 25
  - 8. OSBA LPC Position 19 Action Item 29
  - 9. Resolution 1 OSBA Action Item 33
  - 10. Resolution 2 OSBA Action Item 53
- 2. Approval of Minutes Action Item 67
- 3. Introduction and Comments of Guests and Representatives 75
  - 1. Principal / Director/ Supervisor Reports 75
  - 2. Student Representative to the Board Information Item
- 4. FINANCIAL REPORTS / MATTERS
  - 1. Report Information Item 87
  - 2. Budget Calendar Re-Approval Action Item 98
- 5. Superintendent Fialkiewicz Report Information Item
  - 1. Enrollment Numbers/Application Process Update
  - 2. Update on Corbett School campus upgrades and/or grants
  - 3. Strategic Planning/Future Planning 99
- 6. CONSENT AGENDA
  - 1. **Consent agenda \*\*Resolution items 11.62-23\*\* through 11.68-23\*\* Action Items**
- 7. CURRICULUM
- 8. STUDENTS 100
- 9. TRANSPORTATION, BUILDINGS AND MAINTENANCE
- 10. CO-CURRICULAR ACTIVITIES
  - 1. RECESS from Public Session
- 11. Executive Session, if needed, held pursuant to ORS 192.660\_\_\_\_\_.
- 12. Personnel
  - 1. See 6.1
  - 2. See 6.1
  - 3. Vacant Positions Information Item

4.	See 6.1	
5.	See 6.1	
6.	See 6.1	104
13.	Policy	
1.	First Reading of Policies and Administrative Regulation Information Items	105
14.	Matters for the Good of the Order	
15.	COMING EVENTS	
1.	Wednesday, November 15, 2023 - Regular School Board Meeting in MPB/ZOOM via OWL, 7:00 p.m.	
	Thursday, November 16, 2023 - end of Trimester 1	
	Friday, November 17, 2023 - Assessment	
	Wednesday-Friday, November 22-24, 2023 - Thanksgiving Holiday break	
2.	December 20, 2023, Wednesday, Regular School Board Meeting at 7:00 p.m. in the MPB and via ZOOM/Owl	
16.	ADJOURNMENT	

# Corbett School District 39

Code: BD/BDA  
Adopted: 6/16/21

## Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. “Meeting” means the convening of a quorum of the Board as the district’s governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, i.e. a work session. The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. All meetings will be conducted in compliance with state and federal statutes. All Board meetings, including Board retreats and work sessions, will be held within district boundaries. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business.<sup>1</sup> No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation<sup>2</sup>, age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the notice.

If requested to do so at least 48 hours before a meeting held in public, the Board shall provide an interpreter for hearing-impaired persons. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice. Communications with all qualified individuals with disabilities shall be as effective as communications with others.

All meetings held in public shall comply with the Oregon Indoor Clean Air Act and the smoking provisions contained in the Public Meetings Law.

### 1. Regular, Special and Emergency Meetings

Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the organizational meeting in July and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

No later than the next regular meeting following July 1, the Board will hold an organizational meeting to elect Board officers for the coming year and to establish the year’s schedule of Board

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<sup>1</sup> ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction as long as no deliberations toward a decision are involved.

<sup>2</sup> As defined in ORS 174.100.

meetings. In Board election years (odd numbered years), the first meeting will be held no later than July 31.

Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may also be scheduled if less than a quorum is present at a meeting or additional business still needs to be conducted at the ending time of a meeting. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

## 2. Communications Outside of Board Meetings

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

Electronic communications may contain:

- a. Agenda item suggestions;
- b. Reminders regarding meeting times, dates and places;
- c. Board meeting agendas or information concerning agenda items;
- d. One-way information from Board members or the superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals) so long as that information is also being made available to the public;
- e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

E-mails sent to other Board members should have the following notice:

*Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by Public Records and Meetings Law.*

## 3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by the Public Meetings Law.

5. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with the state law on public meetings, including notice and minutes. The Board may make official decisions during a work session. Generally, Boards do not take official action during work sessions, although there is no legal prohibition to do so.

6. Executive Sessions

Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law. (See Board policy BDC - Executive Sessions)

END OF POLICY

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**Legal Reference(s):**

[ORS 174.100](#)

[ORS 174.104](#)

[ORS Chapter 192](#)

[ORS Chapter 193](#)

[ORS 255.335](#)

[ORS 332.040 to -332.061](#)

[ORS 433.835 to -433.875](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

41 OR. ATTY. GEN. OP. 28 (1980)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2016); 28 C.F.R. Part 35 (2016).

Americans with Disabilities Act Amendments Act of 2008.

OR. ATTY. GEN. Public Records and Meetings Manual (2014).

**Cross Reference(s):**

ACA - Americans with Disabilities Act

BDC - Executive Sessions

**CORBETT SCHOOL DISTRICT NO.39  
BOARD OF DIRECTORS  
MEETING DATES  
2023-2024**

3<sup>rd</sup> Wednesday of the month schedule except where noted\*

Jul 18, 2023*	JANUARY 17
AUGUST 16	FEBRUARY 21
SEPTEMBER 20	MARCH 13*
OCTOBER 18	APRIL 17
NOVEMBER 15	MAY 15
DECEMBER 20	JUNE 12*

Meetings will be held at 7:00 p.m. in the Corbett MPB/Board Room and via ZOOM online. Place, dates and time are subject to change, and notification will be provided, if a change should occur.

Board approved \_\_\_\_\_

Meeting32.docx



Robin Faye Lindeen Blakeley &lt;rlindeen@corbett.k12.or.us&gt;

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**OSBA Elections - Official ballots available**

1 message

**OSBA Information** <info@osba.org>

Fri, Oct 13, 2023 at 3:44 PM

To: Robin Lindeen-Blakeley &lt;rlindeen@corbett.k12.or.us&gt;

Dear Robin Lindeen-Blakeley:

Ballots are now available! Your board will be voting on OSBA Board of Directors, Legislative Policy Committee (LPC) representatives, and/or Resolutions. Print and preview your [Official Ballot](#) for your board's consideration. Your board's votes may be submitted using your Official Ballot between **November 15 and December 15, 2023**.

*Please make sure your board votes!* Ask your board chair to place the OSBA election on your next meeting agenda.

**Official ballot and materials:**

- Preview the [Official Ballot](#)
- View [Board of Directors candidate](#) information
- View [LPC candidate](#) information

**Other resources:**

- OSBA's [Election Center](#) containing all election information
- [2023 Elections Calendar](#)(PDF)

Sami Al-Abdrabbuh  
OSBA President-elect  
[osbaElections@osba.org](mailto:osbaElections@osba.org)





Election - OSBA 2023 - Multnomah Region (17 18 19)

**2023 OSBA Election**

**\* 1. Board of Directors Position 17**

No election this year for Board of Directors Position 17

Vote

**\* 2. Board of Directors Position 18 (Vote for one)**

- Kris Howatt, Gresham-Barlow 10
- Abstain
- No action taken

**\* 3. Board of Directors Position 19**

No election this year for Board of Directors Position 19

Vote

**\* 4. LPC Position 17 (Vote for one)**

- Brenda Rivas, Parkrose 3
- Abstain
- No action taken

**\* 5. LPC Position 18 (Vote for one)**

- Jessica Arzate, Multnomah ESD
- Abstain
- No action taken

**\* 6. LPC Position 19 (Vote for one)**

- David Linn, Centennial 28J
- Abstain
- No action taken

**\* 7. Resolution 1 - Creates the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee**

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

**\* 8. Resolution 2 - Adopts the proposed amendments to the OSBA Bylaws**

- Yes - adopt

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

**\* 9. Type the name of the district, ESD, or community college board that officially made this vote.**

**\* 10. Type the meeting date when the board officially made this vote.**

**\* 11. Type your name and title.**

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

Done

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[Privacy & Cookie Notice](#)

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

Date: September 6, 2023

TO: Sami Al-Abdrabbuh, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 29, 2023**

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

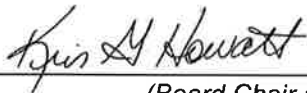
Dear Sami Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the  
Multnomah Region, Position # 18.

**BOARD CANDIDATE INFORMATION**

Name: Kris Howatt  
District/ESD/Community College: Gresham-Barlow School District  
Address: 1331 NW Eastman Parkway  
City: Gresham Oregon ZIP: 97030  
E-mail: howatt3@gresham.k12.or.us Phone: 503-830-3608

**This nomination was approved by official action of our board of directors at a duly called meeting on  
September 6, 2023  
(date)**



(Board Chair signature)

Board Chair name: Kris Howatt  
District: Gresham-Barlow School District  
Address: 1331 NW Eastman Parkway  
City, State, Zip: Gresham, OR 97030



# OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: Kris Howatt

Date: August 31, 2023

Address: 1558 NW 12th Court

City/Zip: Gresham 97030

Business phone: 971-220-0936

Residence phone: 503-830-3608

Cell phone: 503-830-3608

E-mail: Kris.Howatt@gmail.com

District/ESD/CC: Gresham-Barlow 10j

Term expires: 2027 Years on board: 23

Region: Multnomah



Position #: 18

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

**Kris G Howatt** Digitally signed by Kris G Howatt  
Date: 2023.08.31 20:31:36 -07'00'

August 31, 2023

Name

Date

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

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

OSBA exists to train and support locally elected school board members. They enable school board members to effectively serve the students in their respective community. OSBA provides a perspective beyond local districts, advocating at the State and National level.

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

Over the years, OSBA has become a "go-to" organization for education issues in the State. Our board members are invited to meet around key legislation, emerging issues, and trending developments. I want to continue to advance the impact of OSBA and maintain their relevance in the education sphere.

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

I do my research and make sure that I am including the relevant perspectives. I have been directly involved in OSBA's governance remodel, the realignment of OSBA goals, expanded opportunities for our students through CTE and the additional resources from the Corporate Activity Tax. My success in these endeavors hinged on bringing other supporters along and encouraging collaborative efforts. Future efforts will focus on meeting the needs of our marginalized students.

# OSBA Board of Directors

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

The divisive political polarization of education in the State. The changing demographics of our student population, and how to more effectively support students and their communities.

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

Supporting our diverse student population. Continuing to engage our newly elected board members in timely and appropriate training opportunities. Planning for what may be substantial funding impacts at the State & Federal level.

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

COVID adjustments provided a nice platform to view regional board meetings, but they weren't a perfect substitute for in-person conversation. Returning to in-person training, conferences, roundtables, and regional meetings can provide more meaningful engagement. Closer connections are also required with our respective Legislative Policy Committee members. We can also still utilize virtual, email, and phone communication methods.

**Please continue to the next section.**

# OSBA Board of Directors

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

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

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

Employers:

Dates:

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

High school:

College:

Degrees earned:

**Education honors and/or awards:**

**Other applicable training or education:**

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

**Hobbies/special interests:**

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

**Additional comments:**

## CANDIDATE'S DATA SHEET

To: OSBA Elections Coordinator

Name: **Kris G. Howatt**

Address: **1558 NW 12<sup>th</sup> Court  
Gresham, OR 97030-4922**

Business: **(971) 220-0936**

Residence: **(503) 830-3608 (preferred number)**

E-mail: **Kris.Howatt@gmail.com**

Fax: **--**

Be considered by the Nominating Committee for the following position:

**OSBA Board of Directors: Multnomah Region, Position 18**

Primary Occupation: **Small Business Owner – Feather Your Nest Quilt Store  
Director, Gresham-Barlow School District  
Director, Oregon School Boards Association**

Education Background: **Sam Barlow HS (1979) Honors - Gresham, Oregon  
Mt. Hood Community College – Gresham, Oregon**

- **Political Science Major (2010-2011)**
- **Desktop Computing (1986)**

Professional Experience: **Small Business Operation (2013-2023)**

- *Customer Service (online & in person)*
- *Skills Instruction & Demonstrations*

**Portland General Electric (PGE) - (1979-1994)**

- *Computer Specialist /Contract Administrator*
- *Computer Tech Support, Software trainer, Word Processing*
- *Meter Reader (field work, customer service), Utility Workman*

## **LOCAL LEADERSHIP EXPERIENCE**

1. Name of School District/Board of Education on which the nominee serves:

**Gresham-Barlow School District (GBSD)  
12,000 student enrollment/113,000 population**

2. Date of service on Local School board (including current term):

**December 2000 to present**

3. When does the current term expire?

**June 2027**

4. List all dates and offices that the nominee has held on the Local School Board:

<b>Chair</b>	<b>2010-2011, 2017-2019, 2023-2024</b>
<b>Vice Chair</b>	<b>2008-2009, 2014-2015, 2021-2023</b>
<b>Policy Review Committee</b>	<b>2010 - 2024</b>
<b>Classified - Interest-Based Bargaining Team</b>	<b>2012, 2016, 2020, 2023</b>
<b>Classified – Traditional Negotiating Team</b>	<b>2004, 2008</b>
<b>Licensed – Traditional Negotiating Team</b>	<b>2012, 2020, 2021, 2022, 2024</b>
<b>Continuous Improvement Plan Committee</b>	<b>2010-2011</b>
<b>Audit Review Committee</b>	<b>2008-2011, 2023-2024</b>
<b>Superintendent Search Committees</b>	<b>2001, 2003, 2009, 2011, 2017, 2021</b>
<b>Multnomah County Regional Equity</b>	<b>2019-2021</b>
<b>Wellness Committee/Nutrition Services</b>	<b>2004-2020</b>

5. Local Leadership experience in community (list community service such as church officer, other government experience, Chamber of commerce, etc.)

<b>GBSD Capital Bond Committee</b>	<b>2000, 2013, 2016</b>
<b>Member – Historic Downtown Gresham Business</b>	<b>2015-2023</b>
<b>Member – Gresham Chamber of Commerce</b>	<b>2014-2023</b>
<b>Market Mavens LLC – Investment Club {Treas.}</b>	<b>1997 - 2017</b>
<b>East Metro Legislative Forum Committee</b>	<b>2008, 2010</b>
<b>Parent Teacher Club {President, Sec, Treasurer}</b>	<b>1995-2001</b>

## STATE LEADERSHIP EXPERIENCE

### 1. State Association Leadership – Oregon School Boards Association

<u>Offices Held</u>	<u>Dates</u>
<b>Past President</b>	<b>2013</b>
<b>President</b>	<b>2012</b>
<b>President – elect</b>	<b>2011</b>
<b>Secretary/Treasurer</b>	<b>2009, 2010</b>
<b>Board of Directors</b>	<b>2006 – present</b>

### 2. State Association Committee Assignments

<b>OSBA Legal Assistance Trust (chair 2021, 2022, 2023)</b>	<b>2018 - 2023</b>
<b>OSBA Executive Director Search Committee</b>	<b>2012 - 2013</b>
<b>OSBA Policy Review Committee (co-chair)</b>	<b>2011 - 2012</b>
<b>OSBA Finance Committee</b>	<b>2009-10, 2012</b>
<b>OSBA Budget Committee</b>	<b>2009 - 2012</b>
<b>OSBA Executive Committee</b>	<b>2009 - 2013</b>
<b>OSBA Governance Review Committee</b>	<b>2007 - 2008</b>
<b>OSBA Legislative Policy Committee</b>	<b>2006 – present</b>
<b>NSBA Annual Conference Delegate</b>	<b>2011 (alt.), 2012</b>
<b>OR Dept. of Education – <i>Talented &amp; Gifted Task Force (SB-990) – co-chair</i></b>	<b>2011-2012</b>
<b>OR Dept. of State Lands – <i>Remediation and Rulemaking Advisory Committee</i></b>	<b>2011-2012</b>
<b>“Courageous Conversations” (CFEE) Graduate <i>(Coaching for Education Equity)</i></b>	<b>2010</b>

3. Other State Association Leadership Experience

<b>OSBA Board Member of Color Caucus</b>	<b>2018 - Present</b>
<b>Statewide Regional Tours</b>	<b>2012</b>
<i>{Over the course of 6 weeks (September thru October), 17 regional meetings, visiting 600+ board members, traveling 4500 miles throughout the state of Oregon}</i>	
<b>OSBA Annual Convention Speaker</b>	<b>2011, 2012</b>
<b>OSBA <u>Leadership Institute</u> Platinum Level</b>	<b>2011</b>
<b>NSBA School Board Recognition</b>	<b>2010</b>
<i>(School Board Leadership – 1 of 3 in Oregon to receive)</i>	
<b>OSBA <u>Leadership Oregon</u> Certification</b>	<b>2007</b>
<b>OSBA <u>Leadership Institute</u> – GBSD Board Award</b>	<b>2005 – 2009</b>
<i>(Commitment to ongoing professional development – 5 years)</i>	

**NATIONAL SCHOOL BOARDS ASSOCIATION EXPERIENCE**

1. National Leadership Experience

<b>Pacific Region Vice Chair</b>	<b>2013</b>
<b>Pacific Region Policy/Resolution Chair</b>	<b>2013</b>

2. NSBA Committee Assignments

<b>Pacific Region Nominating Committee</b>	<b>2011 (December)</b>
<b>Pacific Region Policies/Resolutions – alternate</b>	<b>2011, 2012</b>
<b>NSBA Credentials Committee</b>	<b>2011 (April)</b>

3. Other National Association Leadership Experience

<b>Native American Caucus Member</b>	<b>2011, 2012</b>
<b>NSBA President’s Retreat</b>	<b>2011</b>
<b>Pacific Region Meetings, delegate</b>	<b>2011 - 2013</b>
<b>Pacific Region Meetings, non-delegate</b>	<b>2009, 2010</b>
<b>Federal Relations Network (Advocacy Institute)</b>	<b>2008 – 2019, 2023</b>
<b>NSBA Equity Symposium</b>	<b>2016 – 2019, 2023</b>
<b>NSBA National Conferences</b>	<b>2005/2007/2010-13/2016-19/2022</b>



**NOMINATION FORM**  
**OSBA LEGISLATIVE POLICY COMMITTEE (LPC)**  
**REGIONAL MEMBER**

Date 9.29.23

TO: Sami Al-Abdrabbuh, OSBA President-Elect  
Oregon School Boards Association 1201 Court  
St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 29, 2023.**

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

Dear Sami Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Brenda Rivas Region, Position # 17.

**LPC CANDIDATE INFORMATION**

Name: Brenda Rivas  
District/ESD/Community College: Parkrose  
Address: 12536 NE Siskiyou St,  
City: Portland Oregon ZIP: 97230  
E-mail: brenda\_rivas@parkrose.k12.or.us Phone: 503-708-8049

**This nomination was approved by official action of our board of directors at a duly called meeting on**  
9.25.23  
**(date)**



(Board Chair signature)

Board Chair name: Brenda Rivas  
District: Parkrose  
Address: 10636 NE Prescott Street  
City, State, Zip: Portland, OR 97220



# OSBA Legislative Policy Committee CANDIDATE QUESTIONNAIRE

Name: Brenda Rivas

Date: 09/29/23

Address: 12536 NE Siskiyou St

City/Zip: Portland 97230

Business phone: 503-708-8049

Residence phone: 503-708-8049

Cell phone: 503-708-8049

E-mail: brenda\_rivas@parkrose.k12.or.us

District/ESD/CC: Pakrose School District

Term expires: 06/30/2027 Years on board: 1.5

Region: Multnomah County



Position #: 2

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

Brenda Rivas

9/29/2023

Name

Date

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

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

To gain more knowledge on how decisions are made and how they affect our students and schools.  
To be given the opportunity to use the voice of my community as decisions are made.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

I currently hold the Chair position for our school board, I have been in a leadership role in health care for the past 15 years, leading teams, mentoring, leading projects, I was also the Chair for the Parkrose Athletic Boosters for 3 years and helped organize fundraising, and lead community events.

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

1. Continuing to advocate for Adequate funding
2. Legislative decisions that are made that are not funded that affect districts or changes in policies that are not vetted completely that have a direct impact on our students and staff.

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

1. Funding
2. As smaller district left out of conversations that affect us more than larger districts.

5. What is your plan for communicating with boards in your region about legislative issues?

I will add it as a standing agenda item to be able to communicate to my school board and participate in meetings with other school boards that are part of the LPC.

23

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

Deadline: September 29, 2023, 5 p.m.

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

# OSBA Legislative Policy Committee

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

2019 - 2022 Parkrose Athletic Boosters, held Chair and Vice Chair positions  
2022 - 2023 Parkrose School Board, appointed and elected in the special elections and currently hold the Chair position

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

None

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

Employers:

Dates:

Kaiser Permanente  
Providence Health and Services

1/2/23 - Present  
10/3/01 - 12/21/22

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

High school: Crenshaw High School, Los Angeles, CA 1990 - 1994

College: Warner Pacific College, 2010-2014 and Concordia University 2017-2018

Degrees earned: Bachelor in Health Care Administration and Master in Business

**Education honors and/or awards:**

**Other applicable training or education:**

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

**Hobbies/special interests:**

Volunteering, writing, and traveling

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

Providence Latinx Caregiver Resource Group, Chair and Co Chair 2019-2022

**Additional comments:**

**NOMINATION FORM  
OSBA LEGISLATIVE POLICY COMMITTEE (LPC)  
REGIONAL MEMBER**

Date 9/26/23

TO: Sami Al-Abdrabbuh, OSBA President-Elect  
Oregon School Boards Association 1201 Court  
St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 29, 2023.**

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

Dear Sami Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Multnomah Region, Position # 18.

**LPC CANDIDATE INFORMATION**

Name: Jessica Arzate  
District/ESD/Community College: Multnomah ESD  
Address: 18382 SE Stephens St.  
City: Portland Oregon ZIP: 97233  
E-mail: jarzate@mesd.k12.or.us Phone: 562-394-7765

**This nomination was approved by official action of our board of directors at a duly called meeting on**  
9-9-23  
**(date)**



(Board Chair signature)

Board Chair name: Katrina Doughty  
District: Multnomah ESD  
Address: 11611 NE Ainsworth Circle  
City, State, Zip: Portland, OR 97220



# OSBA Legislative Policy Committee CANDIDATE QUESTIONNAIRE

Name: Jessica Arzate

Date: 9/29/23

Address: 18382 SE Stephens St

City/Zip: Gresham/97233

Business phone: na

Residence phone: na

Cell phone: (562)394-7765

E-mail: jarzate@mesd.k12.or.us

District/ESD/CC: Multnomah ESD

Term expires: 2025 Years on board: 6

Region: Multnomah



Position #: 18

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



9/29/23

Name

Date

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

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

My hope is to lend my expertise and leadership in PK12 Education and represent my community of East Portland. My hope is also to work on shifting power across the state and within school districts to promote equitable education. It is my mission to help elevate and strengthen the voices of students of color and students who experience the most systemic

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

My leadership style is collaborative, innovative, and driven by racial equity. I have supported the facilitation for a collective of 60 regional, cross-sector partners working together to ensure that all systems are ready to serve all of our kids on their journey to kindergarten and beyond. I've co-led the development of design criteria and an initial list of potential metrics for the

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

There has been historic investment in education equity through Student Success Plans. OSBA's legislative priorities should be to maintain full funding for the implementation of those plans and to hold districts accountable to improving outcomes called out in those plans. I would also say the second most challenging issue for OSBA will be regarding its role in Board

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

Student retention (high mobility rates) due to gentrification and lack of affordable housing and la

5. What is your plan for communicating with boards in your region about legislative issues?

My plan is to create meaningful platforms of communication that align with existing regional efforts. First and foremost, I want to listen to my colleagues and be responsive to the unique challenges and opportunities of each district ~~in~~ my current MESD Zone. I cover all of David  
Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

**Deadline: September 29, 2023, 5 p.m.**

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

# OSBA Legislative Policy Committee

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

Multnomah ESD Board Vice- Chair 2020-2021; Multnomah ESD Chair 2021-2022  
Superintendent Evaluation Committee 2017-Present; Committee Chair 2018-2019  
Oregon Association of ESDs Governance Council 2017-2019; Multnomah ESD Representative  
Regional Equity Task Force 2018-Present; Design Team Member Fall 2018; Multnomah ESD  
**Other education board positions held/dates:**

National School Board Association 2018 Delegate Assembly Member  
College of Education Graduate Student Association 2011-2013; Founding Vice-President

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

Employers:

Dates:

Greater Than PDX; Chief Impact Officer August 2017-  
Present

United Way of the Columbia-Willamette; Early Learning  
Multnomah Hub Manager: 2015-2017

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

High school: Millikan High School, Long Beach, CA 2004

College: University of California, Irvine 2009; California State University, Long Beach 2013

Degrees earned: BA in Anthropology; Minor in Medical Anthropology and Gender Studies 2009; M.Ed

**Education honors and/or awards:**

Bi-Literacy Seal  
Dean's List

**Other applicable training or education:**

Hispanic Metropolitan Chamber of Commerce Leadership Program 2015

ColorPAC 2017

Center for Equity and Inclusion; Reframing Racism 2015; 2016; 2017-2018

CoCreative: Collaborative Leadership Essentials Training 2019

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

Women's Foundation of Oregon; Grants Committee 2014-2022; Committee Chair 2017-2019

Women's Foundation of Oregon Board Member 2017-2022; Vice President 2017-2019; Treasurer  
2021

Ethnic Studies Advisory Group (HR 2845) 2018-2019

**Hobbies/special interests:**

Long Distance Running, Hiking, Mountaineering, Basketball, playing the piano,  
and creating music with my significant other.

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

Women's Foundation of Oregon Member 2014-Present

City Club of Portland- Civic Scholars Ambassador 2015-2016

East County Rising Member 2018-Present

Regional Kindergarten Readiness Network Design Team Member: 2018-2022

**Additional comments:**

Experience in developing, designing, and implementing strategic plans

Experience in facilitating groups with an overt emphasis on equity and equity lens

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

Deadline: September 29, 2023, 5 p.m.

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

**NOMINATION FORM**  
**OSBA LEGISLATIVE POLICY COMMITTEE (LPC)**  
**REGIONAL MEMBER**

Date 9/28/2023

TO: Sami Al-Abdrabbuh, OSBA President-Elect  
Oregon School Boards Association 1201 Court  
St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 29, 2023.**

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

Dear Sami Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Multnomah Region, Position # 19.

**LPC CANDIDATE INFORMATION**

Name: David Linn  
District/ESD/Community College: Centennial School District  
Address: 16022 SE Grant Street  
City: Portland, Oregon ZIP: 97233  
E-mail: dlinnpdx@gmail.com Phone: 503-390-1593

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

9/27/2023

**(date)**



(Board Chair signature)

Board Chair name: Rose Solowski  
District: Centennial School District  
Address: 18135 SE Brooklyn Street  
City, State, Zip: Portland, Or 97236



# OSBA Legislative Policy Committee CANDIDATE QUESTIONNAIRE

Name: David Linn

Date: 9/29/23

Address: 16022 SE Grant St.

City/Zip: Portland 97233

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

Residence phone: \_\_\_\_\_

Cell phone: 503-309-1593

E-mail: dlinnpdx@gmail.com

District/ESD/CC: Centennial

Term expires: 2025 Years on board: 2+

Region: Multnomah



Position #: 19

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

David Linn

9/29/23

Name

Date

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

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

Serve as a conduit for information and collaboration with my fellow school board members.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

I bring a detail oriented approach to reviewing the matter at hand. Early at Centennial I challenged the old way of surplus property disposal and we were able to realize a sizeable increase in property sales.

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

Advocating for the state school funds. Finding ways to serve a wide variety of districts with different needs.

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

Getting sufficient funding to recruit and retain a diverse workforce when that workforce and community is facing rising housing unaffordability. Students facing unsafe streets, gun violence, and lethal illicit drugs.

5. What is your plan for communicating with boards in your region about legislative issues?

I have no problem communicating through a variety of means including online or in-person meetings and attendance at OSBA events.

# OSBA Legislative Policy Committee

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

Board delegate to collective bargaining.

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

Board delegate to Multnomah ESD Budget Committee (2024).

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

Employers:

Dates:

State of Oregon - Board of Examiners for  
Speech-Language Pathology & Audiology

12/2012 - Current

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

High school: Madison (Now McDaniels)

College: Portland State University

Degrees earned: BA - History / Political Science ; Masters of Public Administration - Local Gov.

**Education honors and/or awards:**

PSU - Achievement Award for Professional Development (2014-2015)

**Other applicable training or education:**

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

**Hobbies/special interests:**

Woodworking; Basketball; Billiards

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

Chair (2007 & 2017-18), Vice-Chair - Montavilla Neighborhood Association; Chair (2022-Current) - Centennial Community Association; Member (2020-Current) - Centennial Neighborhood Emergency Team

**Additional comments:**

32

Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301  
Deadline: September 29, 2023, 5 p.m.

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



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**Resolution to Ammend the OSBA's 2018 Bylaws**

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

**WHEREAS**, in 2017, through a vote of the Membership, OSBA was incorporated under ORS Chapter 65 to nonprofit status and Bylaws replaced the Constitution.

**WHEREAS**, in 2018, through a vote of the Membership, the Bylaws were amended to expand the OSBA Board of Directors and the Legislative Policy Committee with representatives from the School Board Members of Color Caucus.

**WHEREAS**, The Bylaws have not been amended since 2018, the OSBA Board of Directors determined, based on its review of the proposed changes, that it was in the membership's best interest to amend the Bylaws; and

**WHEREAS**, the following only reflects a high-level overview of the proposed changes, all changes are reflected in the proposed bylaws.

- Clarification of the Membership voting process for both resolutions and bylaw amendments.
- Clarification of an exception to the term limits for the OSBA director serving as immediate past president.
- Clarification of the definition of a quorum for the OSBA Board of Directors.
- Combining the Finance and Budget Committees and outline the terms of the members.
- Adding a Rural School Boards Caucus representative to the Board of Directors and the Legislative Policy Committee (LPC).
- Adding language to reflect the School Board Members of Color Caucus representation on the LPC, which was inadvertently omitted during the 2018 amendment.
- Adding information regarding the PACE Board of Trustees under the Committees and Caucus section of the Bylaws.
- Adding language stating caucuses must comply with OSBA policies/guidelines and adding language to establish the Rural caucus.
- Edits to grammar, punctuation, and language for readability.

**WHEREAS**, after reviewing the recommended OSBA Bylaws as proposed by staff and legal counsel, the OSBA Board of Directors supports the recommendation to amend the Bylaws:

**THEREFORE, BE IT RESOLVED** by the OSBA Board of Directors that the proposed Bylaws be submitted to the membership for consideration during the 2023 OSBA election; and

**BE IT FURTHER RESOLVED** that the proposed Bylaws and a copy of this resolution be forwarded to all member boards of the Association in accordance with the OSBA Board of Directors adopted elections calendar.



# BYLAWS

As Amended by the Membership: December 2018  
Suggested Revisions: September 23, 2023

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## SECTION 1 PURPOSE

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

**B.A.** To work for the general advancement and improvement of the education of all public school children of the State of Oregon.

**B.B.** To gather and disseminate information pertinent to the successful operation of public schools.

**B.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.

**B.D.** To work for adequate and dependable financial support for the public schools of this state.

**B.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.

**B.F.** To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.

**B.G.** To study and interpret educational programs and to relate them to the needs of pupils.

**B.H.** To promote public understanding of the role of school boards and school board members in the improvement of education.

**B.I.** To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.

**B.J.** To endeavor to implement the policies, beliefs and resolutions of the Association members and board of directors.

**B.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.

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

**2.4 Voting Power.**

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

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

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

- (d) K-12 Local Districts with an ADMr ~~between~~ of 39,000.1 and above 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 30th. The board of directors shall distribute all timely submitted resolutions, together with an official ballot, to the members no later than October 15. Members shall vote by ballot submitted to the board of directors no later than December 15.

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

## **2.6 Regional Election of Directors and LPC Members**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

~~**2.13 Quorum and Voting.** A quorum of the members shall consist of those votes represented at a meeting of the members. If a quorum is present when a vote is taken, the affirmative vote of a majority of the votes represented and voting when the action is taken is the act of the members except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of members. 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.~~

~~**2.1.4 Approval:** With the exception of approving amendments to the Association's bylaws, which is outlined in Section 7.1 of these bylaws, approval by written ballot is effective when:~~

~~2.14.1 The number of votes cast by ballot equals or exceeds a quorum of the members;  
and~~

~~2.1.4.2 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 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of ~~a 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 24-25 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 an officer~~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 regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, one designated director as defined in the bylaws of the Oregon Rural School Boards Caucus and ex-officio nonvoting members as delineated in Section 3.5.4.

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

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

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

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

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

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

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

**3.6 Vacancies.** In the event that any director position, other than the immediate past president is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. If the board of directors cannot recruit a candidate from the region, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term. If there is a vacancy in ~~an OSBA caucus-designated director position~~ the Members of Color Caucus' director position, then the ~~Caucus-caucus~~ shall, as set forth in Section 3.5.3, appoint a new Caucus caucus officer-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 Meetings.** An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting. All other meetings are special meetings. A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. The board of directors may hold annual, regular or special meetings at any location in ~~or out of~~ the State of Oregon.

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

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

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

~~**3.123.13 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.~~

~~**3.133.14 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.

**3.143.15 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.

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

## SECTION 4 COMMITTEES AND CAUCUSES

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

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

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

(a) 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.

(b) The finance committee shall operate within the guidelines of the corporation's investment policy guidelines and the Finance Committee Operating Manual Guidelines.

**4.1.24.1.3 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. The LPC also advises the executive director and staff during legislative sessions.

(b) Composition. The LPC shall be composed of the voting members of the board of directors and the regional representatives elected under the procedures defined in 4.1.3(c) and (d) and one designated voting member as defined in the bylaws of the Oregon School Board Members of Color Caucus and the Oregon Rural School Boards Caucus. All committee members must be elected or appointed directors of a member. The vice president of the ~~board~~ board of directors shall chair the LPC.

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

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

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

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 bylaws Restated Trust Agreement, the PACE trustees shall nominate trustee candidate(s) to the OSBA board of directors. The nominees shall be elected by 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.

(a) 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** Clearly articulate the vision, mission and goals of the Caucus.

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

**4.4.3** Comply with Association policies and guidelines.

~~4.4.3~~ **4.4** Caucuses shall be added or eliminated to this provision through the amendment process described in these bylaws.

~~4.4.5~~ With the adoption of this section, the The Oregon School Board Members of Color Caucus is was established by a vote of the membership in 2018.

~~4.4.5~~ With the adoption of this sections, the Oregon Rural School Boards Caucus is established.

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

## **SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS**

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

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

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

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

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

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

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

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

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

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

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

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

## SECTION 6 NONDISCRIMINATION

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

## SECTION 7 GENERAL PROVISIONS

### 7.1 Amendment of Bylaws.

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

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

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

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

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

~~7.1.27.1.6~~ Whenever an amendment or new bylaw is adopted, it shall be copied in the minute book with the original bylaws in the appropriate place. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be stated in such book and place.

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

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

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

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

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

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

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

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

\* \* \* \* \*

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 14, 2018. The original bylaws were duly adopted by the Board of Directors of OSBA on September 15, 2017, and approved by the membership on December 15, 2017.

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Crosswalk for OSBA Proposed Bylaw changes  
 New language is underlined; deleted language is ~~struck through~~; and moved language is **highlighted**.

Section	Proposed Language	What changed
2.12	<p><b>Action by Written Ballot.</b> Any action required <u>of the members will be taken by written ballot and <del>or permitted to be taken at a members' meeting may be taken without a meeting</del> if the Association will deliver a written ballot to every member entitled to vote on the matter. A written ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action. Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast is the same as the number of votes cast by ballot. A written ballot shall set forth each proposed action, indicate the number of responses needed to meet the quorum requirements, state the percentage of approvals necessary to approve each matter, and specify a reasonable time by which a ballot must be received by the Association in order to be counted.</u> Once delivered, a written ballot may not be revoked.</p>	<p>This is a major edit that clarifies the process for membership voting. The current language assumed voting by the membership might take place in a face-to-face meeting, which will never occur as we consider our members to be school boards, esd board and community college boards and not individuals board members. This change clarifies the process of action of the membership by written ballot.</p> <p style="text-align: right;">53</p>
2.13	<p><del>Unanimous Written Consent. Any action required or permitted to be taken at a members' meeting may be taken without a meeting if the action is taken by all members entitled to vote on the matter. The action shall be evidenced by one or more written consents describing the action taken, signed by each member, and included in the minutes or filed with the corporate records reflecting the action taken. Action taken under this section is effective when the last member entitled to vote on the matter signs the consent, unless the consent specifies an earlier or later effective date.</del></p>	<p>Language removed as the organization only allows membership voting via a written ballot. (See above).</p>
2.1.4-2.1.3	<p><del><b>Quorum and Voting.</b> A quorum of the members shall consist of those votes represented at a meeting of the members. If a quorum is present when a vote is taken, the affirmative vote of a majority of the votes represented and voting when the action is taken is the act of the members except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of members. 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.</del></p>	<p>Edited to clarify the definition of a quorum.</p>
2.1.4	<p><b>Approval:</b> With the exception of approving amendments to the Association's bylaws, which is outlined in Section 7.1 of these bylaws, approval by written ballot is effective when:</p> <p><u>2.14.1 The number of votes cast by ballot equals or exceeds a quorum of the members; and</u></p>	<p>Edited to clarify what is needed for approval when the membership is voting by ballot.</p>

Section	Proposed Language	What changed
	2.1.4.2 The number of approvals equals or exceeds a majority of the number of returned ballots.	
3.2	<u>Qualifications.</u> 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.	Edit to specify an exception for the past president position only.
3.3	<b>Number.</b> The board of directors shall consist of not fewer than three nor more than <del>24</del> 25 persons. The number of directors may be fixed or changed periodically, within the minimum, and maximum by the members.	Edit to account for Rural Caucus appointee to the Board of Directors.
3.4.3	If a director serving as an <del>officer</del> 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.	New language added to specify an exception for the past president position only.
3.5	<b>Composition.</b> The board of directors will be comprised of up to 23 regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, one designated director as defined in the bylaws of the Oregon Rural School Boards Caucus and ex-officio nonvoting members as delineated in Section 3.5.4.	Edit to correct grammar and new language added to add the Rural Caucus appointee to the Board of Directors.
3.5.3	<b>Designated Representatives.</b> In accordance with their bylaws, caucuses of OSBA, <del>the Oregon School Board Members of Color Caucus shall appoint an officer a representative of the Caucus to serve as a director of the Association. The appointee, as defined in the Caucus bylaws representative must, shall</del> 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.	Edit to account for Rural Caucus appointee to the Board of Directors and any future Caucus.
3.6	<b>Vacancies.</b> In the event that any director position, other than the immediate past president is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. If the board of directors cannot recruit a candidate from the region, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term. If there is a vacancy in an OSBA caucus-designated director position, <del>Members of Color Caucus' director position,</del>	Edit to account for Rural Caucus appointee to the Board of Directors and any future Caucus.

Crosswalk for OSBA Proposed Bylaw changes  
 New language is underlined; deleted language is ~~struck through~~; and moved language is highlighted.

	then the <del>C</del> caucus shall, as set forth in Section 3.5.3, appoint a new <del>C</del> caucus <del>officer</del> <u>representative</u> to serve the remaining term.	
Section	Proposed Language	What changed
3.12	<b>Quorum and Voting.</b> A quorum of the board of directors shall consist of a majority of the number of directors in office <u>at the time</u> the meeting begins. If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.	Edited to clarify the definition of a quorum for the OSBA Board of Directors. Highlighted text was moved to section 3.13.
3.13	<b>Voting.</b> 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.	Language moved from section 3.12 but there is no change to current language.
2.1.2	<p><b>Finance Committee.</b> The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the Association secretary/treasurer and vice president, one Association board director from the PACE board, one district business official and one at-large board member. The finance committee shall operate within the guidelines of the corporation's investment policy and the Finance Committee Operating Manual.</p> <p>(a) <u>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.</u></p> <p>(b) The finance committee shall operate within <del>the guidelines of</del> the corporation's investment <del>policy</del> <u>guideline(s)</u> and the Finance Committee Operating <del>Manual</del> <u>guideline.</u></p>	<p style="text-align: right;">55</p> <p>Highlighted struck out language moved to (b).</p> <p>New language added related to the terms finance committee members.</p> <p>Language moved from 2.1.2 and edited language to reflect the committee's use of guidelines and not policies.</p>
4.1.3 (b)	<u>Composition.</u> The LPC shall be composed of the voting members of the board of directors and the regional representatives elected under the procedures defined in 4.1.3(c) and (d) <u>and one designated voting member as defined in the bylaws of the Oregon School Board Members of Color Caucus and the</u>	Added language to add the School Board Members of Color caucus, which was inadvertently omitted during the previous amendment. Added language to include the Rural School Boards Caucus.

Crosswalk for OSBA Proposed Bylaw changes  
 New language is underlined; deleted language is struck through; and moved language is highlighted.

	<p>Oregon Rural School Boards Caucus. All committee members must be elected or appointed directors of a member. The vice president of the board of directors shall chair the LPC.</p>	
Section	Proposed Language	
What changed		
<p>4.14</p> <p>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.</p> <p>(a) 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.</p>	<p>4.4</p> <p><b>Caucuses</b></p> <p>Comply with Association policies and guidelines.</p> <p>The Oregon School Board Members of Color Caucus is established by a vote of the membership in 2018.</p> <p>4.4.5</p> <p>4.4.6</p> <p>With the adoption of this sections, the Oregon Rural School Boards Caucus is established.</p>	<p>95</p>
<p>This is new language to add PACE Trustees under the Committees and Caucus section and to outline the process for appointment as well as the terms of the members.</p> <p>New language stating caucuses must comply with OSBA policies/guidelines.</p> <p>Edited language outlining when the OSBMCC was established.</p> <p>New language to establish the Rural caucus.</p>		<p>4.4</p> <p>4.4.3</p> <p>4.4.5</p> <p>4.4.6</p>
<p>Section 7.1</p> <p>7.1.1</p> <p><b>Amendment to bylaws</b></p> <p>Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors. <del>Amendments must be approved by a vote of two-thirds majority of the members at any regular or special meeting.</del> 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. <del>Such notice shall be provided by US mail or email at least 15 days prior to the member meeting at which the vote will take place.</del></p> <p>This section was edited for clarity and readability. No substantial change to content. The highlighted language was moved to the next paragraph but there was no change to the language.</p>		<p>Section 7.1</p> <p>7.1.1</p>

Crosswalk for OSBA Proposed Bylaw changes  
 New language is underlined; deleted language is ~~struck through~~; and moved language is **highlighted**.

7.1.2	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.	This language was moved from the section above with no changes.
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Section	Proposed Language	What changed
7.1.3	<b>Action by Written Ballot:</b> 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.	This is new language to outline the process of voting on bylaw changes.
7.1.4	<b>Approval:</b> 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.	Language added to clarify approval of the membership on bylaw changes. <span style="float: right;">57</span>
7.1.5	<b>Quorum:</b> 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.	Language added to clarify the definition of a quorum for action on bylaw changes.

Minor Edits

Section	Proposed Language
1	<b>Purpose:</b> No change to language – formatting change only
2.4.2	<b>Voting Power/Resolution:</b> (d) K-12 Local Districts with an ADMr <del>between of 39,000.1 and above</del> or more shall have five votes.
3.1	<b>Powers.</b> Except as provided under Section 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of <del>a</del> the board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.
3.5.2	<b>Regional Election.</b> The nomination and election of directors shall be in accordance with the elections calendar <u>annually</u> adopted by the board.
3.9	<b>Meetings.</b> An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting. All other meetings are special meetings. A special meeting of the

Crosswalk for OSBA Proposed Bylaw changes  
New language is underlined; deleted language is ~~struck through~~; and moved language is **highlighted**.

board of directors may be called by the president or the president-elect or 20 percent of the board of directors. The board of directors may hold annual, regular or special meetings at any location in <del>or out of</del> the State of Oregon.	4.1.3
<b>Legislative Policy Committee.</b> The board of directors shall maintain a <u>Legislative Policy Committee (LPC).</u>	



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

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

**WHEREAS**, the Oregon Rural School Board Advisory Committee has been active and publicly supported by OSBA’s Board of Directors since April 22, 2022; and has developed a mission statement and goals; and has established bylaws; and

**WHEREAS**, the Advisory Committee is ready to elect officers and their Rural Leadership Assembly; and

**WHEREAS**, the Advisory Committee has articulated its mission as follows: “To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities.”

**WHEREAS**, OSBA’s Board of Directors recognizes the importance of the Advisory Committee's value and mission; and

**WHEREAS**, the Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon Rural School Board Members Caucus 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 a Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2023 OSBA election; and

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

*Submitted by: OSBA Board of Directors*

# **BYLAWS**

**OREGON RURAL SCHOOL BOARD MEMBERS CAUCUS**

**OF THE**

**OREGON SCHOOL BOARDS ASSOCIATION**

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## ARTICLE 1

### CHARTER

The Oregon School Boards Association (the "OSBA") exists solely to perform essential governmental functions and all of 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 rural students.

To this end, The OSBA Board of Directors has formally recognized the Oregon Rural School Board Members 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 Rural School Board Members Caucus of the Oregon School Boards Association (OSBA).

**2.2 Mission:** To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities.

**2.3 Goals:**

2.2.1 To elevate the voice of rural school districts and recognize their unique needs.

2.2.2 To build and maintain collaborative relationships between OSBA and rural school boards.

2.2.3 To develop, promote, and advance legislation supporting rural schools and understand the impact of statewide legislation to each rural community and district.

2.2.4 To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities.

2.2.5 To support school boards in rural communities by prioritizing professional development of rural board members and bringing training and other resources to rural areas.

## 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 serve a school district with a population density of less than 200 people per square mile and/or total school district population less than 20,000 people.* All board members of Oregon Education Service Districts are eligible to participate in the Rural Caucus. If a school board member or district does not meet the aforementioned qualification but feels they are indeed a rural district, an appeal process will be available as outlined in policy. Caucus members may participate in all discussions, vote, and serve as an officer of the Caucus. Members must attend the meeting in person (or virtually) *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/Treasurer.

## 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 (or virtually) within Oregon as designated by the President or the Executive Committee.

### 5.3 Notice.

5.3.1 Notice and agenda of every annual meeting, regular or special meeting of members, stating the time and place thereof, shall be posted to the OSBA website, no less than 14 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. Minutes from each meeting shall be posted to the OSBA website.

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.

## ARTICLE 6

### Rural Leadership Assembly

6.1 **Composition.** The Rural Leadership Assembly of the Caucus shall consist of 9 members, and shall include *one representative from each OSBA district with 10 or more districts defined as rural ( Regions 1, 2, 4, 6, 9, and 14), plus 3 at-Large* members. The executive committee (President, Vice-President, Secretary/Treasurer) shall be elected from the body of the Rural Leadership Assembly by the members of the Rural School Board Members Caucus.

6.2 **Terms.** **The Rural Leadership Assembly members shall each serve two-year terms. The President, Vice-President & Secretary/Treasurer shall each serve a one-year term. The President, 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.** Rural Leadership Assembly members may be nominated by either (a) the nominating committee, or (b) 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. Positions 1, 4, 9, and at large #1 shall be elected in even numbered years, and positions 2, 6, 14, at large #2 and at large #3 shall be elected in odd 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.

6.4.2 Vice President. The Vice President shall have such duties as from time-to-time may be assigned by the Executive Committee, and in the absence of the President, the Vice-President shall have and perform all the powers and duties of the President.

6.4.3 Secretary/Treasurer. The Secretary/Treasurer shall keep the minutes and records 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. The Secretary/Treasurer shall maintain a roster of the current membership. The Secretary/Treasurer shall have the responsibility for receiving and disbursing all funds related to the Caucus in coordination with the OSBA liaison. The Secretary/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.

**6.5 Resignation.** A Leadership Assembly member may resign by filing a written resignation with the President or Secretary/Treasurer 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 Leadership Assembly at the next regular or special meeting.

**6.7 Removal.** Any member of the Leadership Assembly who misses more than two meetings out of any four consecutive meetings, *unless they are* excused by the Executive Committee for a valid reason, may *have their* position vacated by action of the Leadership Assembly.

## ARTICLE 7

### EXECUTIVE COMMITTEE

**7.1 Composition.** There shall be an Executive Committee made up of the President, Vice-President, and Secretary/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) Members of the Executive committee will be elected from the Rural Leadership Assembly.

**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 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 may establish committees of 2 or more members to serve at the discretion of the President. These committees would consist of such persons and perform such duties as the President designates from time to time; provided, however, that 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 Leadership Assembly.

**ARTICLE 9**

**SEAT ON THE OSBA'S BOARD OF DIRECTORS AND LEGISLATIVE POLICY COMMITTEE**

9.1 The Caucus shall appoint one officer from the Rural Leadership Assembly to serve as liaison to the OSBA Board of Directors and to be a voting member of the OSBA Board of Directors for a two year term. That liaison shall hold all of the rights and responsibilities of a member of the OSBA Board of Directors.

9.2 The Caucus shall appoint one member from the Rural Leadership Assembly to serve on the Legislative Policy Committee for a term of two years.

**ARTICLE 10**

**GENERAL PROVISIONS**

**10.1 Amendment of Bylaws**

10.1.1 Bylaws may be altered, amended, or replaced by a majority vote of the members of the Caucus who are present and voting at the annual meeting.

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.

\*\*\*\*\*

The foregoing charter was adopted by the active membership of the OSBA Rural Caucus on (\_\_\_\_)month (\_\_\_\_) date (\_\_\_\_) year.

Regular School Board Meeting  
10/18/23

In person:

Michelle Vo, Bob Buttke, Ben Byers, Jeanne Swift, Leah Fredericks, and Dylan Rickert, Board Members; Derek Fialkiewicz, Brie Windust and Jeanne Swift, Administrators

Board Members Todd Mickalson and Dave Granberg and Administrator Cindy Duley virtually participated.

Absent: Elizabeth Loveland, student representative and Robin Lindeen-Blakeley, Board Secretary.

Jeanne Swift took minutes at this meeting.

1. Preliminary business. There were approximately six attendees online and seven in the audience.

1.1. Call to Order / Flag Salute- 7:19 p.m.

1.2. Review and Acceptance of Agenda

1.3. Board Chair Report Information/Discussion- a. Scheduling Fall Retreat/Work Session/Training for the Board - Policy BD/BDA - January 9, 30 and 31 are pending dates for retreat.

b. Goals for District - Policy BBA

Attachments: (1)

2. Approval of Minutes Action Item

Bob Buttke moved and Ben Byers seconded:

RESOLUTION NO. 10.45-23 - RESOLVED that the Board approve the minutes of the September 20, 2023 Regular School Board meeting.

All in favor of September 20<sup>th</sup> meeting notes. Agenda minutes have been approved.

All say Aye. 7-0

Attachments: (1)

3. Introduction and Comments of Guests and Representatives

Guests: anyone signed up to speak? Anyone online? None.

3.1. Principal / Director/ Supervisor Reports

a. *Cathy Noles, YTP Specialist - YTP Program, Student Services.*

See slide show.

Grant through the federal government. VR.

Enhance transition program Corbett offers. Help students with their path into the next stage of life. (See slideshow in board packet).

Support students ages 14-21 years of age. Enhance what the district does.

Pre Ets. Pre Employment activities. In the past life skills class.

Collaborate with Mt. Hood. Friday classes. 12 weeks. It is now open to the general public.

Most of Corbett students attend those classes.

Offer funding-if a student needs transportation, job coaches, transport students to jobs. We do not have mass transit in Corbett.

Job coaches-help students get to their jobs. Students receive help with licenses and driving classes. Permit assistance.

Team: Jeanne, BHarlow, Cathy Noles, VRCounselor. Work with three or four VR counselors at Voc Rehab. They help make sure the students' path is what it is .

Jobs that students are passionate about. In HS students focus on Pre Ets.

Not just get kids jobs, having students keep jobs is the focus and be happy after graduation.

Summer Works: Biennial. Jobs for students in the community. Building relationships with companies. Last year, the grant was about \$68,000.

Example: snowboarding. The student wants to work for you. Summer Works pays for the wage and trains the student on soft skills. Work is about 20 hours per week. Hope that students maintain their jobs. 8 were hired this year.

Fund Your Future bootcamp. 4 hours per day-students were paid to attend. Students learning about jobs, money, etc.

ICAP-Inclusive Career Advancement Program. New. Grant funded through the US Department of Education and Cornell University and PCC. Cathy's role is to connect students to college, Summer Works and lasts for two years. 9 colleges in Oregon received the funds to go through ICAP. Cathy Noles and Rebecca Kempton (Transition Specialist at the college) support students getting a two year degree. Chunking: can go to get a welding certificate and then return to receive another certificate. ICAP also helps students with child care and transportation. Soon to help students with housing.

Cathy connects students to programs. Communicates with agencies and the school district. Three students.

Olivia-U of O-full ride scholarship. Thank You letter shared by Cathy Noles. (Olivia not in person). Olivia designed car wraps locally and signs for Corbett (athletics).

Ezra-Snowboarder. Graduated a year ago. Hillcrest Ski and Sports is his current job. He loves snowboarding and the mountains. Took driver's ed at Corbett. Helped him get his driver's license. Then Mt. MHCC tech classes, human development, welding, machinery, and engineering. Favorite is welding. Intrigued in the trade. Starting with ICAP and VR. Couldn't afford MHCC without the programs.

Dylan-Working with VR and Mrs. Noles for 4 years. Worked on getting his driver's permit. Main focus. It took a while to get his license. Didn't put in the work. Ms. Noles helped him work on the driver's license. Helped him with his career path. Then he took Mt. Hood classes. Intro to tech. The best class was the auto class. Wanted to take the class and everything clicked. Great environment and instructor. Really loved it. Next goal, working in the automotive field. He worked at Going Gaming through Summer Works. Didn't like it. After that worked for some Corbett athletics games. Selling tickets. At a basketball game, another VR client. He showed him a documentary. Trail camp in Oregon. Build or buy a car for \$500. Clean up garbage.

Decided they were going to do that too. Started a Go Fund Me last winter. Did outreach. Raised \$2500. Worked on cars with the VR client. He couldn't drive in the competition. So, his next goal was to get a driver's license. Had to study. Did get the license. Now, he works at Gresham Ford Quick Lane through Summer Works. It allows him to continue with an automotive career and get into the Mt. Hood program. VR and the school and Ms. Noles helped him.

*b. Kathleen Childress, HS Principal - AP recognition - none at this meeting.*

*Attachments: (1)*

### 3.2. Student Representative to the Board      Information Item

No student rep for the board. No report.

## 4. FINANCIAL REPORTS / MATTERS

### 4.1. Report Information Item

Cindy Duley-see the packet. It is in the BoardBook. Expenses and revenues. As of October 12<sup>th</sup> 2023. The month is not yet closed. PCard-they have begun to flow through Business Plus.

Not all charges were going through. Glitch. Been resolved. Expenditures are flowing through now. Best case scenario. 30 day delay for all expenses to make it through.

October 6<sup>th</sup>-audit. Take a look at the Umpqua engagement letter.

Beginning fund balance will be updated next month.

An Additional \$41,000 transferred to the food service fund. That's where \$100,000 supported the food services program.

3<sup>rd</sup> page. Board 01 general fund. Fiscal year 23-24. Ending fund balance. Lower \$925,000.

If we spend at the rate we are spending, we will close at \$682,000. Supplemental budget will come to the board with true ups and expenditures in either November or December.

Contract changes coming up. Talking as a group-how to implement over time. Derek and Cindy working together to share with administration to review all the changes and approvals are completed. Ask Cindy if there are questions.

Questions? Ben Byers. Which contract changes? Cindy- Implementation of licensed and classified contracts.

Attachments: (1)

### 4.2. Engagement Letter and Contract with Auditors      Information/Discussion

Derek-information about the auditor. Engagement Letter and Contract.

Cindy? Derek was successful negotiating with Umpqua. A measure that joints our interests with ours to have a timely audit by December 31<sup>st</sup>. Financial clause if audit is delayed, if it is Umpqua's fault. 10% fee reduction monthly as long as the audit is outstanding. No bonus for getting it done on time, but can have a late penalty. Good features.

Attachments: (2)

### 4.3. Budget Calendar Approval      Action Item

Bob Buttke moved and Ben Byers or Dylan Rickert seconded:

RESOLUTION NO. 10.46-23 - RESOLVED that the Board approve the 2024-2025 Budget Calendar as attached in the agenda packet.

Same calendar we refreshed the dates. Set a schedule. Cannot vary. Rules and regulations tied to budget law. Follow the calendar. It is in the packet. Be ready in the spring. Four weeks in a row, sometimes five.

Michelle-the budget committee includes the board members.

Discussion?

Vote-all in favor 7-0. Passed.

Derek-Planning coming up to prepare for the budget.

Attachments: (1)

## 5. Superintendent Fialkiewicz      Report Information Item

a. Woodard property. Going well. End date of first week of December. Start Jan. 8<sup>th</sup> on the new campus. Move everything the last week of school in December. Once we get the final close with Bremik. Move the next day. December 8<sup>th</sup> possibly done. Metal is done. Flooring in building one

is completed. Flooring in building 2 next week. Landscaping and grass in place. Front doors are in. Glass door front now. Looks awesome. Things are coming together. We are inches away from completion.

Ben Byers: grand opening.

Derek: As soon as complete. Ribbon cutting. Todd Redfern had the idea. Groundbreaking can happen in the same spot with a side by side in a frame. In December, official Ribbon Cutting. Have a January board meeting there. Start holding meetings there. Heat.

#### b. Goals for 2023-2024

Goals update:

Do have coming up, working with the community. Halloween night. Trunk or Treat. With Jeff Lucas group. Working with the district. In our parking lot. Looking for volunteers. Anyone who wants to host a trunk. Make a space so you don't have to leave Corbett. Bring it to Corbett. Safe environment in our parking lot. Excited about that. Hoping clubs and sports teams will participate. Also community members have trunks for our students.

Tie in with Item 7-curriculum alignment. Family training coming up October 29<sup>th</sup>. It will be across the street. Screen time and social media. Strategies for device free evenings with families.

CTE and STEM. Put something together for next month.

#### 5.1. Enrollment Numbers/Application Process Update

1064 Enrollment currently. Plus 3 from last month. Next month.

Online program update next month.

5.2. Update on Corbett School campus upgrades and/or grants - none at this time in the meeting.

#### 5.3. Strategic Planning/Future Planning

CIP budget narrative. Michelle Dawkins.

*Title I funds* are for equal access for all students. Combine Title funds into one pot of dollars.

This year \$134,000. Dollars are used for intervention. This year, half fund intervention specialist K-6. Screening all kinder for Dyslexia and anyone first grader not in kinder last year as well.

Pays for subs. Screen and monitor-K-3 data to determine who receives intervention services.

This year, adding an online data system, Forefront. Maintains all assessment data. It is color coded to see who needs extra help. Provides access to SPED staff and intervention staff all looking at the same data together. Helps to adjust how teachers teach in classrooms and who is targeted.

Data-monitor progress and determine instruction. Support staff also is paid for by the grant.

Reading, writing, and math is supported by Title funds. The focus is Reading Instruction.

Focusing on family involvement. Materials and home support are available to students and families. Intervention team is working towards more family involvement. The Title I

interventionist is talking to parents about helping students read at home. Videos to share with parents/families. Open House and Conferences: free books to families.

Also, Title funds pay for updated and additional curriculum. This year all K-2 classrooms at CAPS/K-3 GS "Foundations". Foundational skills for kids. Phonics is the focus.

Providing student materials to ensure researched based literacy and math instruction is provided and accessible, including Els.

Providing professional development for teachers and support staff. Also supplemented with another literacy grant. (LETRS. The Science of Reading. How the brain works). More professional

development for support staff. Para educators. 2 days a week-review with para educators how to support students during reading instruction.

Required set aside money for McKinney Vento (Homeless/Houseless). \$1000. Set aside.

See the Title I budget in the board packet.

Most of the dollars go to staffing.

Dylan-how is the data used? It is used internally. Password protected (Michelle).

Winter desk monitoring this year. Last year's amount was \$94,000. Met with ODE to review the desk monitoring. How do school districts spend their money? Staffing is a great focus.

*Side Note.*

Derek: School Based Mental first parent meeting October 26<sup>th</sup>. Then November 30<sup>th</sup>. Managing Anxiety. We are finding a lot of students dealing with anxiety post COVID. 6-7pm evenings.

Working on how to *provide child care during that time*. If possible.

The monthly meetings will be monthly.

See the October newsletter. Location: SBMH Center.

Attachments: (2)

#### 5.4. 2022-23 Division 22 Standards Assurances

Providing ODE and community we are following teaching and learning, curriculum/instruction, assessment, program and service requirements, health and safety, athletics, diploma, performance and accountability, human resources and staffing.

We are in compliance with all areas/categories/sub categories.

Waived for the entire state-certain areas.

When do the waivers end? Derek-State will make that determination.

Attachments: (1)

### 6. CONSENT AGENDA

Moved by Bob B. and seconded by Leah.

6.1. Consent agenda \*\*Resolution items 10.47-23\*\* through 10.49-23\*\* Action Items

12.1\*\*RESOLUTION NO. 10.47-23\*\* - RESOLVED that the Board reconfirm the request for Family and Medical Leave (FMLA/OFLA) for Natatlie Clark, .83 FTE GS SPED Educational Assistant, effective September 5, 2023 - November 29, 2023.

12.2\*\*RESOLUTION NO. 10.48-23\*\* - RESOLVED that the Board confirms that free lunches from our cafeteria will be offered to substitute employees who work at Corbett School District and are paid through EduStaff.

12.7\*\*RESOLUTION NO. 10.49-23\*\*- RESOLVED that the Board reconfirm FMLA for August 21-November 12, 2023 for Abbey Thole, 1.00 FTE Spanish Teacher, and PFML effective through December 3, 2023, with LOA confirmed for November 13-December 3, 2023.

Michelle-No discussion.

All in Favor? 6-0. Dave was absent or abstained from the vote.

### 7. CURRICULUM

a. Dr. Shelia Morgan Osborne, Director of Curriculum, Assessment, & School Improvement - PD with EdEX

We will discuss EdEX and their work with our teachers. Building a curriculum map over three years. Just at the beginning stages. Dr. Sheila Morgan Osborne-talk about the first training. All teachers K-12. Roadmaps to Learning. Priority standards.

Shelia: GS and CAPS longitudinal planning. Read by 3. Read by 3<sup>rd</sup> grade. Foundations and Wit and Wisdom. ELA K-3. Ed Ex. First year using the materials.

Last inservice. 9/29. Teachers interacted with EdEx. Reminded of the Why.

What is a priority standard? What skills are necessary to be proficient? Exciting process this year.

Dylan Rickert-review the curriculum. When can we do that? Feedback from community members. Take a minute to review the materials being used for teaching in the classroom.

Shelia-not a problem. Visit her or bring to a board meeting. Parents have come to speak with the ELA team. Come see. Just let us know.

Fall retreat with the board. Look at books at that time.

Shelia will provide materials.

Dave Granberg. This is awesome. Huge advocate. K-12. You guys are doing a great job.

Michelle Vo agrees.

Derek-in the process of MAP assessments. Grade school 2-6 and CAPS 3-8 and main campus MS.

Tomorrow PD for all teachers in those grade levels. The Why and How to provide the assessment. Online. Assessing students shortly after that. Baseline and look at growth maps.

Start projecting out student growth. Looking at individual students.

Attachments: (1)

8. STUDENTS - No information at this time in the meeting.

9. TRANSPORTATION, BUILDINGS AND MAINTENANCE - No information at this time in the meeting.

10. CO-CURRICULAR ACTIVITIES

Homecoming week-very exciting. Tomorrow is Cardinal Day. Wear your Cardinal gear. Support your teams. Football game Friday, Homecoming Dance just following. District spirit. K-12.

All students showing their pride.

10.1. RECESS from Public Session-

executive session. Discuss classified contract before going to a resolution. Are you ready to vote on it? Michelle-

Dave-give my support. No need to meet. Make your own decision. Leah no need to meet. Same with Ben.

11. Executive Session, if needed, held pursuant to ORS 192.660 (2)(d) for the purpose to conduct deliberations with persons designated to carry on labor negotiations.

No need to meet in executive session.

RECONVENE to public session after Executive Session - Nothing happened.

12. Personnel

12. Personnel Temporary hire. Robert P. is out. Have a need for a campus monitor.

Temporary hire for Abe Al-Khalisi, .83 FTE K-12 Campus Monitor, October 2, 2023-November 1, 2023.

Change in hours effective October 16, 2023 for Cynthia Deibert, Bus Driver from .4 FTE to .5 FTE.

Approved release from work for Janet Ruddell, .83 FTE SPED Educational Assistant/.17 FTE Eligibility Official, effective October 31, 2023 through November 13, 2023.

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12.1. See 6.1

---

12.2. See 6.1

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12.3. Vacant Positions      Information Item

We have vacant positions open for the 2023-2024 school year for: Substitute Bus Driver; Bus Driver; Substitute Custodian; K-12th .85 FTE SPED Educational Assistant (FLS); and 1.00 FTE HS Learning Specialist.

see board packet.

All can be found on Corbett's website.

<https://corbett.tedk12.com/hire/Index.aspx>

12.4. Contract Salaries for Licensed Administrators      Action Item

Bob Buttke moved and Ben Byers seconded the:

RESOLUTION NO. 10.50-23 - RESOLVED that the Board approve the Licensed Administrator Contracts for fiscal year 2023-24 as attached in the board agenda/packet.

See table of contract salaries for licensed administrators, confidential employees and supervisors. The only difference is the high school principal which includes a higher salary.

Michelle Vo-with the exception of Superintendent.

Board approves licensed admin contracts as attached.

All in favor. 7-0 in favor. None opposed. For the current fiscal year.

Attachments: (1)

12.5. Contract Salaries for Confidential/Supervisory staff      Action Item

Bob accepts contract salaries for confidential staff.

Second Dylan.

RESOLUTION NO. 10.51-23 - RESOLVED that the Board approve the contract salaries for Confidential/Supervisory staff for fiscal year 2023-24 as attached in the board agenda/packet under item 12.4.

All in favor. 7-0 in favor. None opposed.

12.6. Contract Bargaining Agreement (CBA) for CACE      Action Item

Motion Bob to accept. 2<sup>nd</sup> Leah.

RESOLUTION NO. 10.52-23 - RESOLVED that the Board confirm ratification of the CBA between Corbett SD 39 and Corbett Association of Classified Employees for July 1, 2023-June 30, 2026.

CBA for CACE Classified union members. Negotiated a contract.

Questions? Not attached to the packet. They have had access to the negotiated version.

Discussion?

All in favor. 7-0 in favor. Approved.

12.7. See 6.1

13. Policy - Nothing to discuss.

14. Matters for the Good of the Order

Ben Byers. Acknowledge and thank everyone for their process. Board involvement. Appreciate everyone's work. Thank you to everyone.

Dave G. also appreciated Cathy's presentation and recognizing students taking on different paths. Really appreciate the work.

This Thursday Cross Country Track Meet-Zombie Theme.

Family training at SBMH 6-7 pm October 26<sup>th</sup> Screen Addiction and Social Media and November 30<sup>th</sup> Managing anxiety

#### 15. COMING EVENTS

15.1. Friday, November 10, 2023 - Veterans Day Holiday Observed - no school

15.2. OSBA Annual Convention - November 10-11, 2023 - Portland Marriott Downtown Waterfront Hotel

Great stuff for new board members. Reach out to Robin. She will register you by tomorrow.

15.3. Wednesday, November 15, 2023 - Regular School Board Meeting in MPB/ZOOM via OWL, 7:00 p.m.

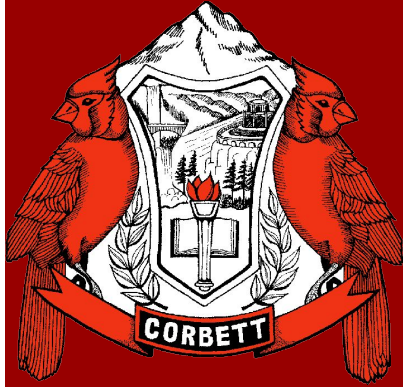
Thursday, November 16, 2023 - end of Trimester 1

Friday, November 17, 2023 - Assessment

Wednesday-Friday, November 22-24, 2023 - Thanksgiving Holiday break

16. ADJOURNMENT - The Board meeting was adjourned at 8:52 p.m.

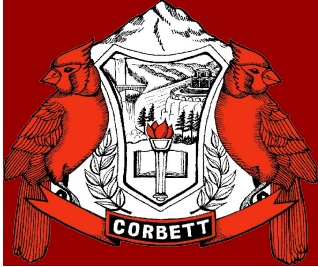
School Board Meeting 10:18:23



# Corbett School District

## *Student Investment Account(SIA) Annual Report*

**November 15, 2023**



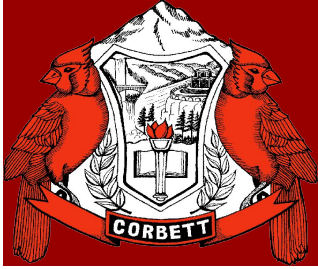
# SIA Allowable Spending Categories

❖ Mental Health and Safety

❖ Class Size

❖ Well-Rounded Education

❖ Instructional Time



# SIA Grant Priorities

## **Community generated spending priorities:**

- ❖ Increase student access to counselors/mental health professionals.
- ❖ Address individual student needs through strategic class size/caseload reduction.
- ❖ Broaden curricular options, specifically Career & Technical Education (CTE) at the High School.

# SY 2022-23 SIA Activities

## \$837,315.02

### Spending Category - Health and Safety

#### Continuing SIA activity for 2022-23

- ❖ Continue to partially fund one full-time counselor to serve students at the CAPS.

#### New SIA activity for 2022-2023

- ❖ Partially fund an FTE dedicated to counseling services at the High School

# 2022-23 SIA Activities

## \$837,315.02

### Spending Category - Class Size

#### Continuing SIA activity for 2022-23

- ❖ Continue to fund one classroom teacher at grades K-1 to maintain an average class size of 25 or lower.
- ❖ Continue to fund one additional full-time special education teacher to serve students at the Middle School.

# 2022-23 SIA activities

## \$837,315.02

### Spending Category - Class Size

#### **Continuing SIA activities for 2022-23**

- ❖ Increase FTE dedicated to English Language Development services from .5 to 1.0 to serve students K-12.
- ❖ Increase FTE dedicated to intervention services from .5 to 1.0 to serve students at the Grade School and Middle School.
- ❖ Hire an additional four paraeducators to increase one-on-one and small group instruction at the Grade School, CAPS, Middle School and the High School.

# 2022-23 SIA Activities

## \$837,315.02

### Spending Category - Well-Rounded Education

#### Continuing SIA activity for 2022-23

- ❖ Continue to fund one full-time CTE position at the high school.
- ❖ Allocated \$57,000 for new CTE supplies and materials.

# Proposed 2023-24 SIA Activities

## Preliminary Allocation \$850,795.93

### **Continue to fund:**

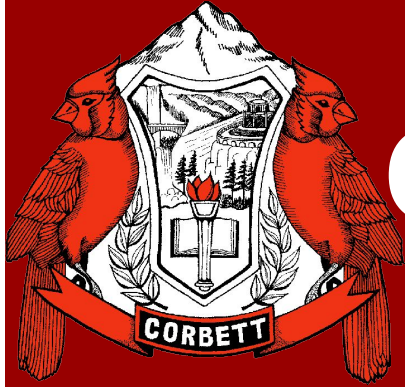
- ❖ 1.0 FTE self-contained classroom teaching positions in grades K-1.
- ❖ 1.0 FTE CTE instruction at the high school.
- ❖ 1.0 FTE learning specialist at the middle school.
- ❖ .5 FTE ELD specialist.
- ❖ Three paraprofessionals to provide intervention for students in grades K-8.
- ❖ \$30,000 CTE supplies.

# Proposed 2023-24 SIA Activities

## Preliminary allocation \$850,795.93

### **New for 2023-24**

- ❖ Certified CTE teacher will solidify our program and our place in the Consortium
- ❖ Integrated Guidance reporting going forward, which includes the following consolidations: Student Investment Account (SIA), High School Success (HHS), Continuous Improvement Plan (CIP), Career & Technical Education (CTE).



# Corbett School District

**Thank you!**

**Fall Board Report:**

Link to Corbett School District posted on the Corbett School District website.

English Learners in Oregon Annual Report 2021-22 June 2023

[English Learners in Oregon](#)



Kinder to College

CORBETT SCHOOL DISTRICT

ABOUT ▾ PARENTS ▾ STUDENTS ▾ STAFF ▾ SCHOOL BOARD ▾ ATHLETICS ▾ SCHOOLS ▾

SUMMER SPORTS INFORMATION & CAMPS ...

## Improvement Planning

<p><i>June 2023</i></p> <p>English Learners in Oregon Annual Report</p>	<p><i>2020-21</i></p> <p>SIA Grant</p>	<p><i>2021-22</i></p> <p>SIA Grant</p>
<p><i>(CIP)</i></p> <p>District Continuous Improvement Plan</p>	<p><i>2021-22</i></p> <p>ESSER III</p>	<p><i>2023-25</i></p> <p>CSD 39 Integrated Guidance (IG) Application</p>

### Corbett School District English Language Learner (ELs) Census

	2021-2022	2022-2023	Fall 2023
Active EL Student Count	25	31	34
Monitored	6	7	6
Recent arrivers:	1	1	4

Primary Languages: \_\_\_Romanian, Russian, Ukrainian, Spanish\_\_\_\_\_

How does a student qualify? Guardian enrolls student into the school district. At the time of registration, the guardian fills out a registration form Home Language Survey (HLS) and self identifies as a second language family. Student(s) is assessed for language proficiency using the Oregon standardized assessment for language proficiency (ELPA Screener). If results indicate the need for language assistance, the students enter into an Active EL status for services.

What grades are students? EL students range from Kindergarten through 12th grade.

### **ELP Standards**

How are students assessed? Students are assessed informally for language growth and gains through daily interactions and support. All Active English Learners are given a formal standardized assessment (ELPA21) early spring to determine language growth. The data collected from this assessment is used to determine if the student should remain in an active EL status for the following school year.

**How do they exit?** Each assessment measures the students' language abilities in the areas of reading, writing, listening and speaking. The cut scores or levels of achievement are based upon Native English speaking students at the same grade level. Students who achieve scores meeting the same level of achievement as grade level peers in all domains will be exited from the EL program.

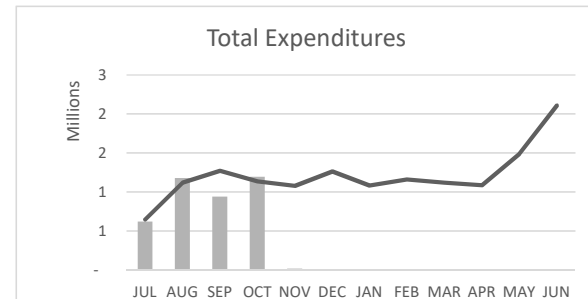
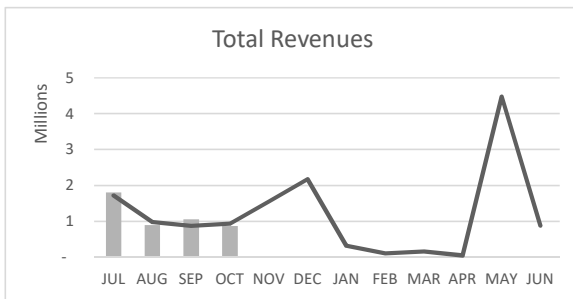
Do they really exit?

Students that are exited from the program will then be monitored through check-ins with their classroom teacher for language regression. This continues for 4 years after exiting from the program. If a student shows the need for re-entry, the student will be reassessed using the ELPA Screener to verify need.

**FUND 01: GENERAL FUND  
Revenues and Expenditures by Month**

<b>FY 2022-2023</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
<b>Revenues</b>													
Property Taxes	6,974	4,560	5,351	2,792	693,400	1,185,768	20,359	14,376	50,367	10,012	16,472	56,132	2,066,562
State School Fund	1,631,160	815,091	815,091	815,091	815,091	818,240	-	-	-	-	4,358,304	(2,915)	10,065,153
Local Sources	13,384	19,208	30,590	18,257	23,127	31,491	21,238	21,057	108,938	37,964	9,211	80,295	414,761
Intermediate Sources	-	-	-	-	-	-	-	-	958	-	452	400,000	401,411
State Sources	66,685	123,504	17,964	100,000	21,597	140,779	278,222	71,302	-	-	88,176	246,587	1,154,815
Federal Sources	-	19,792	5,524	-	-	-	-	-	-	-	-	104,554	129,869
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>1,718,202</b>	<b>982,155</b>	<b>874,520</b>	<b>936,139</b>	<b>1,553,216</b>	<b>2,176,278</b>	<b>319,818</b>	<b>106,735</b>	<b>160,263</b>	<b>47,976</b>	<b>4,472,614</b>	<b>884,653</b>	<b>14,232,571</b>
<b>Expenditures</b>													
Salaries	154,658	640,751	597,617	633,847	648,558	589,280	632,960	603,345	600,507	601,957	633,541	919,821	7,256,842
Associated Payroll	143,086	352,314	323,117	344,161	350,386	368,396	382,330	353,999	361,894	360,230	376,882	696,190	4,412,984
Purchased Services	79,824	60,725	160,800	106,468	30,419	196,268	41,594	142,561	123,396	96,322	294,539	337,841	1,670,755
Supplies & Materials	32,157	56,261	139,123	34,730	25,110	55,568	20,457	30,194	27,524	23,170	159,633	57,969	661,896
Capital Outlay	-	-	16,469	9,808	-	-	-	-	-	-	-	38,803	65,080
Debt Service	29,973	4,168	20,286	4,168	10,968	20,437	4,168	24,217	4,168	4,168	21,457	40,968	189,146
Other Objects	209,069	7,923	14,933	2,529	15,146	33,847	1,701	7,986	4,083	288	1,575	16,001	315,083
<b>Total Expenditures</b>	<b>648,766</b>	<b>1,122,143</b>	<b>1,272,346</b>	<b>1,135,709</b>	<b>1,080,586</b>	<b>1,263,797</b>	<b>1,083,210</b>	<b>1,162,302</b>	<b>1,121,572</b>	<b>1,086,135</b>	<b>1,487,628</b>	<b>2,107,592</b>	<b>14,571,785</b>

<b>FY 2023-2024</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
<b>Revenues</b>													
Property Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-
State School Fund	1,741,617	870,286	870,286	870,286	-	-	-	-	-	-	-	-	4,352,475
Local Sources	6,393	494	184,865	931	-	-	-	-	-	-	-	-	192,683
Intermediate Sources	-	-	-	-	-	-	-	-	-	-	-	-	-
State Sources	12,417	10,527	-	-	1,991	-	-	-	-	-	-	-	24,936
Federal Sources	46,713	19,826	-	-	-	-	-	-	-	-	-	-	66,539
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>1,807,140</b>	<b>901,133</b>	<b>1,055,151</b>	<b>871,217</b>	<b>1,991</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,636,632</b>
<b>Expenditures</b>													
Salaries	136,188	573,919	603,732	737,394	-	-	-	-	-	-	-	-	2,051,233
Associated Payroll	129,094	349,918	259,895	406,417	14,024	-	-	-	-	-	-	-	1,159,348
Purchased Services	149,271	129,586	31,724	39,384	2,670	-	-	-	-	-	-	-	352,635
Supplies & Materials	93,829	81,090	45,177	8,532	-	-	-	-	-	-	-	-	228,627
Capital Outlay	16,826	-	-	1,383	-	-	-	-	-	-	-	-	18,209
Debt Service	47,866	42,415	4,168	4,168	4,168	-	-	-	-	-	-	-	102,785
Other Objects	51,061	4,896	558	507	-	-	-	-	-	-	-	-	57,023
<b>Total Expenditures</b>	<b>624,135</b>	<b>1,181,824</b>	<b>945,253</b>	<b>1,197,786</b>	<b>20,862</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,969,860</b>



**Corbett School District 39**  
**Monthly Financial Report**  
**As of October 31, 2023**

**Summary of Budget and Actual Expenditures by Fund and Major Function**

<b>Current Budget vs Actual Total Expenses</b>	<b>Current Budget</b>	<b>Oct 31 2023 YTD Actuals</b>	<b>Oct 31 2023 Balance</b>
<b>Fund: 01 General Fund</b>			
1000 Instruction	8,459,144	2,027,406	6,431,738
2000 Support Services	5,480,001	1,813,994	3,666,007
3000 Enterprise & Community Serves	173,663	8,981	164,682
5100 Debt Service	253,182	98,617	154,565
6000 Contingencies	290,842	-	290,842
<b>Fund: 01 General Fund Total</b>	<b>14,656,832</b>	<b>3,948,998</b>	<b>10,707,834</b>
<b>Fund: 02 Food Services Fund</b>			
3000 Enterprise & Community Serves	428,710	84,322	344,388
<b>Fund: 02 Food Services Fund Total</b>	<b>428,710</b>	<b>84,322</b>	<b>344,388</b>
<b>Fund: 03 Federal Funds</b>			
1000 Instruction	276,486	171,622	104,864
2000 Support Services	911,211	185,326	725,885
5100 Debt Service	-	36,008	(36,008)
<b>Fund: 03 Federal Funds Total</b>	<b>1,187,697</b>	<b>392,956</b>	<b>794,741</b>
<b>Fund: 04 Student Investment Account</b>			
1000 Instruction	606,327	129,620	476,707
2000 Support Services	210,185	88,014	122,171
<b>Fund: 04 Student Investment Account Total</b>	<b>816,512</b>	<b>217,634</b>	<b>598,878</b>
<b>Fund: 06 Student Body Trust Fund</b>			
1000 Instruction	300,000	-	300,000
<b>Fund: 06 Student Body Trust Fund Total</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>
<b>Fund: 08 Full Faith &amp; Credit Loan</b>			
4000 Facilities Acquisition/Construction	2,355,000	2,390,015	(35,015)
5100 Debt Service	150,000	-	150,000
<b>Fund: 08 Full Faith &amp; Credit Loan Total</b>	<b>2,505,000</b>	<b>2,390,015</b>	<b>114,985</b>
<b>Fund: 09 GO Bond 2021</b>			
2000 Support Services	54,335	-	54,335
4000 Facilities Acquisition/Construction	964,665	-	964,665
<b>Fund: 09 GO Bond 2021 Total</b>	<b>1,019,000</b>	<b>-</b>	<b>1,019,000</b>
<b>Fund: 10 Bond Matching Grant</b>			
4000 Facilities Acquisition/Construction	4,000,000	614,081	3,385,919
<b>Fund: 10 Bond Matching Grant Total</b>	<b>4,000,000</b>	<b>614,081</b>	<b>3,385,919</b>
<b>Fund: 11 Debt Service Fund</b>			
5100 Debt Service	411,952	-	411,952
5200 Transfers Out	30,000	-	30,000
<b>Fund: 11 Debt Service Fund Total</b>	<b>441,952</b>	<b>-</b>	<b>441,952</b>
<b>Fund: 20 Energy Projects Fund</b>			
4000 Facilities Acquisition/Construction	20,000	-	20,000
<b>Fund: 20 Energy Projects Fund Total</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>
<b>Grand Total - All Funds</b>	<b>25,375,703</b>	<b>7,648,005</b>	<b>17,727,698</b>

**Corbett School District No. 39**  
**Board Financial Report**  
**Fund 01: General Fund**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End	Year to Date	% of YE	Current	Projected	Year to Date	% of
	Actuals	Oct 31 2022	Actuals	Budget	Actual	Oct 31 2023	Budgeted
<b>Revenues</b>							
Property Taxes	2,066,562	19,677	1%	2,178,344	2,178,344	-	0%
State School Fund	10,065,153	4,076,433	41%	10,551,633	10,551,633	4,352,475	41%
Local Sources	414,761	81,439	20%	440,400	440,400	192,683	44%
Intermediate Sources	401,411	-	0%	201,200	201,200	-	0%
State Sources	1,154,815	308,153	27%	712,328	712,328	22,945	3%
Federal Sources	129,869	25,315	19%	49,172	49,172	66,539	135%
<b>Total Revenues</b>	<b>14,232,571</b>	<b>4,511,018</b>	<b>32%</b>	<b>14,133,077</b>	<b>14,133,077</b>	<b>4,634,641</b>	<b>33%</b>
<b>Expenditures</b>							
Salaries	7,256,842	2,026,872	28%	7,396,526	7,396,526	2,051,233	28%
Associated Payroll	4,412,984	1,162,678	26%	4,396,579	4,396,579	1,145,324	26%
Purchased Services	1,670,755	407,817	24%	1,090,187	1,090,187	349,965	32%
Supplies & Materials	661,896	262,270	40%	747,647	747,647	228,627	31%
Capital Outlay	65,080	26,277	40%	171,000	171,000	18,209	11%
Debt Service	189,146	58,595	31%	253,182	253,182	98,617	39%
Other Objects	315,083	234,455	74%	310,869	310,869	57,023	18%
Contingency	-	-		290,842	290,842	-	0%
<b>Total Expenditures</b>	<b>14,571,785</b>	<b>4,178,964</b>	<b>29%</b>	<b>14,656,832</b>	<b>14,656,832</b>	<b>3,948,998</b>	<b>27%</b>
<b>Other Sources (Uses)</b>							
Other Sources	-	-		251,000	251,000	-	0%
Transfer In	-	-		30,000	30,000	-	0%
Transfer Out	(41,122)	-	0%	-	-	-	
<b>Total Other Sources (Uses)</b>	<b>(41,122)</b>	<b>-</b>	<b>0%</b>	<b>281,000</b>	<b>281,000</b>	<b>-</b>	<b>0%</b>
<b>Change in Fund Balance</b>	<b>(380,337)</b>	<b>332,053</b>		<b>(242,755)</b>	<b>(242,755)</b>	<b>685,643</b>	
<b>Fund Balance - Beginning</b>	<b>1,305,723</b>	<b>1,305,723</b>		<b>1,065,086</b>	<b>925,386</b>	<b>925,386</b>	
<b>Fund Balance - Ending</b>	<b>925,386</b>	<b>1,637,776</b>		<b>822,331</b>	<b>682,631</b>	<b>1,611,030</b>	

YTD Revenues	FY 2022-23	FY 2023-24	Variance	% Change
Property Taxes	19,677	-	(19,677)	-100%
State School Fund	4,076,433	4,352,475	276,042	7%
Local Sources	81,439	192,683	111,244	137%
State Sources	308,153	22,945	(285,209)	-93%
Federal Sources	25,315	66,539	41,224	163%
<b>Total Revenues</b>	<b>4,511,018</b>	<b>4,634,641</b>	<b>123,624</b>	<b>3%</b>

YTD Expenditures	FY 2022-23	FY 2023-24	Variance	% Change
Salaries	2,026,872	2,051,233	24,361	1%
Associated Payroll	1,162,678	1,145,324	(17,354)	-1%
Purchased Services	407,817	349,965	(57,852)	-14%
Supplies & Materials	262,270	228,627	(33,643)	-13%
Capital Outlay	26,277	18,209	(8,068)	-31%
Debt Service	58,595	98,617	40,022	68%
Other Objects	234,455	57,023	(177,432)	-76%
<b>Total Expenditures</b>	<b>4,178,964</b>	<b>3,948,998</b>	<b>(229,966)</b>	<b>-6%</b>

**Corbett School District No. 39**  
**Board Financial Report**  
**Fund 02: Food Services Fund**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
State School Fund	2,915	-	0%	2,000	2,000	-	0%
Local Sources	75,841	19,340	26%	120,000	120,000	27,532	23%
State Sources	6,749	-	0%	4,000	4,000	2,005	50%
Federal Sources	138,059	58,866	43%	121,000	121,000	20,384	17%
<b>Total Revenues</b>	<b>223,564</b>	<b>78,206</b>	<b>35%</b>	<b>247,000</b>	<b>247,000</b>	<b>49,922</b>	<b>20%</b>
<b>Expenditures</b>							
Salaries	98,661	30,750	31%	136,223	136,223	32,238	24%
Associated Payroll	66,281	20,030	30%	65,125	65,125	18,723	29%
Purchased Services	36,753	8,003	22%	6,000	6,000	-	0%
Supplies & Materials	130,046	38,810	30%	217,862	217,862	33,230	15%
Debt Service	(3,196)	(3,196)	100%	-	-	-	-
Other Objects	1,425	84	6%	3,500	3,500	131	4%
<b>Total Expenditures</b>	<b>329,969</b>	<b>94,482</b>	<b>29%</b>	<b>428,710</b>	<b>428,710</b>	<b>84,322</b>	<b>20%</b>
<b>Other Sources (Uses)</b>							
Transfer In	41,122	-	0%	-	-	-	-
<b>Total Other Sources (Uses)</b>	<b>41,122</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Change in Fund Balance</b>	<b>(65,283)</b>	<b>(16,275)</b>		<b>(181,710)</b>	<b>(181,710)</b>	<b>(34,400)</b>	
<b>Fund Balance - Beginning</b>	<b>65,283</b>	<b>65,283</b>		<b>196,133</b>	<b>(0)</b>	<b>(0)</b>	
<b>Fund Balance - Ending</b>	<b>(0)</b>	<b>49,008</b>		<b>14,423</b>	<b>(181,710)</b>	<b>(34,400)</b>	

YTD Revenues	FY 2022-23	FY 2023-24	Variance	% Change
Local Sources	19,340	27,532	8,192	42%
State Sources	-	2,005	2,005	
Federal Sources	58,866	20,384	(38,482)	-65%
<b>Total Revenues</b>	<b>78,206</b>	<b>49,922</b>	<b>(28,284)</b>	<b>-36%</b>

YTD Expenditures	FY 2022-23	FY 2023-24	Variance	% Change
Salaries	30,750	32,238	1,488	5%
Associated Payroll	20,030	18,723	(1,307)	-7%
Purchased Services	8,003	-	(8,003)	-100%
Supplies & Materials	38,810	33,230	(5,581)	-14%
Other Objects	84	131	47	55%
<b>Total Expenditures</b>	<b>94,482</b>	<b>84,322</b>	<b>(10,160)</b>	<b>-11%</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 03: Federal Funds**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
Federal Sources	1,046,020	18,510	2%	1,187,697	1,187,697	81,061	7%
<b>Total Revenues</b>	<b>1,046,020</b>	<b>18,510</b>	<b>2%</b>	<b>1,187,697</b>	<b>1,187,697</b>	<b>81,061</b>	<b>7%</b>
<b>Expenditures</b>							
Salaries	501,486	85,205	17%	586,264	586,264	255,971	44%
Associated Payroll	179,437	43,851	24%	241,490	241,490	88,661	37%
Purchased Services	330,812	487	0%	21,119	21,119	37,998	180%
Supplies & Materials	34,277	6,315	18%	338,824	338,824	10,317	3%
Other Objects	8	-	0%	-	-	8	
<b>Total Expenditures</b>	<b>1,046,020</b>	<b>135,858</b>	<b>13%</b>	<b>1,187,697</b>	<b>1,187,697</b>	<b>392,956</b>	<b>33%</b>
<b>Change in Fund Balance</b>	-	(117,348)		-	-	(311,895)	
<b>Fund Balance - Beginning</b>	<b>8,401</b>	<b>8,401</b>		-	<b>8,401</b>	<b>8,401</b>	
<b>Fund Balance - Ending</b>	<b>8,401</b>	<b>(108,947)</b>		-	<b>8,401</b>	<b>(303,494)</b>	

	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>Variance</b>
<b>YTD Revenues</b>			
Federal Sources	18,510	81,061	62,551
<b>Total Revenues</b>	<b>18,510</b>	<b>81,061</b>	<b>62,551</b>

	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>Variance</b>
<b>YTD Expenditures</b>			
Salaries	85,205	255,971	170,767
Associated Payroll	43,851	88,661	44,810
Purchased Services	487	37,998	37,510
Supplies & Materials	6,315	10,317	4,002
Other Objects	-	8	8
<b>Total Expenditures</b>	<b>135,858</b>	<b>392,956</b>	<b>257,098</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 04: Student Investment Account**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
State Sources	850,796	-	0%	816,512	816,512	-	0%
<b>Total Revenues</b>	<b>850,796</b>	<b>-</b>	<b>0%</b>	<b>816,512</b>	<b>816,512</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>							
Salaries	574,433	146,940	26%	526,785	526,785	152,038	29%
Associated Payroll	269,012	78,928	29%	286,663	286,663	65,596	23%
Purchased Services	7,350	-	0%	-	-	-	-
Supplies & Materials	-	491	-	3,064	3,064	-	0%
Other Objects	1	-	0%	-	-	-	-
<b>Total Expenditures</b>	<b>850,796</b>	<b>226,359</b>	<b>27%</b>	<b>816,512</b>	<b>816,512</b>	<b>217,634</b>	<b>27%</b>
<b>Change in Fund Balance</b>	<b>0</b>	<b>(226,359)</b>		<b>-</b>	<b>-</b>	<b>(217,634)</b>	
<b>Fund Balance - Beginning</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>0</b>	<b>0</b>	
<b>Fund Balance - Ending</b>	<b>0</b>	<b>(226,359)</b>		<b>-</b>	<b>0</b>	<b>(217,634)</b>	

YTD Expenditures	FY 2022-23	FY 2023-24	Variance
Salaries	146,940	152,038	5,098
Associated Payroll	78,928	65,596	(13,333)
Supplies & Materials	491	-	(491)
<b>Total Expenditures</b>	<b>226,359</b>	<b>217,634</b>	<b>(8,725)</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 08: General Fund, FF&C Loan**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
State Sources	20,905	-	0%	-	-	-	
<b>Total Revenues</b>	<b>20,905</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Expenditures</b>							
Purchased Services	-	-		2,355,000	2,355,000	429	0%
Capital Outlay	158,460	241,860	153%	-	-	2,389,586	
Debt Service	-	-		150,000	150,000	-	0%
Other Objects	3,132	-	0%	-	-	-	
<b>Total Expenditures</b>	<b>161,592</b>	<b>241,860</b>	<b>150%</b>	<b>2,505,000</b>	<b>2,505,000</b>	<b>2,390,015</b>	<b>95%</b>
<b>Other Sources (Uses)</b>							
Other Sources	-	-		4,860,000	4,860,000	-	0%
<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>		<b>4,860,000</b>	<b>4,860,000</b>	<b>-</b>	<b>0%</b>
<b>Change in Fund Balance</b>	<b>(140,687)</b>	<b>(241,860)</b>		<b>2,355,000</b>	<b>2,355,000</b>	<b>(2,390,015)</b>	
<b>Fund Balance - Beginning</b>	<b>2,353,262</b>	<b>2,353,262</b>		<b>-</b>	<b>2,212,575</b>	<b>2,212,575</b>	
<b>Fund Balance - Ending</b>	<b>2,212,575</b>	<b>2,111,402</b>		<b>2,355,000</b>	<b>4,567,575</b>	<b>(177,441)</b>	
			<b>YTD Expenditures</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>Variance</b>	
			Capital Outlay	241,860	2,389,586	2,147,726	
			<b>Total Expenditures</b>	<b>241,860</b>	<b>2,390,015</b>	<b>2,148,155</b>	

**Corbett School District No. 39  
Board Financial Report  
Fund 09: GO Bond 2021**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
Local Sources	25,463	3,886	15%	20,000	20,000	-	0%
Intermediate Sources	178	-	0%	-	-	-	-
<b>Total Revenues</b>	<b>25,641</b>	<b>3,886</b>	<b>15%</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>							
Purchased Services	-	-		1,019,000	1,019,000	-	0%
Capital Outlay	22,791	-	0%	-	-	-	-
Other Objects	-	633		-	-	-	-
<b>Total Expenditures</b>	<b>22,791</b>	<b>633</b>	<b>3%</b>	<b>1,019,000</b>	<b>1,019,000</b>	<b>-</b>	<b>0%</b>
<b>Other Sources (Uses)</b>							
Other Sources	-	-		364,665	364,665	-	0%
<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>		<b>364,665</b>	<b>364,665</b>	<b>-</b>	<b>0%</b>
<b>Change in Fund Balance</b>	<b>2,850</b>	<b>3,253</b>		<b>(634,335)</b>	<b>(634,335)</b>	<b>-</b>	
<b>Fund Balance - Beginning</b>	<b>998,897</b>	<b>998,897</b>		<b>634,335</b>	<b>1,001,747</b>	<b>1,001,747</b>	
<b>Fund Balance - Ending</b>	<b>1,001,747</b>	<b>1,002,150</b>		<b>-</b>	<b>367,412</b>	<b>1,001,747</b>	

	FY 2022-23	FY 2023-24	Variance
<b>YTD Revenues</b>			
Local Sources	3,886	-	(3,886)
<b>Total Revenues</b>	<b>3,886</b>	<b>-</b>	<b>(3,886)</b>

	FY 2022-23	FY 2023-24	Variance
<b>YTD Expenditures</b>			
Purchased Services	-	-	-
Other Objects	633	-	(633)
<b>Total Expenditures</b>	<b>633</b>	<b>-</b>	<b>(633)</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 10: OSCIM Grant**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
State Sources	2,705,767	224,787	8%	1,335,164	1,335,164	603,299	45%
<b>Total Revenues</b>	<b>2,705,767</b>	<b>224,787</b>	<b>8%</b>	<b>1,335,164</b>	<b>1,335,164</b>	<b>603,299</b>	<b>45%</b>
<b>Expenditures</b>							
Capital Outlay	2,705,767	-	0%	4,000,000	4,000,000	614,081	15%
<b>Total Expenditures</b>	<b>2,705,767</b>	<b>-</b>	<b>0%</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>614,081</b>	<b>15%</b>
<b>Change in Fund Balance</b>	<b>-</b>	<b>224,787</b>		<b>(2,664,836)</b>	<b>(2,664,836)</b>	<b>(10,782)</b>	
<b>Fund Balance - Beginning</b>	<b>-</b>	<b>-</b>		<b>2,664,836</b>	<b>-</b>	<b>-</b>	
<b>Fund Balance - Ending</b>	<b>-</b>	<b>224,787</b>		<b>-</b>	<b>(2,664,836)</b>	<b>(10,782)</b>	

	FY 2022-23	FY 2023-24	Variance
<b>YTD Revenues</b>			
State Sources	224,787	603,299	378,512
<b>Total Revenues</b>	<b>224,787</b>	<b>603,299</b>	<b>378,512</b>

	FY 2022-23	FY 2023-24	Variance
<b>YTD Expenditures</b>			
Capital Outlay	-	614,081	614,081
<b>Total Expenditures</b>	<b>-</b>	<b>614,081</b>	<b>614,081</b>

**Corbett School District No. 39  
Board Financial Report  
GO Bond Debt Service Fund**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
Property Taxes	386,793	1,660	0%	467,446	467,446	-	0%
Local Sources	1,779	1,779	100%	-	-	-	-
Intermediate Sources	85	-	0%	-	-	-	-
<b>Total Revenues</b>	<b>388,658</b>	<b>3,440</b>	<b>1%</b>	<b>467,446</b>	<b>467,446</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>							
Debt Service	380,219	-	0%	411,952	411,952	-	0%
<b>Total Expenditures</b>	<b>380,219</b>	<b>-</b>	<b>0%</b>	<b>411,952</b>	<b>411,952</b>	<b>-</b>	<b>0%</b>
<b>Other Sources (Uses)</b>							
Transfer Out	-	-	-	(30,000)	(30,000)	-	0%
<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(30,000)</b>	<b>(30,000)</b>	<b>-</b>	<b>0%</b>
<b>Change in Fund Balance</b>	<b>8,439</b>	<b>3,440</b>		<b>25,494</b>	<b>25,494</b>	<b>-</b>	
<b>Fund Balance - Beginning</b>	<b>912</b>	<b>912</b>		<b>-</b>	<b>9,351</b>	<b>9,351</b>	
<b>Fund Balance - Ending</b>	<b>9,351</b>	<b>4,352</b>		<b>25,494</b>	<b>34,845</b>	<b>9,351</b>	

	YTD Revenues	FY 2022-23	FY 2023-24	Variance
Property Taxes		1,660	-	(1,660)
<b>Total Revenues</b>		<b>3,440</b>	<b>-</b>	<b>(3,440)</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 20: Energy Projects Fund**

	Fiscal Year 2022-2023			Fiscal Year 2023-2024			
	Year End Actuals	Year to Date Oct 31 2022	% of YE Actuals	Current Budget	Projected Actual	Year to Date Oct 31 2023	% of Budgeted
<b>Revenues</b>							
Local Sources	29,427	9,009	31%	30,000	30,000	7,482	25%
<b>Total Revenues</b>	<b>29,427</b>	<b>9,009</b>	<b>31%</b>	<b>30,000</b>	<b>30,000</b>	<b>7,482</b>	<b>25%</b>
<b>Expenditures</b>							
Purchased Services	-	-		20,000	20,000	-	0%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>		<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0%</b>
<b>Change in Fund Balance</b>	<b>29,427</b>	<b>9,009</b>		<b>10,000</b>	<b>10,000</b>	<b>7,482</b>	
<b>Fund Balance - Beginning</b>	<b>25,873</b>	<b>25,873</b>		<b>64,552</b>	<b>55,301</b>	<b>55,301</b>	
<b>Fund Balance - Ending</b>	<b>55,301</b>	<b>34,882</b>		<b>74,552</b>	<b>65,301</b>	<b>62,783</b>	
			<b>YTD Revenues</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>Variance</b>	
			Local Sources	9,009	7,482	(1,527)	
			<b>Total Revenues</b>	<b>9,009</b>	<b>7,482</b>	<b>(1,527)</b>	

## Corbett School District Calendar for Fiscal Year 2024-2025 Budget

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January 2024 to April 2024

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- |   |           |
|---|-----------|
| • CSD Board appoints Budget Committee members (ORS 294.414) <i>if necessary</i> | CSD Board |
| • CSD Management develops the Proposed Budget                                   | CSD Staff |

Friday, March 29, 2024 Publish Notice of Budget Committee Meetings

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- Newspaper notice within 5-30 days before meeting (ORS 294.426)
- Online notice for at least 10 days before meeting (ORS 294.426)

Wednesday, April 10, 2024 1<sup>st</sup> Budget Committee Meeting Budget Committee

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- Proposed budget document available to committee and public (ORS 294.426)
- Elect Presiding Officer, appoint Recorder
- Superintendent’s Budget Message and Proposed Budget Presentation (ORS 294.403)
- Budget Committee discussion

Wednesday, April 24, 2024 2<sup>nd</sup> Budget Committee Meeting Budget Committee

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- Public Comment
- Continue discussion of proposed budget presentation for approval
- Budget Committee Recommendations
- Approve Budget Document (ORS 294.428) *(Resolution)*

Wednesday, May 1, 2024 3<sup>rd</sup> Budget Committee Meeting *if necessary* Budget Committee

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- Continue discussion of proposed budget presentation for approval

Monday, May 13, 2024 Deadline to submit Approved Budget to TSCC  
 ORS 294.431(1), “thirty days before hearing” or May  
 15<sup>th</sup>, whichever comes first. May request extension.

Friday, June 7, 2024 Publish Notice of CSD Public Hearing on the Budget

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- Newspaper notice within 5-30 days before hearing (ORS 294.438)
- Online notice for at least 10 days before meeting (ORS 294.438)

Wednesday, June 12, 2024 CSD Public Hearing & Board Meeting CSD Board

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- CSD Public Hearing on the Budget (ORS 294.453)
- Adopt Budget Appropriation & Certify Tax Levy - (ORS 294.456) *(Resolution)*
- Each fund cannot be increased by more than 10% of Approved Budget

Monday, July 15, 2024 Deadline to File Certification of Tax Levy with Counties  
 Deadline to File Budget with TSCC (ORS 294.458)

# Corbett School District 39

Code: FB  
Adopted: 1/15/98  
Revised/Readopted: 10/20/21  
Orig. Code: FB

## Facilities Planning

The Board will gather and analyze appropriate data to evaluate the district's facilities needs on a long-range basis. Such data will include, but not be limited to, enrollment projections, anticipated changes in the instructional program, analysis of community building plans, analysis of sites and evaluation of present facilities.

END OF POLICY

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### Legal Reference(s):

[ORS 195.110](#)  
[ORS 197.295 to -197.314](#)

[ORS 332.155](#)

[OAR 581-022-2345](#)

Toxic Substances Control Act, 15 U.S.C. §§ 2601-2629 (2012); Asbestos Hazard Emergency Response Act of 1986, 15 U.S.C. §§ 2641-2656 (2012).



# OREGON AT-A-GLANCE SCHOOL PROFILE

## Corbett School



PRINCIPAL: Kathy Childress | GRADES: K-12 | 35800 E Hist Columbia River Hwy, Corbett 97019 | 503-261-4200

### Students We Serve

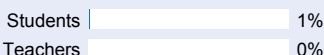


# 1,028

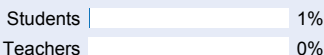
Student Enrollment

### DEMOGRAPHICS

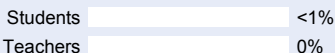
#### American Indian/Alaska Native



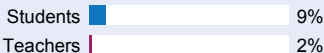
#### Asian



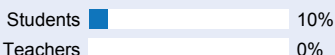
#### Black/African American



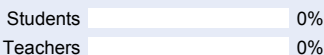
#### Hispanic/Latino



#### Multiracial



#### Native Hawaiian/Pacific Islander



#### White



# 5%

Ever English Learners



# 18

Languages Spoken

# 18%

Students with Disabilities

# 85%

Required Childhood Vaccinations

# 23%

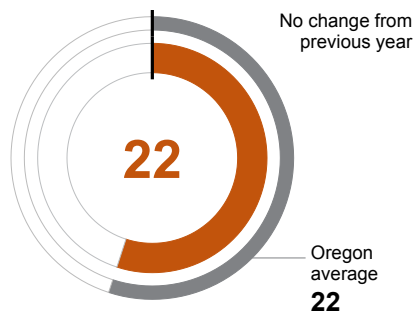
Free/Reduced Price Lunch

\*<10 students or data unavailable

### School Environment

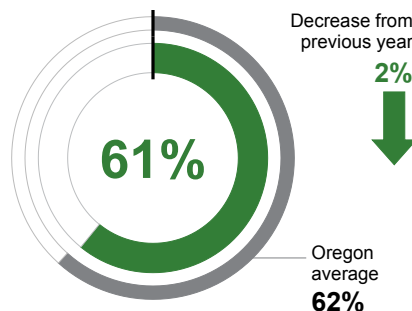
#### CLASS SIZE

Median size of classes in core subjects.



#### REGULAR ATTENDERS

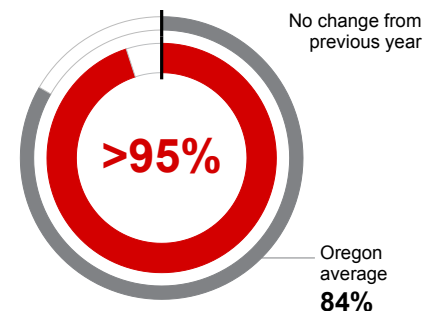
Students who attended more than 90% of their enrolled school days.



### Academic Progress

#### ON-TRACK TO GRADUATE

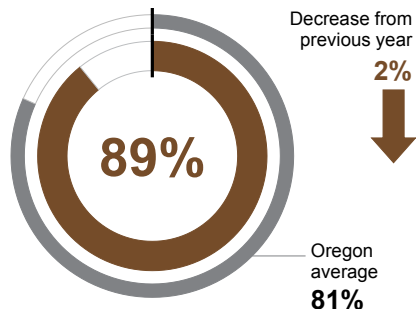
Students earning one-quarter of graduation credits in their 9th grade year.



### Academic Success

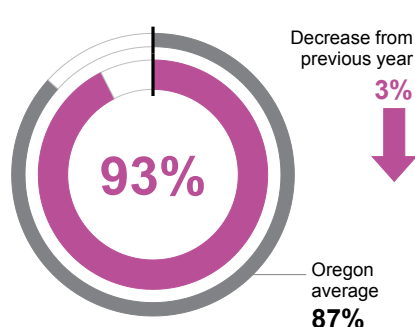
#### ON-TIME GRADUATION

Students earning a diploma within four years. Cohort includes students who were first-time ninth graders in 2018-19 graduating in 2021-22.



#### FIVE-YEAR COMPLETION

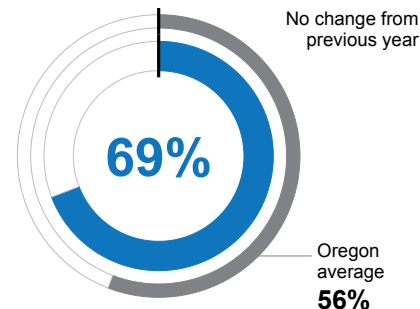
Students earning a high school diploma or GED within five years. Cohort includes students who were first-time ninth graders in 2017-18 finishing in 2021-22.



#### COLLEGE GOING

100

Students enrolling in a two or four year college within 16 months of completing high school in 2020-21. Data from the National Student Clearinghouse.



### School Goals

Our priority is to promote social equity for all students as we foster intellectual development and strengthen critical thinking skills to prepare them for college and future careers.

### State Goals

The Oregon Department of Education is partnering with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2027. To progress toward this goal, the state will prioritize efforts to improve attendance, provide a well-rounded education, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.

### Safe & Welcoming Environment

Corbett School District strives to create a safe and welcoming environment through a variety of initiatives including: multiage classes, morning meetings, translation/interpretation services as needed, zones of regulated instruction, and increased mental health support through our Student Based Mental Health facility.



# OREGON AT-A-GLANCE SCHOOL PROFILE CONTINUED

## Corbett School



2022-23

### Outcomes

#### Our Staff (rounded FTE)



**53**

Teachers



**18**

Educational assistants



**1**

Counselors/  
Psychologists/  
Social Workers



**93%**

Average teacher retention rate over the past three years



**86%**

% of licensed teachers with more than 3 years of experience



**Yes**

Same principal in the last 3 years

	REGULAR ATTENDERS	ON-TRACK TO GRADUATE	ON-TIME GRADUATION
American Indian/Alaska Native	55%	<10 students or data unavailable	<10 students or data unavailable
Asian	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Black/African American	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Hispanic/Latino	57%	92%	<10 students or data unavailable
Multiracial	60%	<10 students or data unavailable	<10 students or data unavailable
Native Hawaiian/Pacific Islander	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
White	61%	>95%	85%
Free/Reduced Price Lunch	50%	>95%	93%
Ever English Learner	70%	<10 students or data unavailable	<10 students or data unavailable
Students with Disabilities	53%	>95%	87%
Migrant	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Homeless	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Students in Foster Care	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Military Connected	<10 students or data unavailable	<10 students or data unavailable	Coming in 2023-24
Talented and Gifted	61%	<10 students or data unavailable	<10 students or data unavailable
Female	63%	>95%	101 86%
Male	59%	>95%	93%
Non-Binary	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable

### About Our School

#### ADVANCED COURSEWORK

**AP for All Program** (100% of students are able to enroll in AP courses) **Math:** up to B C Calculus, Statistics, and Computer Science; **ELA:** AP Literature and AP Language; **Science:** Chemistry and Physics; **Social Sciences:** AP US History, AP Psychology, Research and Seminar. We also offer multiple dual credit courses through MHCC and a Senior Plus Program.

#### CAREER & TECHNICAL EDUCATION

College & Career opportunities include: Career exploration opportunities for seniors, Friday college visits, Youth Transition Program for students with disabilities, and lunchtime college information sessions. Career-related learning experiences include: culinary arts, computer science, materials management, and internships.

#### EXTRACURRICULAR ACTIVITIES

Academic extracurricular opportunities include: National Honor Society and grade/middle school math clubs. School sponsored clubs (e.g.): High school service clubs include Key Club and GSA, K-12 drama club, and middle/high school travel clubs. Sports information can be found at <https://corbett.bigteams.com/>

#### PARENT & COMMUNITY ENGAGEMENT

Corbett School District hosts a variety of events designed to encourage community and parental engagement including a community open house, monthly principal chats, family nights, and end of unit celebrations.

Parents are also encouraged to become involved directly in the school and/or classrooms through the PTA, volunteer opportunities, chaperone opportunities, and the district site council.



# OREGON AT-A-GLANCE DISTRICT PROFILE

## Corbett SD 39



SUPERINTENDENT: Derek Fialkiewicz | 35800 E Hist Columbia River Hwy, Corbett 97019 | 503-261-4200

### Students We Serve

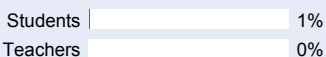


# 1,030

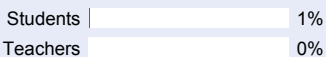
Student Enrollment

### DEMOGRAPHICS

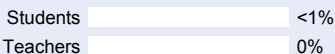
#### American Indian/Alaska Native



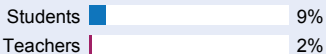
#### Asian



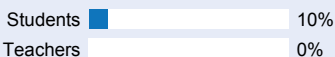
#### Black/African American



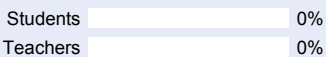
#### Hispanic/Latino



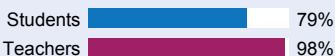
#### Multiracial



#### Native Hawaiian/Pacific Islander



#### White



## 5%

Ever English Learners



## 18

Languages Spoken

## 18%

Students with Disabilities

## 6%

Mobile Students

## 23%

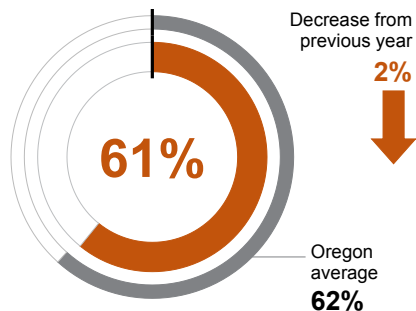
Free/Reduced Price Lunch

\*<10 students or data unavailable

### District Environment

#### REGULAR ATTENDERS

Students who attended more than 90% of their enrolled school days.

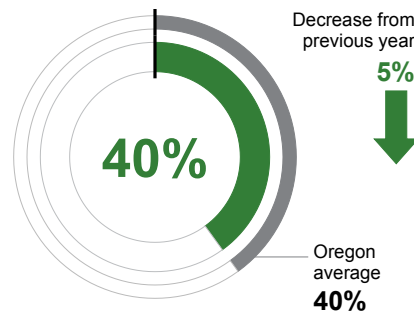


### Academic Success

#### Grade 3

#### ENGLISH LANGUAGE ARTS

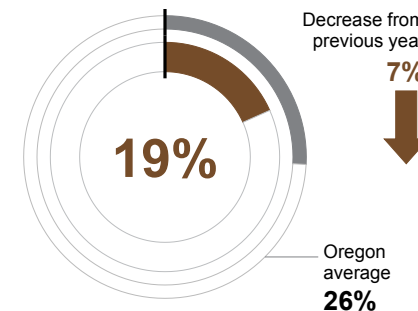
Students meeting state grade-level expectations.



#### Grade 8

#### MATHEMATICS

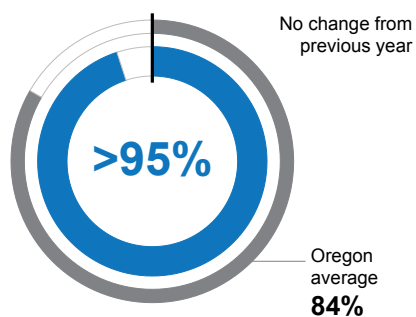
Students meeting state grade-level expectations.



### High School Success

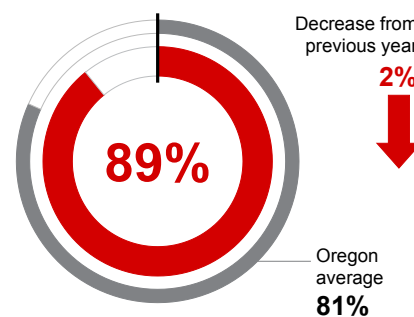
#### ON-TRACK TO GRADUATE

Students earning one-quarter of graduation credits in their 9th grade year.



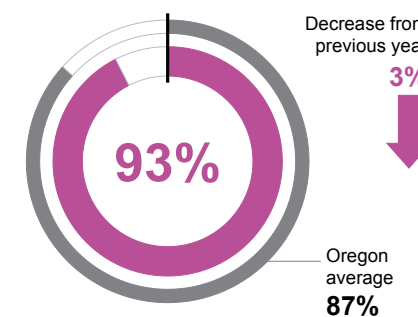
#### ON-TIME GRADUATION

Students earning a diploma within four years. Cohort includes students who were first-time ninth graders in 2018-19 graduating in 2021-22.



#### FIVE-YEAR COMPLETION

Students earning a high school diploma or GED within five years. Cohort includes students who were first-time ninth graders in 2017-18 finishing in 2021-22.



### District Goals

Our primary goal is to facilitate learning in both a physically and emotionally safe environment while promoting equity for all of our students. We also strive to operate the district in a financially responsible manner. Finally, we aim to maintain and plan for appropriate facilities, as we move forward with the construction of our Woodard campus, and we will continue to forge positive and collaborative relationships within our district communities.

### State Goals

The Oregon Department of Education is partnering with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2027. To progress toward this goal, the state will prioritize efforts to improve attendance, provide a well-rounded education, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.



# OREGON AT-A-GLANCE DISTRICT PROFILE CONTINUED

## Corbett SD 39

2022-23

### Outcomes

#### Our Staff (rounded FTE)



**6**

Administrators



**56**

Teachers



**19**

Educational assistants



**2**

Counselors



**0**

Social Workers



**0**

Licensed Librarians



**0**

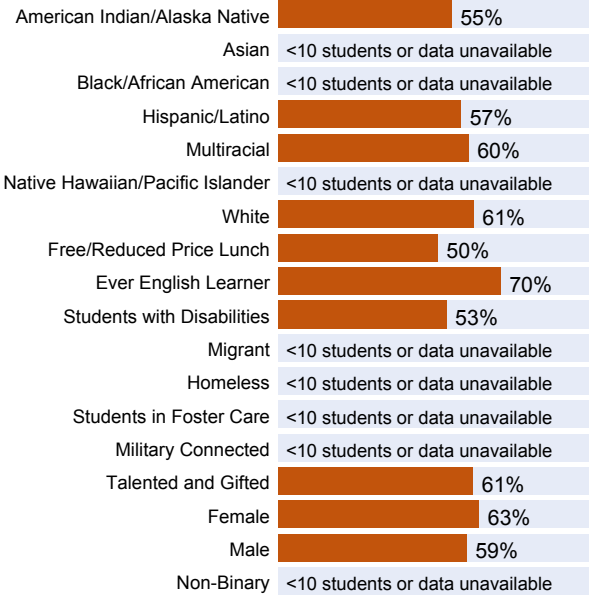
Psychologists



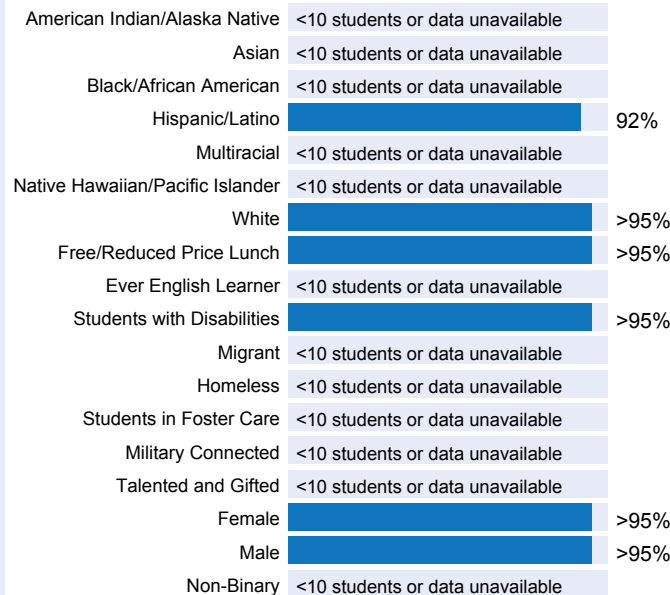
**86%**

% of licensed teachers with more than 3 years of experience

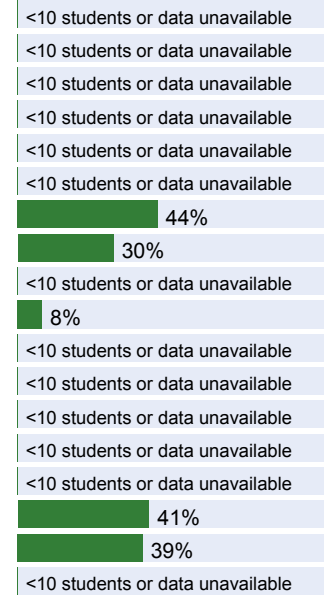
#### REGULAR ATTENDERS



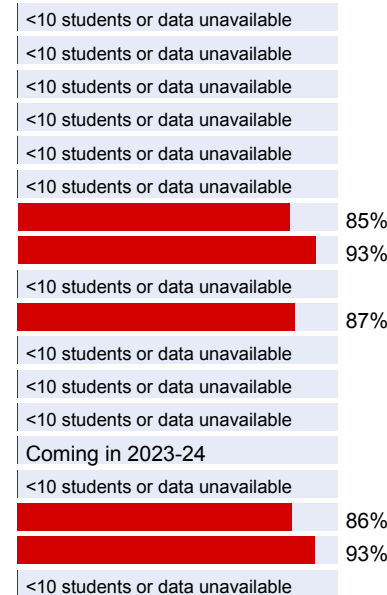
#### ON-TRACK TO GRADUATE



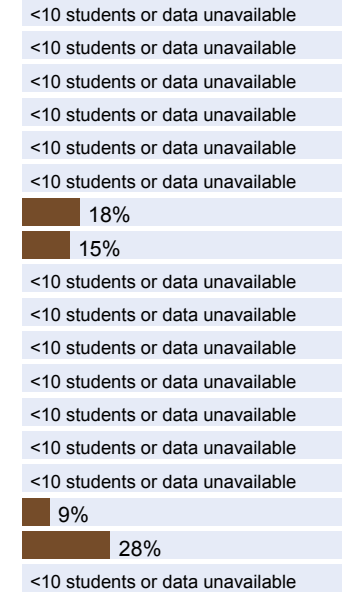
#### Grade 3 ENGLISH LANGUAGE ARTS



#### ON-TIME GRADUATION

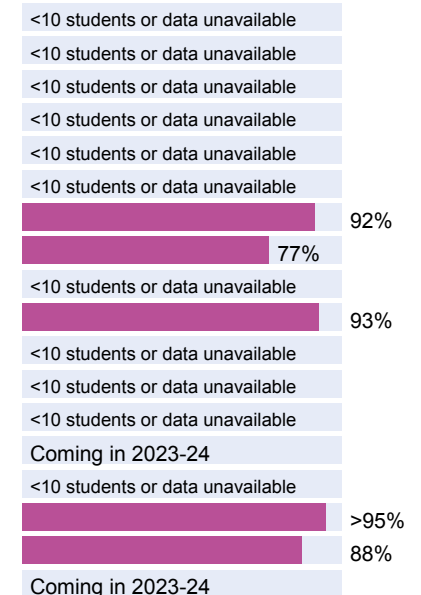


#### Grade 8 MATHEMATICS



103

#### FIVE-YEAR COMPLETION



## **Girls Basketball HS**

Head Coach: Bill Schimel

Asst. Coach: Aaron Holwege

## **Boys Basketball HS**

Asst. Coaches: Steve Merrill, Justin Isaacson

## **Swimming HS**

Head Coach: Jeremy Schmidt

## **Wrestling HS**

Head Coach: David Van Horn

Asst. Coach: Dan Hunter

## **Boys Basketball MS**

Head Coach: Greg Noles

Asst. Coach: Jeremy Cummings

## **Girls Basketball MS**

Head Coach: Steve Fancher

## **Wrestling MS**

Head Coach: David Rau

COACHES for winter 23-24

# Corbett School District 39

Code: ECAC  
Adopted: 7/31/19

## Video Surveillance

The Board authorizes the use of video cameras on district property to ensure the health, welfare and safety of all staff, students and visitors to district property, and to safeguard district facilities and equipment. Video cameras may be used in locations as deemed appropriate by the superintendent.

The district shall notify staff and students through student/parent and staff handbooks that video surveillance may occur on district property.

Students or staff in violation of Board policies, administrative regulations, building rules or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement.

A video recording may become a part of a student's educational record or a staff member's personnel record. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

END OF POLICY

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### Legal Reference(s):

[ORS 30.864](#)  
[ORS 192.420 to -192.505](#)  
[ORS 326.565](#)  
[ORS 326.575](#)

[ORS 332.107](#)  
[ORS 336.187](#)  
[ORS 342.850](#)

[OAR 166-400-0010 to -0065](#)  
[OAR 581-021-0210 to -0430](#)  
[OAR 581-022-2260](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2012).  
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).

### Cross Reference(s):

ECAB - Vandalism/Malicious Mischief/Theft  
EEA - Student Transportation Services

# Corbett School District 39

Code: EEACCA  
Adopted: 7/31/19

## Video Cameras on Transportation Vehicles

The Board recognizes the district's continuing responsibility to maintain and improve discipline, and ensure the health, welfare and safety of its staff and students on school transportation vehicles.

The Board, after having carefully weighed and balanced the rights of privacy of students and staff with the district's duty to ensure discipline, health, welfare and safety of staff and students on school transportation vehicles, supports the use of video cameras on its transportation vehicles.

Video cameras may be used to monitor student behavior on school transportation vehicles that transport students to and from curricular and extracurricular activities.

Such equipment may also be used to monitor the performance of district employees in the fulfillment of their duties in school transportation vehicles that are transporting students to and from curricular and extracurricular activities.

Students in violation of district conduct rules shall be subject to disciplinary action in accordance with established Board policies and administrative regulations governing student conduct and discipline.

Staff shall be subject to established Board personnel policies, administrative regulations and collective bargaining agreements including provisions related to evaluation, discipline and dismissal.

Video recordings, depending on how they are used in student disciplinary proceedings, may become a part of a student's education record. In such cases, the district shall comply with all applicable state and federal laws related to education records. Such records will also be subject to established district procedures regarding education records including access, review and release of such records.

The superintendent shall develop procedures for the notification of staff, students, parents and others as necessary of the use of video cameras on school transportation vehicles and such other procedures as may be required for the implementation of this policy.

END OF POLICY

---

### Legal Reference(s):

[ORS 30.864](#)  
[ORS 192.420 to -192.505](#)  
[ORS 326.565](#)  
[ORS 326.575](#)

[ORS 332.107](#)  
[ORS 336.187](#)  
[ORS 342.850](#)

[OAR 166-400-0010 to -0065](#)  
[OAR 581-021-0210 to -0430](#)  
[OAR 581-022-2260](#)  
[OAR 581-053-0240\(11\)](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2012).  
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).

### Cross Reference(s):

JO/IGBAB - Education Records/Records of Students with Disabilities

# Corbett School District 39

Code: EEACCA-AR

Revised/Reviewed: 7/31/19

## Video Cameras on Transportation Vehicles

### Education Records

1. The district will comply with provisions of state and federal law regarding education records requirements including the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA) as applicable to the district's use of video recordings. Video recordings which become a part of a student's education record will be maintained in accordance with established education record procedures governing access, review and release of education records.
2. The district will include notice in parent/student handbooks that video cameras may be used on district transportation vehicles transporting students to and from curricular and extracurricular activities. The district will include, as a part of its notice procedures, a copy of the district's video camera policy and procedures to all students and parents accompanied by a form to be signed and returned to the district as an acknowledgment of being read and understood.
3. Students will be notified when video camera is "on board" and in use on district vehicles.

### Staff Records

1. Video recordings considered for retention as part of the employee's personnel record will be maintained in accordance with established Board personnel policies, administrative regulations and collective bargaining agreements governing access, review and release of employee personnel records.
2. The district will include notice in personnel handbooks that video cameras may be used on district transportation vehicles that transport students to and from curricular and/or extracurricular activities.
3. Staff will be notified when video camera is "on board" and in use in district vehicles.

### Storage/Security

1. All video recordings will be stored and secured to ensure confidentiality.
2. Video recordings will be stored for five days after the initial recording, unless a request is made to view a recording. These recordings will then be erased unless they become part of a student's education record.
3. Video recordings held for review of student or staff incident will be maintained in their original form pending resolution. The recording will then be either erased or retained as necessary as a part of the student's education record and/or employee's personnel record in accordance with the established district policy and procedures.

## **Use**

1. Video cameras will be used on all district transportation vehicles transporting students to and from curricular or extracurricular activities at the discretion of the transportation supervisor or superintendent.
2. Staff and students are prohibited from tampering with or otherwise interfering with video camera equipment.

## **Viewing Requests**

1. Requests for viewing video recordings will be limited to district officials, including teachers whom the district has determined to have legitimate educational interests, parent(s) or the student 18 years of age or older or others specified in state and federal law and accompanying regulations.
2. Requests for viewing may be made to the superintendent or designee within five school days of the date of recording.
3. Only the portion of the video recording concerning a specific incident(s) will be made available for viewing.
4. Approval/Denial for viewing will be made within five school days of receipt of request and so communicated to the requesting individual(s).
5. Video recordings will be made available for viewing within three school days of the request approval.

## **Viewing**

1. Actual viewing will be permitted at district-related sites only, including the transportation office, in schools, at the district office or as otherwise required by law.
2. A written log will be maintained of those viewing video recordings including the date of viewing, the reason for viewing, the date the recording was made, the vehicle and driver recorded and the signature of the viewer.
3. Video recordings remain the property of the district and may be reproduced only in accordance with law, including applicable district education records policy and procedures and district personnel records policy, procedures and applicable collective bargaining agreements.