

LANE EDUCATION SERVICE DISTRICT	BOARD MEETING
1200 Hwy 99 N	Tuesday, December 5, 2023
Eugene, Oregon 97402	Regular Meeting: 6:00 PM

**LANE ESD BOARD MEETING
AGENDA**
Tuesday, December 5, 2023

1. Work Session

This work session will be conducted for Board members who would like to discuss fundraising for the Westmoreland Campus playground and library.

Board Chair

2. Reception

The Board of Directors will celebrate the career and retirement of Business Services Executive Director Dave Standridge. Staff and former staff are welcome to attend.

Board of Directors

3. Call Regular Meeting To Order

Board Chair

4. Welcome

Guests attending the meeting will be introduced.

Board Chair

5. Public Participation

This is an opportunity for the audience to address the Board on topics either on, or not on, the agenda. There will also be opportunities for the audience to comment on specific agenda items as the Board addresses them.

Niyah Ross has requested an opportunity to address the Board.

Board Chair

Board Public Comment Document

19

6. Agenda Review

Board Chair

7. Lane Education Service District Statement of Accountability: Land Acknowledgement

Lane ESD acknowledges that the lands we call Lane County - the lands that sustain our children, our future, and our collective well-being - are the traditional ancestral home of the Kalapuya, Siuslaw, Molalla, and other indigenous people who have lived in Lane County since time immemorial. Native children, families, and communities bear witness to a legacy of displacement and forced relocation. As an educational institutions we are accountable for addressing the current and former silencing, erasure and genocide of native people in Oregon and Turtle Island. We aim to join with indigenous people, honoring their resilience, courage, and self-determination in a purposeful pursuit of justice.

Members of the Board

Lane ESD Board of Directors Land Acknowledgement

8. Action Items

Board Chair

A. Consent Agenda

The Lane ESD Board of Directors has agreed to implement a consent agenda. All items in the consent agenda are adopted by a single motion unless a member of the Board or the Superintendent requests that such item be removed from the consent agenda and acted upon separately.

Generally, consent agenda items are matters which members of the Board agree are routine in nature and should be acted upon in one motion to conserve time and to enable the Board to focus on the other matters on the agenda.

Back-up materials for consent agenda items are included in the agenda packet as needed. Minutes of this meeting will reflect action on each item.

If any board member wishes to withdraw any consent group item, it will be moved to the appropriate section of the agenda.

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent group as submitted and listed below.

1. Human Resource Report, dated December 1, 2023

Board Chair

Hrrpt 12-1-2023

B. Accept Financial Report

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for November 2023.

Board Chair

11-30-23 Board report - ESD

23

C. Accept Transit Dollar Requests

Pursuant to ORS 334.177, as amended by 2013 House Bill 3401, a component school district board may request that a percentage of the state formula revenue received by Lane ESD be distributed to the school district for any purpose identified by the school district board. The request for these "Transit Dollars" will be distributed on an ADMw basis.

The ORS requires that the component school district Board submit the request to the Lane Education Service District Board no later than November 1, 2023. The percentage of funds requested may affect the school district's ability to participate in the formal governance of Lane Education Service District.

Withdrawal of Transit Funds: Districts electing to withdraw transit funds in excess of 50% will be assessed a fee on services ordered from the ESD as follows:

- 51%-80% 10% service fee
- 81%-100% 15% service fee

The following additional component school district has submitted a Transit Dollar Request for the 2024-25 School Year, with no districts requesting more than 50% of transit dollars available to them:

- Eugene School District 4J

BE IT RESOLVED that the Board of Directors of Lane ESD accepts Transit Dollar Request from Component School Districts for the 2024-25 School Year, as presented.

Board Chair, Superintendent

Eugene 4J School District Transit Dollar Request for 2024-25

24

D. Second Reads: Policy Adoption

The Board shall exercise its rule-making power by adopting policies consistent with the Oregon Revised Statutes, Oregon Administrative Rules or opinions of a court of competent authority, for its own governance and for the organization and operation of Lane ESD. The Board accepts the definition of policy set forth by the National School Boards Association:

School Board policies are statements which set forth the purposes and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.

Such policies may be adopted, amended or repealed at any Board meeting provided that the proposed adoption, amendment or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding meeting until approved or rejected and except that the Board may adopt, amend or repeal policies at any meeting of the Board in the event of an actual emergency, as determined at the sole discretion of the Board. Additionally, when in the best interests of the district, immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Policies shall be adopted, amended or repealed by the affirmative vote of four or more Board members.

Superintendent Scurto, Board Chair

1. EHB: Cybersecurity

Cybersecurity is an increasing issue in schools across the country. To help ESDs establish norms and procedures, OSBA is releasing a new optional policy.

This policy is NEW to Lane ESD.

Superintendent Scurto

EHB Cybersecurity

25

2. GDBDF/GDBDF: Paid Family Medical Leave Insurance

Summary

The Oregon Legislature has passed paid family leave laws with benefits becoming available on September 3, 2023. This policy is intended to help ESDs make decisions and implement these laws. The ESD has the

option of using the state-run program Paid Leave Oregon, or continuing with an equivalent plan and there is a model policy available for either situation.

The accompanying AR includes procedure language covering topics such as: application; employee notices; concurrent use of ESD-provided leave; return to work; communications; employer notices; filings; employee protections.

Collective Bargaining Impact

Districts may bargain aspects of paid family leave. Many districts have received requests to bargain regarding over these topics.

Superintendent Scurto

GCBDF_GDBDF Paid Family Medical Leave Insurance 26

- 3. ICB: Religious and Cultural Holidays
IGBHD: Program Exceptions

Summary

ESDs are prohibited from discriminating against student, staff and community members on the basis of religion and other protected classes. To assist ESDs in valuing the cultural and religious backgrounds of the communities that they serve, OSBA is releasing new optional policy ICB. OSBA has also updated policy IGBHD to more closely match the legal requirements for requesting an exemption from school activities.

Collective Bargaining Impact

None

Superintendent Scurto

ICB Religious and Cultural Holidays 30

IGBHD Program Exceptions 33

- 4. JGE: Expulsion

Summary

ORS 339.250(2) requires district school boards to have a policy on expulsion. There has been some confusion on the Board's role in expulsions, especially related to the expulsion hearing. This change clarifies the Board's role and gives the Board the option of delegating the hearings officer role in the policy, thus relieving the board of the obligation to meet every time there is a recommendation for expulsion to

designate a hearings officer. The board retains authority on appeal.

Collective Bargaining Impact

None

Superintendent Scurto

JGE Expulsion

35

E. OSBA Election: Resolution to Create Oregon Rural School Board Members Caucus

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.

Board Chair

EX2023Resolution1RuralCaucusVotingStatusOSBABoard

38

F. OSBA Election: Resolution to Amend the OSBA's 2018 Bylaws

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.

Board Chair

EX2023Resolution2AmendmentsToTheOSBABylaws 46

EX2023OSBABylawsCrosswalk 65

G. OSBA Election: Lane Region 6 Board Member

The Oregon School Boards Association is organized as one general state association with up to 24 regionally elected representatives established across 14 geographic regions to support member participation and representation.

In odd-numbered years member boards vote to elect regional representatives for even-numbered positions on the OSBA Board of Directors. Member boards also vote to elect all regional representatives on the Legislative Policy Committee.

In even-numbered years member boards vote to elect regional representatives for odd-numbered positions on the OSBA Board of Directors. Member boards also vote on the OSBA Legislative Priorities and Principles.

Lane ESD Board Member Linda Hamilton has been nominated to the Board of Directors for Oregon School Boards Association.

BE IT RESOLVED that the Board of Directors of Lane ESD casts its vote for Linda Hamilton for OSBA Board of Directors.

Board Chair

EX2023ElectionBoardPosition6HamiltonNomination 71

EX2023ElectionBoardPosition6HamiltonQandR 72

H. OSBA Elections: Region 6 Legislative Policy Committee Candidate

The Oregon School Boards Association's primary legislative goal is to serve as the collective voice for all Oregon public school boards.

Legislative Policy Committee (LPC) members play an invaluable role in this process by building relationships with the legislators that represent their LPC region, serving as a resource for the OSBA members within the LPC region, and lending an effective voice in public policy that impacts education. The LPC members report to and represent the member boards in their respective LPC region.

OSBA's goal is to have one representative from every school board act as the liaison between their regions LPC representatives and their school board.

The term of office for Legislative Policy Committee members is two calendar years. There is no limit to the number of terms to which you may be re-elected. Elections are held in the fall in odd-numbered years, at the same time as OSBA board elections.

Members of the Legislative Policy Committee have the following responsibilities:

- LPC members will attend LPC meetings in even-numbered years, with a goal of approving the legislative priorities and principles document, and participate in the development of the legislative work plan.
- LPC members will attend LPC meetings during odd-numbered years as directed by the LPC chair to discuss legislative issues and the association's position and to receive training in advocacy techniques and strategies.
- LPC members will participate in and promote legislative advocacy and activities by attending the fall regional meeting for their LPC region, OSBA's annual convention, the annual membership meeting held each November, and other OSBA conferences and training sessions, as possible.
- LPC members will follow legislative session activity by regularly checking OSBA's website, reading OSBA Legislative Highlights, and attending weekly legislative session updates.
- LPC members will develop two-way communication channels with the school board members within their LPC region that will enable the accurate and timely preparation for and response to Oregon's legislative sessions.
- LPC members should build relationships with the legislators representing their LPC region and serve as a resource for those legislators on public education issues.
- In coordination with OSBA legislative staff, LPC members will initiate contact with key legislators about OSBA legislative issues and respond to OSBA legislative

alerts by contacting the appropriate legislator when critical legislative issues need a voice during the legislative session.

- LPC members will participate in the development of the Legislative Priorities and Principles and the Legislative Workplan.
- The Legislative Priorities and Principles encompass the overarching guidelines for OSBA's lobbying and advocacy activities and serve as the framework for the legislative work plan. This work plan will serve as the guiding document between the direction of the Legislative Priorities and Principles and the tactical, day-to-day work carried out by the legislative team.

Judy Newman, Eugene School District 4J, has been nominated to serve as Lane Region 6's Legislative Policy Committee Member.

BE IT RESOLVED that the Board of Directors of Lane ESD casts its vote for Judy Newman for OSBA's Legislative Policy Committee member from Lane Region 6.

Board Chair

EX2023ElectionLPCPosition6NewmanNomination 75

EX2023ElectionLPCPosition6NewmanQandR 76

I. Approve 2023-25 Local Service Plan - Year Two

The Lane Superintendents' Council approved the Local Service Plan - Year Two at its November 21 meeting.

According to ORS 334.175, services provided by an education service district shall be provided according to a local service plan developed by the education service district and component school districts. Further, after being adopted by the board of the education service district, be approved on or before March 1 by resolution of two-thirds of the component school districts that are a part of the education service district and that have at least a majority of the pupils included in the average daily membership of the education service district.

Superintendent Scurto is currently scheduled to visit the following component school district boards:

December 11, 6:00 p.m. - Oakridge School District

December 13, 5:30 p.m. - Creswell School District

January 8, 6:00 p.m. - Marcola School District

January 10, 6:30 p.m. - Siuslaw School District

January 18, 7:00 p.m. - Crow-Applegate-Lorane School District

January 22, 4:00 p.m. - Lowell School District
January 22, 6:00 p.m. - Junction City School District
January 22, 6:30 p.m. - Fern Ridge School District
February 12, 7:00 p.m. - Pleasant Hill School District
February 12, 6:00 p.m. - Springfield Public Schools
February 14, 6:00 p.m. - Blachly School District
February 21, 5:30 p.m. - McKenzie School District
February 26, 6:30 p.m. - Bethel School District

Superintendent Scurto, Board Chair

23-25 Local Service Plan - Year Two

83

9. Discussion/Reports

A. Legislative Update

Superintendent Scurto will provide an update in legislative activities if there are any updates.

Superintendent Tony Scurto

B. Superintendent Report

Superintendent Tony Scurto

C. OSBA Annual Convention Debrief

The Board of Directors of Lane ESD will debrief attendance at the OSBA Annual Convention.

Board of Directors

D. Policy Adoption/Committee

Board Chair

E. Policy Updates: First Read

This policy is Required if the ESD operates a school and participates in a free or reduced-priced meal program with ODE.

Title 7 C.F.R. 210.31(a) requires local education agencies to "establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast Program...". The law describes the policy as "a written plan that includes" various components intended to improve student wellness. This policy is designed to meet the requirements for a wellness policy and provide the framework for the ESD's plan. Previously, these requirements were split between the policy and an

administrative regulation (AR). All required and/or related content is now included in the model policy.

Superintendent Scurto

EFA G1.docx 90

F. Lane School Holiday Bazaar

The Lane School Holiday Bazaar is scheduled for December 12 and 13, from 9:00 a.m. to noon each day. The students will shop in the Lane School cafeteria. Lane School staff welcome help from board members and Lane ESD staff.

To volunteer or contribute to the event, please contact Anna Shea at ashes@lesd.k12.or.us.

Superintendent Scurto

Bazaar Flyer 101

10. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, Technology and School Improvement have submitted written reports to the Board on matters of interest concerning his/her area of responsibility.

Administrative Staff

School Improvement Board Update_12_05_23 102

December 2023 IT Board Report 103

Dec 2023 Special Education Report to the Board 104

11. Board Member Reports and Comments/Agenda Planning

Lane ESD Board, Liaisons, Advisors

A. Agenda Planning

Board members are invited to send agenda items to be considered for the next board meeting. Please call or email to the Board Chair or Superintendent.

Board Chair

B. Board Member Reports

Board members are asked to submit their reports in writing to be attached to Boardbook. Reports can be sent to the Executive Assistant in advance of the meeting.

As Board Members prepare their reports, please consider the following questions:

1. What programs did I visit over the last month? What committees did I participate in?
2. What is the connection to the LESD services and programs to the component districts or community?
3. What significance or meaning does the activity have to the broader community?
4. What are the next steps or follow-up activities planned?

Sherry Duerst-Higgins
Linda Hamilton

Leslie Harris

Nora Kent

Sydney Kissinger: I attended the OSBA Conference in Portland November 9 to 11. Our board got together for dinner the first night. The sessions the next days focused on equity, inclusion, and a Balanced Governance approach in school boards. The keynote speakers were informed, exciting, and excellent presenters. They offered books for further research.

November 30 I went to a panel discussion at the Art House in Eugene based on the play To Kill a Mockingbird which was being shown at the Hult Center during the first week in December. The panel consisted of five well informed members of our community in racial justice, Oregon's justice system, and the impact of the arts in educating the community.

On December 1, I went to the First Friday Artwalk's event of Community of Color. The first presenter was from Pacific University who informed us of the programs they offer. The next presenter was Dr David Lewis who wrote the book Tribal Histories of the Willamette Valley. He read from his book and offered some for sale. I bought his signed book. It is fascinating, a good read.

I plan to be in attendance to discuss a playground and possibly a library for

the Westmoreland Campus.

Vanessa Truett

Rose Wilde

Sue Wilson, Superintendents' Council Advisor

Emilio Hernandez, Liaison, Springfield Public Schools

Mike Anderson, Liaison, Creswell School District

Erin Zygaitis, Community Advisor

Board, Advisors, Liaisons

Nora Kent report Dec23 105

2023 Dec 5 Wilde Board Member report(1) 106

12. Announcements/Correspondence

Board Chair

A. Acknowledgements and Recognition

Superintendent Tony Scurto

B. Kudos

Thank you to those who took the time to acknowledge co-workers/staff with kudos. Employees and Board members can submit a "kudo" any time during the month. To submit a kudo visit:
www.lesd.k12.or.us/forms/kudos.html

Administrators

C. Announcements

Board Chair

1. Lane ESD Board Member Activities and Opportunities

December 4, 2023: Oregon School Board Members of Color Caucus
Executive Team Meeting

February 16, 2024: OSBA Bonds, Ballots and Buildings Conference

2. Component District Board Meeting Dates

Bethel: The school board usually meets in regular public sessions at 6:30 p.m. on some Mondays of the month during the regular school year. at the Bethel District Office located at 4640 Barger Drive in Eugene. This schedule sometimes varies, and special meetings and work sessions are scheduled as necessary. The Bethel School District Board of Directors will conduct meetings in-person and virtually, unless otherwise noted.

Blachly: The District Board meets on the third Wednesday of each month at 6:00 pm in the school library.

Creswell: Regular Board of Director meetings are typically held the second Wednesday of each month at 7:00 PM. Special meetings and work sessions are scheduled as necessary.

Crow-Applegate-Lorane: The Board of Directors for Crow-Applegate-Lorane School District #66 holds a regular meeting at 7:00 pm on the third Thursday of each month. The meetings are held at Applegate Elementary School and at the Lorane Grange. For current information, contact the CAL district office at 541-935-2100. Executive sessions usually begin at 6:30 pm and are closed to the public.

Eugene: The school board usually meets in regular public sessions on the first and third Wednesdays of each month at 7 p.m. at the Education Center, 200 North Monroe, Eugene. This schedule sometimes varies, and special meetings and work sessions are scheduled as necessary.

Fern Ridge: The Fern Ridge School District Board of Directors meets on the 3rd Monday of each month unless posted otherwise.

Junction City: Monthly Meetings are held 4th Monday of the month except in December and July.

Lowell: Regular Board Meetings are scheduled for the 4th Monday of the month, with the meeting beginning at 4:00 pm. When there is a holiday on the 4th Monday, normally, the meeting will be held on an alternate Monday. Study sessions are tentatively scheduled to provide the opportunity for the Board to meet to study an individual aspect of the District.

Mapleton: The Mapleton School Board meets on the third Wednesday of each month. There is no meeting during the month of July. The School Board meeting is held in the high school at 6:00pm, unless otherwise noted.

Marcola: Regular board meetings are scheduled for the 2nd Monday of each month at 6 PM.

McKenzie:

Oakridge: Board Meeting calendar is posted on the Oakridge School District website.

Pleasant Hill: Board meeting calendar is posted on the Pleasant Hill

School District website.

Siuslaw: The board of directors meet the second Wednesday of each month with the exception of a regular meeting scheduled for August 17, 2022. The board normally meets in the district board room located at 2111 Oak Street in Florence, Oregon. The meetings are scheduled to begin at 6:00 p.m. with work session and the regular meeting will begin at approximately 6:30p.m. Please see the school calendar on the district website to confirm dates and times or call the district office at 541-997-2651.

South Lane: The South Lane School Board usually meets in regular public sessions on the first Monday and third Monday of each month at 5:30 p.m. for a work session. This schedule sometimes varies, and additional meetings and work sessions are scheduled as necessary. Meetings normally are held at the South Lane School District Office, 455 Adams Ave in Cottage Grove.

Springfield: The Board of Directors meet twice during most months during the school year. Regular business meetings begin at 7 p.m. on the second Mondays of the month. Work sessions are generally held at 5:30 p.m. on the fourth Monday of the month. All meetings, unless otherwise noted, are held in the Board Room of the Springfield Public Schools Administration Building, 640 A Street, Springfield, OR 97477.

Discussion:

Bethel: The school board usually meets in regular public sessions at 6:30 p.m. on some Mondays of the month during the regular school year. at the Bethel District Office located at 4640 Barger Drive in Eugene. This schedule sometimes varies, and special meetings and work sessions are scheduled as necessary. The Bethel School District Board of Directors will conduct meetings in-person and virtually, unless otherwise noted.

Blachly: The District Board meets on the third Wednesday of each month at 6:00 pm in the school library.

Creswell: Regular Board of Director meetings are typically held the second Wednesday of each month at 7:00 PM. Special meetings and work sessions are scheduled as necessary.

Crow-Applegate-Lorane: The Board of Directors for Crow-Applegate-Lorane School District #66 holds a regular meeting at 7:00 pm on the third Thursday of each month. The meetings are held at Applegate Elementary School and at the Lorane Grange. For current information, contact the CAL district office at 541-935-2100. Executive sessions usually begin at 6:30 pm and are closed to the public.

Eugene: The school board usually meets in regular public sessions on the first and third Wednesdays of each month at 7 p.m. at the Education Center, 200 North Monroe, Eugene. This schedule sometimes varies,

and special meetings and work sessions are scheduled as necessary.

Fern Ridge: The Fern Ridge School District Board of Directors meets on the 3rd Monday of each month unless posted otherwise.

Junction City: Monthly Meetings are held 4th Monday of the month except in December and July.

Lowell: Regular Board Meetings are scheduled for the 4th Monday of the month, with the meeting beginning at 4:00 pm. When there is a holiday on the 4th Monday, normally, the meeting will be held on an alternate Monday. Study sessions are tentatively scheduled to provide the opportunity for the Board to meet to study an individual aspect of the District.

Mapleton: The Mapleton School Board meets on the third Wednesday of each month. There is no meeting during the month of July. The School Board meeting is held in the high school at 6:00pm, unless otherwise noted.

Marcola: Regular board meetings are scheduled for the 2nd Monday of each month at 6 PM.

McKenzie:

Oakridge: Board Meeting calendar is posted on the Oakridge School District website.

Pleasant Hill: Board meeting calendar is posted on the Pleasant Hill School District website.

Siuslaw: The board of directors meet the second Wednesday of each month with the exception of a regular meeting scheduled for August 17, 2022. The board normally meets in the district board room located at 2111 Oak Street in Florence, Oregon. The meetings are scheduled to begin at 6:00 p.m. with work session and the regular meeting will begin at approximately 6:30p.m. Please see the school calendar on the district website to confirm dates and times or call the district office at 541-997-2651.

South Lane: The South Lane School Board usually meets in regular public sessions on the first Monday and third Monday of each month at 5:30 p.m. for a work session. This schedule sometimes varies, and additional meetings and work sessions are scheduled as necessary. Meetings normally are held at the South Lane School District Office, 455 Adams Ave in Cottage Grove.

Springfield: The Board of Directors meet twice during most months during the school year. Regular business meetings begin at 7 p.m. on the second Mondays of the month. Work sessions are generally held at 5:30 p.m. on the fourth Monday of the month. All meetings, unless otherwise noted, are held in the Board Room of the Springfield Public Schools Administration Building, 640 A Street, Springfield, OR 97477.

Board Chair

13. Adjournment of Regular Meeting of the Board

- The next regular meeting is scheduled to be held Tuesday, January 2, 2024, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

14. Executive Session

The Board of Directors of Lane ESD will conduct an Executive Session:

- To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless they request an open meeting. (ORS 192.660(2)(b))

Board Chair

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites ESD community members to attend Board meetings to become acquainted with the program and operation of the ESD. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the ESD at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA - Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, do so as directed prior to the Board meeting. A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda.
4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the ESD, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the ESD office as directed.
6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to

Lane ESD
Board Public Comment

inquiries that are expected to be addressed during another designated portion of the agenda.

The Board will not hear public comment at Board work sessions.

Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the ESD office, by mail or by email to supt-office@lesd.k12.or.us. Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the Board meeting. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of ESD operations and programs. The Board will not hear comments regarding any individual ESD staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.

When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

Public comment received via US Mail has been scanned and attached to the agenda.

HUMAN RESOURCES REPORT TO LANE ESD BOARD

December 1, 2023

CLASSIFIED STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Heflin, McKinley	Instructional Assistant, Life Skills	12/5/2023	was Life Skills IA rehire
	Martinez, Johnathan	Instructional Assistant, Life Skills	12/5/2023	
	Rauschenberger, Chad	Instructional Assistant, At-Large	11/27/2023	
	Saylo, Kimberli	Instructional Assistant, Life Skills	12/5/2023	
	Zamudio, Alaina	Instructional Assistant, Life Skills	11/28/2023	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

LICENSED STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>				
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>	Terwilliger, Arin	Teacher, Incarcerated/Adjudicated Youth	11/15/2023	was At-Large
	Weilert, Amber	Teacher, Life Skills	11/20/2023	was classified

MANAGEMENT STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Buch, Olivia	Executive Director, Business Services	12/20/2023	
	McRae, Katie	Office Manager, Special Education	12/4/2023	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

PROFESSIONAL STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Mahle, Brandon	Coordinator, Data and Reporting	11/13/2023	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

VACANCY NOTICES (Information)

Posting #	Position	Closing Date	Notes
640	Instructional Assistant, Life Skills	12/12/2023	In process
770	Instructional Assistant, Life Skills	Open pool	In process
791	Teacher, Life Skills (23-24)	12/11/2023	In process
872	Specialist, Lane Teacher Pathways	10/5/2023	In process
882	Instructional Assistant, At-Large	12/12/2023	In process
901	Specialist, Literacy K-5	8/28/2023	In process
905	Instructional Assistant, Life Skills	Open pool	In process
910	Teacher, Incarcerated/Adjudicated Youth	11/1/2023	Position filled
915	Teacher, Physical Education and Electives	11/3/2023	In process
918	Instructional Assistant, Life Skills	Open pool	Position filled
924	Instructional Assistant, At-Large	Open pool	Position filled
927	Executive Director, Business Services	10/23/2023	Position filled

VACANCY NOTICES (Information continued)

Posting #	Position	Closing Date	Notes
931	Coordinator, Data and Reporting	10/11/2023	Position filled
932	School Nurse	10/30/2023	In process
940	Teacher, Emotional/Behavioral Disabilities	10/31/2023	In process
941	Office Manager, Special Education	11/6/2023	Position filled
944	Data & Community Outreach Lead, Migrant Education Program	11/17/2023	In process
945	Instructional Assistant, Lane School	12/12/2023	In process
946	Instructional Assistant, Life Skills	Open pool	In process
947	Teacher, Life Skills (23-24)	Open pool	Position filled
948	Instructional Assistant, Life Skills	Open pool	In process
949	Instructional Assistant, Life Skills	Open pool	Position filled
950	Instructional Assistant, Life Skills	Open pool	Position filled
951	Instructional Assistant, Life Skills	Open pool	Position filled
953	Teacher, At-Large	12/5/2023	In process

Lane Education Service District
2023-24 General Fund Financial Summary
November 30, 2023

	Budget	Actual: Jul-Nov	Projected: Dec-Jun	Projected Total	Projected vs Budget	
					\$	%

Resources

State School Fund	15,532,800	8,090,680	8,068,992	16,159,672	626,872	4.0%
Property Tax & Timber	8,754,200	5,548,917	3,238,005	8,786,922	32,722	0.4%
Services to Districts	2,555,400	(343)	1,558,687	1,558,344	(997,056)	-39.0% (1)
Other Local Revenue	572,700	359,198	309,248	668,447	95,747	16.7% (2)
Indirect from Grants	670,000	40,266	629,734	670,000	-	0.0%
Total Revenues	28,085,100	14,038,718	13,804,666	27,843,385	(241,715)	-0.9%
Beginning Fund Balance: Unreserved	2,050,000	2,050,000	-	2,050,000	-	0.0%
Beginning Fund Balance: District Reserves	921,200	1,175,427	-	1,175,427	254,227	27.6%
Total Resources	31,056,300	17,264,145	13,804,666	31,068,812	12,512	0.0%

Requirements

Salaries	10,981,147	3,478,774	7,724,357	11,203,131	221,984	2.0%
Benefits	7,372,687	2,046,076	4,921,569	6,967,645	(405,042)	-5.5%
Services	5,140,697	1,090,972	3,844,466	4,935,438	(205,259)	-4.0%
Supplies	446,550	287,732	208,610	496,342	49,792	11.2%
Other	230,100	195,584	36,000	231,584	1,484	0.6%
Interfund Transfers	459,000	429,000	30,000	459,000	-	0.0%
Transit Cash to Districts	3,410,163	-	3,900,386	3,900,386	490,223	14.4%
Total Expenditures	28,040,344	7,528,138	20,665,388	28,193,526	153,182	0.5%
Ending Fund Balance: Unreserved	2,050,000	-	-	1,715,644	(334,356)	-16.3%
Ending Fund Balance: District Reserves	965,956	-	-	1,159,642	193,686	20.1%
Total Requirements	31,056,300	7,528,138	20,665,388	31,068,812	12,512	0.0%

Change in Unreserved Fund Balance	-	(334,356)
Unreserved Ending Fund Balance	7.3%	6.2%

- (1) The actual number of Life Skills slots that were ordered by the districts was less than anticipated.
(2) Increase in the investment rate received on the LGIP Investment Pool.

**Lane Education Service District
School District Transit Dollar Request for Fiscal Year 2024-25**

Pursuant to ORS 334.177, as amended by 2013 House Bill 3401, a component school district board may request that a percentage of the state formula revenue received by Lane ESD be distributed to the school district for any purpose identified by the school district board. The request for these "Transit Dollars" will be distributed on an ADMw basis.

The ORS requires that the component school district Board submit the request to the Lane Education Service District Board no later than November 1, 2023. The percentage of funds requested may affect the school district's ability to participate in the formal governance of Lane Education Service District.

The following school district requests the amount of funds identified below for Fiscal Year 2024-25.

Name (Number) of District: Eugene School District 4J 2082

Date of Board Action: November 15, 2023

District Representative: Superintendent Dey

Signature: 

Date Submitted: 11.16.2023

Select One

X	<p>Not to Exceed 50% The school district may request up to 50% of their funds without having any impact on their ability to participate in the formal governance of Lane ESD.</p>
	<p>More than 50% and less than 100% The school district may request up to 99% of their funds but may only act in an advisory capacity for decisions made in relation to the governance of Lane ESD. This precludes the school district from voting for the Lane ESD local service plan.</p>
	<p>100% The school district may request up to 100% of their funds and be considered withdrawn from Lane ESD. This precludes the school district from voting for the Lane ESD local service plan. See ORS 334.015</p>

Withdrawal of Transit Funds: Districts electing to withdraw transit funds in excess of 50% will be assessed a fee on services ordered from the ESD as follows:

51%-80% 10% service fee

81%-100% 15% service fee

OSBA Model ESD Sample Policy

Code: EHB

Adopted:

Cybersecurity

The purpose of information security is to protect the confidentiality, integrity and availability of ESD data as well as any information systems that store, process, or transmit ESD data, and protect the information resources of the ESD from unauthorized access or damage.

The underlying principles followed to achieve that objective are:

1. Information Confidentiality: The ability to access or modify information is provided only to authorized users for authorized purposes;
2. Information Integrity: The information used in the pursuit of the ESD objectives can be trusted to correctly reflect the reality it represents; and
3. Information Availability: The information resources of the ESD, including the network, the hardware, the software, the facilities, the infrastructure, and any other such resources, are available to support the objectives for which they are designated.

The requirement to safeguard information resources must be balanced with the need to support the pursuit of legitimate ESD objectives. The value of information as a resource increases through its appropriate use; its value diminishes through misuse, misinterpretation, or unnecessary restrictions to its access.

This policy and accompanying administrative regulation applies to all staff and third-party agents of the ESD as well as any other ESD affiliate, including students, who are authorized to access ESD data and to all computer and communication devices and systems that store, process, or transmit ESD data.

END OF POLICY

Legal Reference(s):

[ORS Chapter 192](#)

[ORS 334.125](#)

[ORS 336.184](#)

[ORS 646A.600 - 646A.626](#)

Children's Internet Protection Act, 47 U.S.C. §§ 254(h) and (l); 47 C.F.R. § 54.520.

Children's Online Privacy Protection Act of 1998, 15 U.S.C. §§ 6501 to 6505; 16 C.F.R. § 312.

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. § 99.

Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. § 1320d; 45 C.F.R. §§ 160, 164.

Protection of Pupil Rights, 20 U.S.C. § 1232h; Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. § 98.

OSBA Model ESD Sample Policy

Code: GCBDF/GDBDF
Adopted:

Paid Family Medical Leave Insurance * (Version 1)

{Highly recommended policy. This version is designed for ESDs who are participating in Paid Leave Oregon (PLO). If the ESD is using an approved equivalent plan, the ESD should not adopt this version or use the accompanying administrative regulation. Contributions for PLO begin on January 1, 2023 with benefits available starting September 3, 2023. There is a possibility the Oregon Legislature or the Oregon Department of Employment will change laws prior to the September start date, so the ESD may choose to wait on adoption. If there are new laws, OSBA will update this sample prior to the effective date. Some ESDs are bargaining aspects of this leave: policy language should not conflict with language in collective bargaining agreements.}

The ESD participates in Paid Family and Medical Leave Insurance (PFMLI) and Paid Leave Oregon (PLO)¹. This includes submitting employee and employer contributions to the Employment Department (“Department”) as required by state law.² The ESD does not administer PFMLI or PLO. All applications and questions should be directed to the Department.

Definitions

1. “Family leave” means leave from work taken by a covered individual:
 - a. To care for and bond with a child during the first year after the child’s birth or during the first year after the placement of the child through foster care or adoption; or
 - b. To care for a family member with a serious health condition.
2. “Family leave” does not mean:
 - a. Leave described in Oregon Revised Statute (ORS) 659A.159 (1)(d) (non-serious health condition of child or school or child care provider closure due to public health emergency);
 - b. Leave described in ORS 659A.159 (1)(e) (death of a family member); or
 - c. Leave authorized under ORS 659A.093 (leave for spouses of members of the military upon deployment or call to active duty).
3. “Family member” means:
 - a. The spouse of a covered individual;
 - b. A child of a covered individual or the child’s spouse or domestic partner;

¹ Paid Leave Oregon is the program developed by the Oregon Department of Employment to administer Paid Family and Medical Leave Insurance.

² The overall contribution will be determined by the Department director, and is initially set at 1 percent (up to \$132,900). *{For ESDs with 25 or more employees:}* The employer contribution is 40 percent and the employee contribution is 60 percent of this amount. *{For ESDs with fewer than 25 employees:}* The employee contribution is 60 percent of this amount and the employer contribution is waived. The amount will be set annually by November 15. See ORS 657B.150. *{ESDs may agree to pay the employee contribution, see any applicable employment agreements.}*

- c. A parent of a covered individual or the parent’s spouse or domestic partner;
 - d. A sibling or stepsibling of a covered individual or the sibling’s or stepsibling’s spouse or domestic partner;
 - e. A grandparent of a covered individual or the grandparent’s spouse or domestic partner;
 - f. A grandchild of a covered individual or the grandchild’s spouse or domestic partner;
 - g. The domestic partner of a covered individual; or
 - h. Any individual related by blood or affinity whose close association with a covered individual is the equivalent of a family relationship.
4. “Medical Leave” means leave from work taken by a covered individual that is made necessary by the individual’s own serious health condition.
5. “Safe leave” means related to domestic violence, harassment, sexual assault, stalking and relocation for health and safety reasons as provided in ORS 659A.272.
6. “Serious health condition” means an illness, injury, impairment, or physical or mental condition of a claimant or their family member that:
- a. Requires inpatient care in a medical care facility such as, but not limited to, a hospital, hospice, or residential facility such as, but not limited to, a nursing home or inpatient substance abuse treatment center;
 - b. In the medical judgment of the treating health care provider poses an imminent danger of death, or that is terminal in prognosis with a reasonable possibility of death in the near future;
 - c. Requires constant or continuing care, including home care administered by a health care professional;
 - d. Involves a period of incapacity. “Incapacity” is the inability to perform at least one essential job function, or to attend school or perform regular daily activities for more than three consecutive calendar days. A period of incapacity includes any subsequent required treatment or recovery period relating to the same condition. The incapacity must involve one of the following:
 - (1) Two or more treatments by a health care provider; or
 - (2) One treatment plus a regimen of continuing care.
 - e. Results in a period of incapacity or treatment for a chronic serious health condition that requires periodic visits for treatment by a health care provider, continues over an extended period of time, and may cause episodic rather than a continuing period of incapacity, such as, but not limited to, asthma, diabetes, or epilepsy;
 - f. Involves permanent or long-term incapacity due to a condition for which treatment may not be effective, such as, but not limited to, Alzheimer’s Disease, a severe stroke, or terminal stages of a disease. The employee or family member must be under the continuing care of a health care provider, but need not be receiving active treatment;
 - g. Involves multiple treatments for restorative surgery or for a condition such as, but not limited to, chemotherapy for cancer, physical therapy for arthritis, or dialysis for kidney disease that if not treated would likely result in incapacity of more than three calendar days;
 - h. Involves any period of disability due to pregnancy, childbirth, miscarriage or stillbirth, or period of absence for prenatal care; or
 - i. Involves any period of absence from work for the donation of a body part, organ, or tissue, including preoperative or diagnostic services, surgery, post-operative treatment, and recovery.

Eligibility

1. To be eligible for PLO benefits, an individual must:
 - a. Be an employee of the ESD³;
 - b. Earn at least \$1,000 in the base or alternate base year⁴;
 - c. Contribute to the PLO in accordance with state law;
 - d. Experience an event qualifying the employee for:
 - (1) Family leave;
 - (2) Medical leave; or
 - (3) Safe leave.
 - e. Submit an application to Department;
 - f. Have not exceeded maximum paid leave for the year; and
 - g. Have no current disqualifications⁵.

Leave

PLO can be used for family leave, medical leave or safe leave. Up to 12 weeks of paid leave can be taken per benefit year.⁶ Leave can be taken in one-day increments and can be consecutive or nonconsecutive.

Any family leave or medical leave taken under PLO must be taken concurrently with any leave taken by an eligible employee under ORS 659A.150 - 659A.186 (OFLA) or under the federal Family and Medical Leave Act of 1993 (P.L. 103-3, FMLA) for the same purposes.

The ESD will maintain an employee's existing health benefits while the employee is using leave. The employee will be required to pay the employee's contribution to premiums.

END OF POLICY

Legal Reference(s):

[ORS 657B](#)
[OAR 471-070](#)

³ PFMLI is a state-wide benefit, and not unique to the ESD. An eligible individual does not need to be an employee of the ESD in order to be eligible for PFMLI, but this policy only applies to employees of the ESD.

⁴ Pay could come from another Oregon employer.

⁵ Disqualifications may include eligibility for Workers' Compensation or Unemployment or determination of a willful false statement or failure to report a material fact in order to obtain benefits. See OAR 471-070-1010(1)(h).

⁶ In some pregnancy-related situations, employees may be able to take two additional weeks, for a total for 14 weeks.

OSBA Model ESD Sample Policy

Code: ICB

Adopted:

Religious and Cultural Holidays**

Accommodation for Religious Instruction and Cultural Observance

The ESD recognizes each student's individual right to free exercise of religion. The ESD may accommodate students' religious or cultural¹ observance, while neither promoting one religion or culture over another nor preferring religion over non-religion. Specific requests for religious or cultural accommodation should be directed to the student's teacher, principal or program supervisor in accordance with Board policy IGBHD, Program Exemptions.

Release Time for Religious and Instruction and Cultural Holidays

The ESD will permit elementary and secondary school students to be released from school each week consistently for religious instruction in accordance with Oregon law.

Accommodation of Absences for Religious and Cultural Reasons

Any student unable to attend classes on a particular day due to religious beliefs or cultural observance shall be excused from attendance requirements for that day. No such absence shall be counted against a student in determining eligibility for educational benefits, exclusion from programs, reduction of grades or failure.

Scheduling Around Major Religious and Cultural Holidays

For purposes of this policy, "major religious or cultural holidays"² are holidays, observance of which: (1) is common among adherents of a student's religion or culture; (2) include ritual or worship obligations or practices that cannot reasonably be fulfilled during school activities;³ and (3) fulfillment of such obligations or practices would necessarily conflict with scheduled school activities.⁴

1. Schoolwide and Gradewide Events. Schools should avoid scheduling important events that by their nature cannot be made up (such as picture day, open house, prom, graduation, and Outdoor School) on days that conflict with major religious or cultural holidays that may impact student attendance or participation. Such events shall be scheduled on major religious or cultural holidays only if such scheduling is reasonably necessary to carry out the proper functioning of a school program or course

¹ An example of a major non-religious cultural holiday would be the Chinese New Year.

² ESDs are encouraged to engage with the community to identify holidays that are observed by students, staff and community members that would be considered major religious or cultural holidays.

³ For example, holiday-related dietary restrictions may still be observed while at school, but group prayer or ritual hymns may not.

⁴ If such obligations occur in the evening, then there would be no constraints on scheduling such activities during the school day, so long as the students will be timely released to engage in such evening activities.

of study, to avoid an unreasonable burden on other students, or if such scheduling is outside the control of school employees.

The ESD will make a good faith effort to identify major religious or cultural holidays observed in the local community by consulting generally accepted sources of information. Students and families may request that one or more holidays from their religious or cultural tradition be included on the ESD's list of major religious or cultural holidays under this policy.

2. **Field Trips, Co-Curricular and Extra-Curricular Activities.** When scheduling other special events such as field trips, try-outs, plays, concerts and major co-curricular and extra-curricular activities, staff must consider the potential for students to experience conflicts on major religious or cultural holidays. Staff will inform students and parents of plans as far in advance as possible, so that conflicts with major religious or cultural holidays can be avoided, if it is possible to do so without making burdensome demands on programs or other students, and otherwise accommodated if not. Parents and students are encouraged to communicate their need for accommodation to the school, for major religious or cultural holidays not already recognized by the ESD.

The field trip approval process will include a question about scheduling and major religious or cultural holidays. For a field trip to be scheduled on a major religious or cultural holiday, an administrator must review and approve the request. Administrator approval is also required to schedule a major co-curricular or extra-curricular activity on a major religious or cultural holiday when scheduling is within the control of the school or ESD.

3. **Tests and Assignments.** Any tests and assignments a student misses because of religious instruction or religious or cultural observances shall be given to the student at another time. Teachers shall provide students a meaningful opportunity and reasonable time to make up missed classwork, tests, quizzes, and final exam reviews, and to complete homework due on that day or the following school day. When scheduling tests, staff must consider the potential for students to experience conflicts on major religious or cultural holidays. Make-up opportunities will not be required of a student on the school day immediately after a student is absent from school to observe a major religious or cultural holiday.
4. **Final Exams.** Final exams are scheduled based on the ESD-adopted calendar. The Board should consider the likely resulting exam schedule and possible conflicts with major religious or cultural holidays as they consider calendar options.

Communication

The superintendent will prepare guidelines implementing this policy, including a list of major religious holidays and cultural holidays, which will be communicated to staff. School staff will be informed at least twice per year of dates of major religious or cultural holidays. Parents will be informed at least annually about this policy and their student's right to request accommodation. Information including a list of major religious or cultural holidays will be made available on the ESD website. Parents are encouraged to communicate their student's need for accommodation to the school.

The superintendent shall reconsider the scope of this policy and recommend changes to the Board as needed if the total number of school days identified as major religious or cultural holidays is likely to impose an unreasonable burden on the ESD's ability to schedule important school events.

END OF POLICY

3/15/23 | SL

Religious and Cultural Holidays** – ICB

2-3

Legal Reference(s):

[ORS 334.125](#)
[ORS 336.035\(2\)](#)
[ORS 336.465](#)
[ORS 336.615](#)
[ORS 336.625](#)

[ORS 336.635](#)
[OAR 581-002-0035](#)
[OAR 581-021-0009](#)
[OAR 581-021-0071](#)

[OAR 581-022-2050](#)
[OAR 581-022-2110](#)
[OAR 581-022-2505](#)

OSBA Model ESD Sample Policy

Code: IGBHD
Adopted:

Program Exemptions**

The ESD may ~~Board shall~~ excuse students from a state-required program or learning activity for reasons of religion ~~or~~ disability¹ or for other reasons deemed appropriate by the ESD. Requests for excusal or accommodation must be in writing and must include the reasons for the request and a proposed alternative for an individualized learning activity which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course being exempt. Requests may be filed by the student's parent or guardian, or by a student who is 18 years of age or older or who is an emancipated minor. Requests must be submitted to the teacher and program supervisor.

The ESD will determine if credit will be granted for any alternative activity.

~~An alternative education program for credit may be provided.~~

END OF POLICY

Legal Reference(s):

~~ORS 336.035(2)~~

~~ORS 336.465~~

~~ORS 336.615~~

~~ORS 336.625~~

~~ORS 336.635~~ ORS 334.125

OAR 581-021-0009

~~OAR 581-022-1910~~

[OAR 581-022-2050](#)

[OAR 581-022-2110](#)

[OAR 581-022-2505](#)

¹ If the ESD receives a request for a disability accommodation, the ESD should consider its obligations under the Individuals with Disabilities in Education Act and Section 504 of the Rehabilitation Act.

OSBA Model ESD Sample Policy

Code: JGE

Adopted:

Expulsion**

A principal, after reviewing available information, may recommend to the superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

A student may **only** be expelled for any of the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When other strategies to change the student's **conduct** ~~behavior~~ have been ineffective, except that expulsion may not be used to address truancy; or
3. When required by law.

The use of expulsion for discipline of a student in fifth grade or lower is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observations or upon a report from an employee, the student's conduct poses a **direct** threat to the health or safety of students or employees; or
3. When the expulsion is required by law.

The age of the student and the past pattern of behavior will be considered prior to imposing the expulsion.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing. ~~By waiving the right to a hearing, the student and parent agree to abide by the findings of a hearings officer.~~

The Board delegates the authority to decide on an expulsion to the superintendent.^{1} The superintendent may designate another person to handle the potential expulsion, and the superintendent, a designee or another individual may act as the hearings officer. The ESD may contract with an individual who is not employed by the ESD to serve as the hearings officer. The hearings officer will not be associated with the initial actions of the building administrators. The hearings officer will conduct the hearing and make a final decision regarding the expulsion. A decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review.

If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the

^{1} The Board can retain authority for all expulsions. If the Board chooses not to delegate this authority, any recommendations for expulsion from administration would come to the Board for resolution. The Board would have to meet and determine next steps for all expulsions.

Board, the student and the student's parents at the same time. At a future meeting, the Board will review the hearings officer's decision and will affirm, modify or reverse the decision.

When a recommendation for an expulsion is made and a hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service² or by certified mail³ at least five days prior to the scheduled hearing. Notice shall include:
 - a. The specific charge or charges and the specific facts that support the charge or charges;
 - ~~b. The conduct constituting the alleged violation, including the nature of the evidence of the violation and reason for expulsion;~~
 - ~~e.b.~~ A recommendation statement of the intent to consider the charges as reason for expulsion;
 - ~~d.c.~~ The student's right to a hearing;
 - ~~e.d.~~ When and where the hearing will take place; and
 - ~~f.e.~~ The student may be represented by counsel or other persons ~~right to representation.~~
- ~~2. The Board may expel, or may delegate the authority to decide on an expulsion to the superintendent or superintendent's designee, who may also act as the hearings officer. The ESD may contract with an individual who is not employed by the ESD to serve as the hearings officer. The hearings officer designated by the Board will conduct the hearing and will not be associated with the initial actions of the building administrators;~~
- ~~3.2. Expulsion hearings will be conducted in private and will not be open to the general public, unless the student or the student's parents request otherwise;~~
- ~~4.3. In If the case the parent or student has difficulty does not understanding the English language or has other serious communication disabilities, the ESD will provide an interpreter during the hearing. All communications will be in a manner that is understandable to the parents and student. translator;~~
- ~~5.4. The student shall be permitted to have representation present at the hearing to advise and to present arguments. The representation may be an attorney, and/or parent or other person. The ESD's attorney may be present;~~
- ~~6.5. The student shall be afforded the right to present their version of the events underlying the expulsion recommendation and to introduce evidence by testimony, writings or other exhibits;~~
- ~~7.6. The student shall be permitted to be present and to hear the evidence presented by the ESD;~~
- ~~8.7. The hearings officer or the student may record the hearing;~~
- ~~9.8. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing;~~

² The person serving the notice shall file a return of service. (OAR 581-021-0070)

³ When "certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing." (OAR 581-021-0070)

~~10. If the Board is conducting the expulsion hearing, the Board may designate the Board chair or a third party as the hearings officer. The hearings officer will determine the facts of each case on the evidence presented at the hearing. Evidence may include the relevant past history and student education records. The hearings officer will provide to the Board, findings as to the facts, the recommended decision and whether or not the student has committed the alleged conduct. This will include the hearings officer's recommended decision on disciplinary action, if any, including the duration of any expulsion. This material will be available in identical form to the Board, the student if age 18 or over and the students' parents at the same time. Following the review by the Board of the hearings officer's recommendation, the Board will make the final decision regarding the expulsion;~~

~~If the Board has delegated authority to the superintendent [or designee] to act as the hearings officer, the superintendent may designate themselves, or a third party, as the hearings officer. The hearings officer's decision is final. However, a decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review. If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the Board, the student and the student's parents at the same time. At its next regular or special meeting the Board will review the hearings officer's decision and will affirm, modify or reverse the decision;~~

11.9. A Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing held by the hearings officer, the following will not be made public:

- a. The name of the minor student;
- b. The issues involved, including a student's confidential record;
- c. The discussion;
- d. The vote of Board members, which may be taken in executive session when considering an expulsion.

~~Prior to expulsion, the ESD must propose alternative programs of instruction or instruction combined with counseling to a student subject to expulsion for reasons other than a weapons-policy violation, the ESD must notify the student and parents of alternative programs of instruction or instruction combined with counseling and document this notification. The ESD must document to the parent of the student that proposals of alternative education programs have been made.~~

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.061](#)
[ORS 334.125](#)
[ORS 336.615 - 336.665](#)

[ORS 339.115](#)
[ORS 339.240](#)
[ORS 339.250](#)

[OAR 581-021-0050 - 021-0075](#)
[House Bill 2514 \(2019\)](#)



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

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

WHEREAS, the Oregon 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

DRAFT

TABLE OF CONTENTS

		Page
ARTICLE 1	CHARTER	1
ARTICLE 2	MISSION AND GOALS:	1
2.1	Mission	1
2.2	Goals	1
ARTICLE 3	MEMBERSHIP	2
3.1	Qualification	2
3.2	Members	2
3.3	Attendees	2
3.4	Membership List	2
ARTICLE 4	BUDGET	2
ARTICLE 5	MEETINGS	2
5.1	Annual Meetings	2
5.2	Regular and Special Meetings	2
5.3	Notice	3
5.4	Quorum	3
5.5	Organization	3
5.6	Records	3
5.7	OSBA Staff Liaison	3
ARTICLE 6	CAUCUS LEADERSHIP COUNCIL	3
6.1	Composition	3
6.2	Term	3
6.3	Nomination and Election	3
6.4	Designations	3
6.5	Resignation	4
6.6	Vacancies	4
6.7	Removal	4
ARTICLE 7	EXECUTIVE COMMITTEE	4
7.1	Composition	4
7.2	Responsibilities	4
7.3	Ratification	5
7.4	Administration	5
ARTICLE 8	COMMITTEES	5
ARTICLE 9	SEAT ON THE OSBA'S BOARD OF DIRECTORS	5
ARTICLE 10	GENERAL PROVISIONS	5
10.1	Amendment of Charter	5

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.



Resolution

Resolution to Amend the OSBA's 2018 Bylaws

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.

Submitted by: OSBA Board of Directors



BYLAWS

As Amended by the Membership: December 2018

Suggested Revisions: September 23, 2023

TABLE OF CONTENTS

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

TABLE OF CONTENTS
(continued)

	Page
3. 14 <u>15</u> Compensation.....	9
3. 15 <u>16</u> Director Conflict of Interest.....	9
SECTION 4 COMMITTEES AND CAUCUSES.....	9
4.1 Standing Committees	<u>9</u>
4.2 Other Board Committees.....	10
4.3 Advisory Committees.....	11
4.4 Caucuses	11
4.5 Administration	11
SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS.....	11
5.1 Appointment.....	11
5.2 Designation	11 <u>12</u>
5.3 <u>Eligibility</u>	<u>12</u>
5.4 Compensation and Term of Office	11 <u>12</u>
5. 4 <u>5</u> Removal and Resignation	11 <u>12</u>
5. 5 <u>6</u> Officers.....	12
SECTION 6 NONDISCRIMINATION	13
SECTION 7 GENERAL PROVISIONS	13
7.1 Amendment of Bylaws.....	13
7.2 Inspection of Books and Records.....	13 <u>14</u>
7.3 Checks, Drafts, Etc	13 <u>14</u>
7.4 Deposits	13 <u>14</u>
7.5 Loans or Guarantees.....	13 <u>14</u>
7.6 Execution of Documents.....	13 <u>14</u>
7.7 Insurance	14
7.8 Fiscal Year	14 <u>15</u>
7.9 Severability	14 <u>15</u>

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.

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

~~D.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.

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

~~F.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.

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

~~H.G.~~ To study and interpret educational programs and to relate them to the needs of pupils.

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

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

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

~~L.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.

~~M.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 Representative. ~~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 position₇ 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 region₂, 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.

4.4.34.4.4 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.

DRAFT

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>Action by Written Ballot. Any action required <u>of the members will be taken by written ballot and</u> or permitted to be taken at a members' meeting may be taken without a meeting 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. 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>
2.13	<p>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.</p>	<p>Language removed as the organization only allows membership voting via a written ballot. (See above).</p>
2.1.4 <u>2.1.3</u>	<p>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. <u>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.</u></p>	<p>Edited to clarify the definition of a quorum.</p>
2.1.4	<p>Approval: <u>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:</u></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>

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
	<u>2.1.4.2</u> The number of approvals equals or exceeds a majority of the number of returned ballots.	
3.2	Qualifications. Directors must serve on the board of a member of the Association <u>throughout the duration of their term, with the exception of the director serving as past president.</u>	Edit to specify an exception for the past president position only.
3.3	Number. The board of directors shall consist of not fewer than three nor more than 24 <u>25</u> 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 officer 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 <u>immediate</u> past president.	New language added to specify an exception for the past president position only.
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, <u>one designated director as defined in the bylaws of the Oregon Rural School Boards Caucus</u> 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	Designated Representatives. <u>In accordance with their bylaws, caucuses of OSBA,</u> The Oregon School Board Members of Color Caucus shall appoint an officer <u>a representative</u> of the Caucus to serve as a director of the Association. The appointee, as defined in the Caucus bylaws <u>representative must,</u> 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.	Edit to account for Rural Caucus appointee to the Board of Directors and any future Caucus.
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 <u>an OSBA caucus-designated director position,</u> Members of Color Caucus' director position,	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 C caucus shall, as set forth in Section 3.5.3, appoint a new C caucus officer-representative to serve the remaining term.	
Section	Proposed Language	What changed
3.12	Quorum and Voting. 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	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.	Language moved from section 3.12 but there is no change to current language.
2.1.2	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) <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> (b) The finance committee shall operate within the guidelines of the corporation’s investment policy guideline(s) and the Finance Committee Operating Manual guideline.	Highlighted struck out language moved to (b). New language added related to the terms finance committee members. Language moved from 2.1.2 and edited language to reflect the committee’s use of guidelines and not policies.
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**.

	<u>Oregon Rural School Boards Caucus.</u> All committee members must be elected or appointed directors of a member. The vice president of the board <u>of directors</u> shall chair the LPC.	
Section	Proposed Language	What changed
4.14	<p><u>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.</u></p> <p><u>(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.</u></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.
4.4	Caucuses	New language stating caucuses must comply with OSBA policies/guidelines.
4.4.3	<u>Comply with Association policies and guidelines.</u>	
4.4.5	<u>The Oregon School Board Members of Color Caucus is was established by a vote of the membership in 2018.</u>	Edited language outlining when the OSBMCC was established.
4.4.6	<u>With the adoption of this sections, the Oregon Rural School Boards Caucus is established.</u>	New language to establish the Rural caucus.
Section 7.1	Amendment to bylaws	
7.1.1	<p>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.</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.

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.
-------	--	---

Section	Proposed Language	What changed
7.1.3	<u>Action by Written Ballot:</u> 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	<u>Approval:</u> 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.
7.1.5	<u>Quorum:</u> 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	Purpose: No change to language – formatting change only
2.4.2	Voting Power/Resolution: (d) K-12 Local Districts with an ADMr between of 39,000.1 and above or more shall have five votes.
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 <u>the</u> board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.
3.5.2	Regional Election. The nomination and election of directors shall be in accordance with the elections calendar <u>annually</u> adopted by the board.
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

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 <u>at any location in or out of</u> the State of Oregon.
4.1.3	Legislative Policy Committee. The board of directors shall maintain a Legislative Policy Committee (<u>LPC</u>).

NOMINATION FORM

OSBA BOARD OF DIRECTORS

REGIONAL MEMBER

Date: _____

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

**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, 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
_____ Region, Position # _____.

BOARD CANDIDATE INFORMATION

Name: _____

District/ESD/Community College: _____

Address: _____

City: _____ Oregon ZIP: _____

E-mail: _____ Phone: _____

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

(Board Chair signature)

Board Chair name: _____

District: _____

Address: _____

City, State, Zip: _____

OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: _____

Date: _____

Address: _____

City/Zip: _____

Business phone: _____

Residence phone: _____

Cell phone: _____

E-mail: _____

District/ESD/CC: _____

Term expires: _____ Years on board: _____

Region: _____

Position #: _____



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.

[Linda Hamilton](#)

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.

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

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.

Email to 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 Board of Directors

CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

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:

Email to 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 _____

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

**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, 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 _____ Region, Position # _____.

LPC CANDIDATE INFORMATION

Name: _____

District/ESD/Community College: _____

Address: _____

City: _____ Oregon ZIP: _____

E-mail: _____ Phone: _____

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

(date)



(Board Chair signature)

Board Chair name: _____

District: _____

Address: _____

City, State, Zip: _____

OSBA Legislative Policy Committee CANDIDATE QUESTIONNAIRE

Name: Judy Newman
Address: 91 E. 48th Ave
City/Zip: Eugene, 97405
Business phone: NA
Residence phone: NA
Cell phone: 541-520-6083
E-mail: newman_j@4j.lane.edu
District/ESD/CC: Eugene 4J
Term expires: 2025 Years on board: 6 years
Region: Lane

Date: 9/27/23

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

Position #: 6

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.

Judy Newman
Name

9/17/23

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)?
Work collaboratively and collectively with OSBA and representatives from Oregon's school boards and focus on supporting effective, responsive public schools in Oregon through ensuring our schools have adequate funding and sound policies. Together we identify schools
2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.
I have worked as both volunteer and professional to advocate for education funding and policies to improve education. Examples are: Early Intervention /Early Childhood Special Education, Early Learning Hubs, Preschool Promise and the Student Success act. I have
3. What do you see as the two most challenging legislative issues faced by OSBA?
1.K-12 education has received significant funding increases over the past several years and there are specific expectations for improved outcomes for students which we must demonstrate to policy makers. 2. Ensure that any additional school mandates, even great ones, come with
4. What do you see as the two most challenging legislative issues faced by your region?
1. Recruitment and retention of school personnel, especially diverse staff who are representative of our students. Lack of affordable housing exacerbates this challenge, particularly in rural communities. 2. Hate and bias incidents are increasing in our schools. We
5. What is your plan for communicating with boards in your region about legislative issues?
First I will ask all 16 school boards their preferences for contact - frequency, in-person, virtual, written, OSBA listserv, other. During all regional and statewide school board events, I would

Email to 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):

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:

Email to 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.

**Answers to Questions on the Application for OSBA's Legislative Policy Committee (LPC) 2023
Judy Newman Region 6**

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

Work collaboratively and collectively with OSBA and representatives from Oregon's school boards and focus on supporting effective, responsive public schools in Oregon through ensuring our schools have adequate funding and sound policies. Together we identify schools funding needs and policy priorities to advocate at the legislature.

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

I have worked as both volunteer and professional to advocate for education funding and policies to improve education. Examples are: Early Intervention /Early Childhood Epecial Education, Early Learning Hubs, Preschool Promise and the Student Success act. I have served on the OSBA LPC for 4 years and Chair Eugene 4j's Legislative Committee.

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

1.K-12 education has received significant funding increases over the past several years and there are specific expectations for improved outcomes for students which we must demonstrate to policy makers.

2. Ensure that any additional school mandates, even great ones, come with funding and a realistic way to implement them.

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

1.Recruitment and retention of school personnel, especially diverse staff who are representative of our students. Lack of affordable housing exacerbates this challenge, particularly in rural communities.

2. Hate and bias incidents are increasing in our schools. We need consistent ways across districts to report them and effective ways to address and prevent them.

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

First I will ask all 16 school boards their preferences for contact - frequency, in-person, virtual, written, OSBA listserv, other. During all regional and statewide school board events, I would gather and share information with the districts in our region and bring back our feedback to the LPC.

Judith T. Newman
Associate Professor of Clinical Practice
Early Childhood CARES, University of Oregon

Positions:

Co-founder, Co-Director, Director and Senior Advisor of **Early Childhood CARES**. It is the early intervention and early childhood special education program for Lane County which provides services to children from birth to school age who have developmental delays or disabilities. Co-Director 1992 – 2017. Director 2017-2021. Senior Advisor 2021-present.

Senior Policy Advisor the **Early Childhood Hub of Lane County** at United Way of Lane County. Establish and support a comprehensive early childhood system that is coordinated across all service sectors in our community and state. Provide leadership and strategic focus for the planning and implementation of proven strategies and scaling them up to meet the needs of Lane County's early learners. Work on public policies and funding that support support this work. 2006-present.

Oregon Research to School Network (ORSN) at the University of Oregon College of Education content expert on early learning. Develop scripts for animated videos based on proven practices for skill development and training paraprofessionals in education. Each video teaches a related skill set and is called a microPD. Facilitates Professional Learning Communities (PLCs) of paraprofessionals in school districts, ESDs, and early learning programs based on the set skills and microPDs identified by each organization. 2021-present.

International consultant on various projects and initiatives related to policy, systems development for early childhood intervention and inclusion. Countries include: Bulgaria, Georgia, Ukraine, Russia, Tajikistan, Bangladesh, India and Saudi Arabia. 2012- 2016.

Help Me Grow -Technical Assistance Team member – to Enhance *early detection* and *early intervention*; effective developmental surveillance and screening; *resource inventory* of community-based programs and services; a single point of telephone access and effective *care coordination* and outreach; *data collection* and analyses of children's developmental status and regional resources 2008-present.

Center on the Developing Child at Harvard University, Frontiers of Innovation Team – Member of the communities to practice initiatives committed to implement evidence based practices aimed at improving outcomes and trajectories for children and families who are at risk of poor outcomes The practices are flexible and readily adapted in response to objective indicators and outcomes. 2010 – 2015

Co-director and co-founder of the PACE Program (Parent and Child Education)– It was the home visiting and parent training program for Lane County for children birth to five years of age with disabilities, developmental delays and sensory impairments. Responsible for the development and administration of fiscal aspects of the program development and implementation of program policies and procedures, supervision of staff, and community collaborations and relations.

1981-1992

Family Consultant and Preschool Teacher for children birth to eight years of age with disabilities, developmental delays and sensory impairments 1973-1992.

Education and Certifications:

High School: Shorewood High School, Milwaukee, Wisconsin 1967

BA: University of California Sonoma – Ethnic Studies – 1972

MS: University of Oregon – Special Education – 1979

Certifications:

Elementary and Special Education Certification- California – 1973

Elementary (K-8) and Handicapped Learner – Oregon - 1974

Basic Administrator License – Oregon - 1997

Continuing Administrator License – Oregon – 2002

Mediation Training – 60 hours of training

Other Selected Professional Experience and Related Community Service Activities:

Eugene 4J School Board. One of the seven member elected school board members charged with policy and budget development and hiring and supervision of the superintendent for Eugene 4J school district. 2017- present

OSBA Legislative and Policy Committee (LPC) – 2019- Present

Represents Lane County's 16 school districts on OSBA's LPC

Early Childhood Hub of Lane County Governance Consortium is working to improve our community's early learning system by building on existing resources to achieve better results for young children. It's a Collective Impact model that brings together early learning providers, K-12 education, healthcare providers, human and social services, local businesses, and parents and families Member 2012 - present

SICC (State Interagency Coordinating Council) member. The SICC is a governor appointed advisory group which is required in federal and state law to advise and assist the State Superintendent of Public Instruction, the State Board of Education, and all represented public agencies on laws, rules, policies, procedures, budget and unmet needs, in the effective implementation of a statewide system of services and supports for preschool age children with special needs in Oregon. Member from 1992 to 2017 Chairperson from 1996- 2001. Ad Hoc

member 2017- present. Updating mission, vision, goals, by-laws and administrative Structure of the SICC 2023-present.

Lane County System of Care works together with cross sector leaders and parent and youth voice to ensure there are is a range of services and supports to children, youth and families with complex behavioral, mental health, health, behavioral and/or educational needs and that are supportive to different cultures and languages. They identify and address multi- systemic gaps, issues and barriers in Lane County to serving and supporting children, youth and their families. Member of the Executive Committee since 2015 and Co-chair 2019-present.

Instructor of Special Education and 504 Law in the Basic Administrator License Program and SPED and EI/ECSE Master's degree programs. – one to two terms a year from 1999- 2017.

Early Learning Design Team appointed by Governor Kitzhaber to develop a plan to develop a plan for an integrated and effective early childhood system for the state of Oregon. 2011

Assisted in the **statewide planning**, development and writing of Oregon's plan for implementation of early intervention and early childhood special education services. Contract with the Oregon Department of Education – 1988-1990

LICC (Local Interagency Coordinating Council) member. The LICC is a statutorily required interagency, provider and parent advisory council which provides advice and assistance to Early Childhood CARES on funding, the service calendar and service delivery models, interagency coordination, unmet needs, measuring outcomes, program compliance and child find activities. Member from 1992-2020 Chairperson from 1992 – 1996.

Lane County Youth Development Commission Professional Task Force was an advisory group to a citizen Commission on Children and Families in Lane County which was established to develop and implement a plan for a comprehensive system of supports and services for children from birth to eighteen years of age in Lane County. Member and Co-Chair: from 1996 -1999.

Success By 6 Leadership Team member. Success by 6 is an initiative under United Way of Lane County whose mission is to ensure that all children are safe, healthy and enter school ready to learn and that Lane County families, organizations and neighbors are mobilized in this purpose. Member from 2002-present, Co-Chair from 2005-2008

ODDC (Oregon Developmental Disabilities Council) member The ODDC is a federally mandated council under Developmental Disabilities Assistance and Bill of Rights Act whose mission is to join with Oregonians with developmental disabilities and their families to promote change through self-determination leading to a more accessible, inclusive and culturally responsive world. Member from 1995 to 1998.

Participation on various **state level working groups**: EI/ECSE statewide evaluation, early childhood standards and assessment, service program operating guidelines, behavior intervention policy and procedures, preschool positive behavior supports, quality standards for service delivery and funding formulas. Member and Facilitator: 1992 - present . Current: Statewide Social Emotional Working Group 2010- present. Developmental Delay eligibility implementation 2019-2019.

Other statewide policy and implementation groups: Early Learning Design Team – 2011-2012. Preschool Promise implementation and policy advisory group. 2016-2017. Safe and Effective Schools Committee 2018. Alliance for Early Intervention Steering Committee 2011- present

Shelter Care Board of Directors –ShelterCare is a nonprofit that provides services and supports to adults with severe and persistent mental health issues, traumatic brain injuries and to homeless families. Subcommittees: Planning and Quality Assurance and Staff Benefits. Member from 2003-2016 and President 2010.

Lane County United Way Board of Directors from 2007-2015.

Internal Review Board (IRB) – Research to Practice (R2P from OSLC) 2007- 2014

Autism Commission of Oregon – Redesign of Services Committee – 2009- 2010

Awards and Honors:

- Oregon’s State Interagency Coordinating Council (SICC)- 2001
- The Elisabeth Waechter Award, Pearl Buck Center - 2007
- Educational Excellence Award from the College of Education, U of Oregon - 2008
- Sylvia Mann Capper Award from the Arc of Oregon- 2009
- Advocacy Award from United Way of Lane County - 2014
- Champion for Children Award from Parenting Now Oregon – 2016
- Arc of Lane County Lifetime Achievement Award - 2019

Hobbies/special interests:

Hiking, theater, art, state and local politics

Narrative Section of Draft Comprehensive Support Plan

1) List any new districts, eligible charter schools, and YCEP/JDEP programs you support in your region. You only need to answer this if there have been changes, otherwise we have your list from last year.

n/a

2) Please describe how your ESD is strategizing and approaching integration of the six programs at ESD level. How is the ESD designing staff positions and teams, setting goals, and envisioning work to support the implementation of the six programs in your region?

Our district's Integrated Guidance plans and the associated progress markers have informed our ESD's School Improvement Team planning in a multitude of ways. We have developed professional development series with associated goals focused on MTSS, data teams, TSEL and UDL, targeted STEM and CTE programming to respond to the career-connected learning outcomes, organized with our special education department to create more opportunities for integration and amplified youth voice, particularly through our Lane AABBS and Native Youth Wellness programs. We have hired two staff members in direct response to the Integrated Guidance plans: a career connected learning K-12 coordinator and a data/reporting specialist for small/rural districts.

3) The passage of SB 215 added language that charters and YCEP/DJEP programs are to be included in the supports ESDs provide for SIA (IG). Describe how your ESD supports equity work across all eligible applicants in your region.

All of our programming (equity focused professional development, access to specialist consultation, etc.) is open to, with targeted invitations sent to, charters and YCEP/JDEP staff.

4) Describe how your ESD is addressing the root causes of chronic absenteeism and increasing student and family engagement? How is it integrated with the aligned programs across all eligible applicants?

Our ESD takes a three-pronged approach to this issue: 1) Supporting districts to create on-going, authentic, two-way student/family engagement opportunities, 2) supporting districts to focus on the holistic, well-being of students and families, 3) Supporting districts in their work to improve the quality and relevancy of the instructional/curricular experience of their students. These approaches align with the outcomes and strategies of our districts, reflect the outcomes and strategies in our comprehensive plan and are reflected in both our staffing and programmatic decisions.

5a) Describe how you're planning to be responsive to small and rural districts (required for under 1650 ADMw and up to 2000 ADMw) in alleviating administrative burden with state funding that replaces previous federal GEER funds.

We have really increased our attention to this issue in this new comprehensive plan. We have shifted FTE to dedicate a staff member to this project and have begun to meet with rural districts monthly as we work to build more efficient systems for data and reporting, we regularly consider how new programmatic decisions may increase administrative burden to our small/rural districts and we consistently respond to expressed requests for administrative burden reduction.

5b) Given the funding is now sustained, we're particularly interested to learn more about dedicated staff you have either hired and/or plan to hire to specifically provide small and rural school support.

We have a 1.0 FTE dedicated to small/rural district data and reporting and 0.5 FTE dedicated to an administrator who oversees this work and seeks to build ESD capacity to reduce burden of small/rural districts. SY23-24 the data coordinator's role is solely reporting with a research report due to the administrator in June 2023. This report will summarize the burden of the required reporting capturing redundancies or areas where it would be more efficient to move data/reporting duties to the ESD. SY24-25, the data coordinator's role will be to work with IT staff at the ESD to build a centralized data system that decreases the administrative burden on rural districts.

6) Describe how you're planning to support continuous improvement efforts in your region with ESSA Partnership federal funds, knowing that these funds should support regional convenings, professional learning, and/or PLCs (designed to support CSI/TSI schools primarily).

With school-based plans not due until Sept 2024 we are, as of yet, unsure what the content of these sessions will be. However, we have robust relationships with all the schools identified and we look forward to hosting convening with building principals to determine how best to target these funds.

7) Describe your partnership with the CTE Regional Coordinator(s) to ensure the development of robust career connected learning, CTE Programs of Study and work-based learning opportunities for students in your region?

Lane CTE is a critical part of our ESD School Improvement team. We work to integrate programs, weave funds and do whatever we can to support our districts in expanding access and relevancy of their CTE programs. This year we hired a new staff member to seal this integration. Their FTE is dual funded with SIA, CTE & STEM, and their work sits at that integration supporting our districts meet their career-connected learning outcomes. They will also be a partner in our county-wide role out of Grouptrail to track WBL and potentially expand this to track K-12 CCL experiences.

8) **Please describe specific supports with the intent to improve outcomes for MLs for small districts with less than 20 MLs. (Only answer this if you receive HB 3499 funding)

Draft Strategies & Outcomes											
							Relevant Strategy				
							S1	S2	S3	S4	S5
Outcome 1	Lane County districts engage in at least quarterly self-monitoring routines (SIA, CIP, HSS, CTE, EDM, EIS alignment) through the use of diverse, disaggregated data to inform plan implementation, support authentic two-way community engagement with youth, families, and community members representative of our focal groups, and drive equitable decision-making and resource allocation in an ongoing continuous improvement process.						X		X		X
Outcome 2	Lane County districts engage in communities of practice aligned to Integrated Plan priorities (closing disparities in academic achievement, supporting mental/behavioral health, etc.) and shared district strategies; this can be linked with positive changes in academic success, social emotional well being, community engagement, district capacity, and overall school and community climate.						X	X	X	X	
Outcome 3	Lane County districts are able to support the well-being of students and families through strong partnerships with community-based organizations. These reciprocal relationships strengthen school-based student and family connections and the community as a whole is positively impacted by the partnership.						X	X	X	X	X
Strategy 1	Coordination of a network of youth leadership/advocacy/affinity groups representative of focal group populations to amplify youth voice to inform district continuous improvement and planning and to strengthen connection to families and local cultural organizations .										
Strategy 2	All communities of practice and program initiatives center belonging, agency, identity, culturally responsive pedagogy and social emotional learning.										
Strategy 3	Provide direct service, consultation, and/or contracting for districts' development of multi-tiered systems of support for academic, social, and emotional needs .										
Strategy 4	Promote increased access to well-rounded and culturally responsive programs (career-connected learning experiences, College Now, after school programs, STEM, etc.)										
Strategy 5	Reduce administrative burden for small and rural school districts.										

Draft Activities & Budget										
				Full Allocation Amount (2023-25*)	SSA TA	EDM	HSS	Small/Rural	ESSA (Federal)	
Select ESD				Lane ESD	\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$10,500.00	
				Total Allocation	\$3,911,411.50	\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$10,500.00
				Budgeted for 23-24 (Not including GEER Small/Rural)	\$1,549,911.50	\$1,217,424.69	\$110,491.20	\$23,245.61	\$193,500.00	\$5,250.00
				Unbudgeted Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				Total Expenditures 24-25	\$2,361,500.00	\$2,032,750.00	\$105,000.00	\$25,000.00	\$193,500.00	\$5,250.00
Select Funding Source										
Activity #	FTE	Object Code	Description of Proposed Activity	Budgeted Amount	SSA TA	EDM	HSS	Small/Rural	ESSA (Federal)	Budget Justification Narrative
1	1	113	1.0FTE Student Success Act Director	\$270,000.00	\$270,000.00					S1, S2, S3, S4, S5 Responsible for carrying out comprehensive plan.
2	1	113	1.0FTE Integrated Guidance Administrator (.75 SIA + .25 Small)	\$184,000.00	\$138,000.00			\$46,000.00		S1, S2, S3, S4, S5 Shares responsibility for carrying out comprehensive plan.
3	0.5	112	.5 Office Manager	\$53,000.00	\$53,000.00					S1, S2, S3, S4, S5 Responsible for documenting/supporting plan implementation.
4	0.1	113	0.1 FTE School Improvement Director	\$20,000.00	\$20,000.00					S1, S2, S3, S4, S5 Shares responsibility for carrying out comprehensive plan with respect to ELD & expanded learning supports
5	1	111	1.0FTE Social-Emotional Learning Specialists	\$146,500.00	\$146,500.00					S2, S3 Provides technical assistance in alignment with many district integrated guidance strategy of improved social emotional learning education and student/staff mental health.
6	1	111	1.0 FTE Data Coordinator Small/Rural Districts	\$84,500.00				\$84,500.00		S1, S3, S5 Provides technical assistance in the goal of Small/Rural fund
7	0.425	111	.425FTE Title 3 Lead/ELD Specialist	\$25,000.00	\$25,000.00					S2, S3 Provides technical assistance in alignment with focal group from district IG plans that was identified in need of support.
8	0.5	111	.25FTE Math Education Specialist	\$50,000.00	\$50,000.00					S2, S4 Provides technical assistance in alignment with many district integrated guidance strategy of improved well-rounded education.
9	0.75	111	.75 ELA/SS Education Specialist	\$135,000.00	\$135,000.00					S2, S4 Provides technical assistance in alignment with many district integrated guidance strategy of improved well-rounded education.
10	1	111	1.0FTE Youth Equity Council/Youth Voice Coordinator	\$140,000.00	\$140,000.00					S1, S2, S5 Provides technical assistance in alignment with the required community engagement of IG. Youth Voice Specialist
11	1	112	1.0FTE Bilingual Desktop Support Technician	\$85,000.00	\$85,000.00					S1, S2, S3, S4, S5 Provides technical assistance to school improvement staff to implement the comprehensive plan.
12	0.25	111	Tiered support: Supplement Attendance Advocate up to .25FTE	\$25,000.00		\$25,000.00				S1 Provides services to districts in achieve goals of EDM.
13	0.5	111	0.5 FTE Career Connected Learning Project Coordinator	\$45,500.00	\$45,500.00					S2, S4 Provides technical assistance in alignment with many district integrated guidance strategy of expanding CCL to K-12.
14	1	111	1.0 FTE 21st Century CCLC Project Coordinator (.5 SIA + .5 Small)	\$91,000.00	\$45,500.00			\$45,500.00		S4, S5 Provides technical assistance for small/rural school districts to expand learning opportunities on Fridays and after school.
15	0.5	111	0.5 FTE Science Specialists	\$73,250.00	\$73,250.00					S2, S4 Provides technical assistance in alignment with many district integrated guidance strategy of improved well-rounded education.

Draft Activities & Budget

Draft Activities & Budget										
			Full Allocation Amount (2023-25*)		SSA TA	EDM	HSS	Small/Rural	ESSA (Federal)	
	Select ESD	Lane ESD			\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$10,500.00	
			Total Allocation		\$3,911,411.50	\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$10,500.00
			Budgetted for 23-24 (Not including GEER Small/Rural)		\$1,549,911.50	\$1,217,424.69	\$110,491.20	\$23,245.61	\$193,500.00	\$5,250.00
			Unbudgeted Funds		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Total Expenditures 24-25		\$2,361,500.00	\$2,032,750.00	\$105,000.00	\$25,000.00	\$193,500.00	\$5,250.00
16	1	113	1.0 FTE Program Assistant (SE)	\$69,000.00	\$69,000.00					S1, S2, S3, S4, S5 Responsible for documenting/supporting plan implementation.
17	1	111	1.0FTE Native Youth Wellness Program Coordinator	\$140,000.00	\$140,000.00					S2, S3, S4 Provides technical assistance in alignment with focal group from district IG plans that was identified in need of support.
18		31x	Technical assistance for small/rural districts to participate in a facilitated portrait of a graduate community engagement process.	\$60,000.00	\$60,000.00					S1, S2, S4, S5 Contract to facilitate the portrait of a graduate process as identified in district IG plans. CONTRACTED services with Cosgrave reporting to SSA Director
19		31x	Technical assistance for targeted supports for youth experiencing homelessness.	\$15,000.00	\$15,000.00					S1, S5 Contract to facilitate supports for unhoused youth as an identified focal group in district IG plans. CONTRACTED services with 15th Night reporting to SSA Director
20		31x	Technical assistance with EAs/IAs community of practice	\$150,000.00	\$150,000.00					S2, S3 Contract to facilitate PD for EA's and IA's in support for district MTSS. CONTRACTED services with ORSN reporting to SSA Director
21		31x	Technical assistance with Mental Health & Safety Team Supports	\$35,000.00	\$25,000.00	\$35,000.00				S1, S5 Contract to facilitate targeted mental health supports as identified in district IG plans. CONTRACTED services with CBO's reporting to SSA Director
22		31x	Technical assistance with the implementation of district early literacy plans.	\$20,000.00	\$20,000.00					S2, S3 Technical assistance to support the newly integrated program of early literacy. ASSIGN: Literacy Specialist
23		31x	Technical assistance with instructional practices for supporting multilingual learners.	\$20,000.00	\$20,000.00					S2, S3 Technical assistance in alignment with focal group from district IG plans that was identified in need of support. ASSIGN: ELD Specialist
24		31x	Technical assistance on data collection and analysis to improve systems of intervention.	\$17,500.00				\$17,500.00		S1, S3, S5 Technical assistance in the goal of Small/Rural fund ASSIGN: Data/Reporting Coordinator
25		31x	Technical assistance with networked learning opportunities for K-12 career connected learning.	\$25,000.00			\$25,000.00			S2, S4 Technical assistance in alignment with many district integrated guidance strategy of expanding CCL to K-12. ASSIGN: K-12 CCL Coordinator
26		31x	Teacher Regional Pathway expansion to Small and Rural districts	\$30,000.00	\$30,000.00					S1, S2, S5 Technical assistance in alignment with many district integrated guidance strategy of expanding the diversity of their workforce. ASSIGN: Teacher Pathways Program
27		31x	Technical assistance with community engagement with an emphasis on focal student and family engagement	\$45,000.00		\$45,000.00				S1, S2, S5 Technical assistance in alignment with the required community engagement of IG. ASSIGN: Youth Voice Specialist
28		31x	Technical assistance with well rounded education in the humanities with attention to ethnic studies, tribal history / shared history and BH365	\$75,000.00	\$75,000.00					S2, S4 Technical assistance in alignment with many district integrated guidance strategy of improved well-rounded education. ASSIGN: ELA Specialist

Draft Activities & Budget

Draft Activities & Budget										
			Full Allocation Amount (2023-25*)		SSA TA	EDM	HSS	Small/Rural	ESSA (Federal)	
	Select ESD	Lane ESD			\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$10,500.00	
			Total Allocation		\$3,911,411.50	\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$10,500.00
			Budgetted for 23-24 (Not including GEER Small/Rural)		\$1,549,911.50	\$1,217,424.69	\$110,491.20	\$23,245.61	\$193,500.00	\$5,250.00
			Unbudgeted Funds		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Total Expenditures 24-25		\$2,361,500.00	\$2,032,750.00	\$105,000.00	\$25,000.00	\$193,500.00	\$5,250.00
29		31x	Technical assistance with well rounded education in the STEM and project-based learning fields	\$25,000.00	\$25,000.00					S2, S4 Technical assistance in alignment with many district integrated guidance strategy of improved well-rounded education. ASSIGN: STEM Team
30		31x	Technical assistance with development of curriculum and framework of mental health teaching materials	\$30,000.00	\$30,000.00					S2, S3 Technical assistance in alignment with many district integrated guidance strategy of improved social emotional learning education and student/staff mental health. ASSIGN: SEL Specialist
31		31x	Technical assistance with Native American Social Emotional Wellness supports	\$30,000.00	\$30,000.00					S2, S3, S4 Technical assistance in alignment with focal group from district IG plans that was identified in need of support. ASSIGN: NYW Coordinator
32		31x	Technical assistance with networked learning opportunities for District Leaders with attention to continuous improvement and reduction of administrative burden	\$60,000.00	\$60,000.00					S1, S2, S3, S5 Technical assistance in alignment with the required attention to continuous improvement. ASSIGN: IG Admin
33		31x	Technical assistance with implementation of district Integrated Guidance goals around MTSS, data teams and interventions with attention to students receiving special education services	\$32,000.00	\$32,000.00					S1, S2, S3 Technical assistance in alignment with many district integrated guidance strategy of improved MTSS, data team and intervention systems. ASSIGN: IG Admin
35		31x	Support regional convenings, professional learning, and/or PLCs (designed to support CSI/TSI schools primarily).	\$5,250.00					\$5,250.00	S2, S3, S5 Technical assistance in alignment with required CSI/TSI support. ASSIGN: IG Admin
34		31x	Staff development to build capacity to support districts with this technical assistance	\$25,000.00	\$25,000.00					S2 Professional Development for ESD staff to build in-house capacity to achieve comprehensive plan outcomes. ASSIGN: SSA Director

Funding Source				Object Code	Description
ESD TA	SSA Technical Assistance	This is the largest bucket of state funding from our office aimed at providing technical assistance to support the Student Investment Account work embedded within the Integrated Guidance and alignment of programs.		111	Licensed Salaries
Small/Rural	Small & Rural Support	This is the new state funding that sustains support to small and rural districts to relieve administrative burden. This replaces what has been known as the GEER funding to date.		112	Classified Salaries
EDM	Every Day Matters	This is state funding aimed at working to address the root causes of chronic absenteeism.		113	Administrative Salaries
HSS	High School Success	This is state funding to support the implementation of strategies for High School Success, focused on 8-12th grade.		13x	Additional Salaries
ESSA	ESSA Partnerships	This is federal funding that is aimed at supporting convenings and/or professional learning communities within you region in addition to other continuous improvement efforts.		2xx	Benefits
GEER	Small & Rural Support	This is the new state funding that sustains support to small and rural districts to relieve administrative burden. This replaces what has been known as the GEER funding to date.		31x	Instructional, Professional and Technical Services
				33x	Transportation
				34x	Travel
				35x	Communications
				4xx	Supplies and Materials
				8xx	Miscellaneous
				ADMIN	Administrative Indirect Costs
				OTHER	Other codes not listed



Local Service Plan

2023-25

Oregon Department of Education											
Additional ESD Funding											
EGMS- State Funding								EGMS - Federal Funding			
ESD Region	Grant Number	SSA TA \$	EDM \$	HSS \$	Small/Rural \$	HB 3499 \$	Dashboard \$	Total State Funding	ESSA \$	Total Federal Funding	Total
INDEX CODE		35029	35023								
Clackamas ESD	15218	\$4,068,873.79	\$269,772.11	\$38,011.70	\$38,700.00	\$175,000.00	\$0.00	\$4,590,357.60	\$10,500.00	\$10,500.00	\$4,600,857.60
Columbia Gorge ESD	15219	\$568,047.35	\$50,000.00	\$7,309.94	\$77,400.00	\$0.00	\$0.00	\$702,757.29	\$10,500.00	\$10,500.00	\$713,257.29
Douglas ESD	15220	\$1,054,364.85	\$69,905.89	\$26,315.79	\$425,700.00	\$0.00	\$0.00	\$1,576,286.53	\$10,500.00	\$10,500.00	\$1,586,786.53
Grant ESD	15221	\$428,086.94	\$50,000.00	\$8,771.93	\$193,500.00	\$0.00	\$0.00	\$680,358.87	\$10,500.00	\$10,500.00	\$690,858.87
Harney ESD Region XVII	15222	\$428,086.94	\$50,000.00	\$8,771.93	\$387,000.00	\$0.00	\$0.00	\$873,858.87	\$10,500.00	\$10,500.00	\$884,358.87
High Desert ESD	15223	\$2,040,940.17	\$135,317.23	\$19,005.85	\$38,700.00	\$0.00	\$0.00	\$2,233,963.25	\$10,500.00	\$10,500.00	\$2,244,463.25
InterMountain ESD	15224	\$1,920,465.24	\$127,329.57	\$43,859.65	\$541,800.00	\$160,000.00	\$0.00	\$2,793,454.46	\$10,500.00	\$10,500.00	\$2,803,954.46
Jefferson ESD	15225	\$428,086.94	\$50,000.00	\$4,385.96	\$116,100.00	\$0.00	\$0.00	\$598,572.90	\$10,500.00	\$10,500.00	\$609,072.90
Lake ESD	15226	\$428,086.94	\$50,000.00	\$4,385.96	\$193,500.00	\$0.00	\$0.00	\$675,972.90	\$10,500.00	\$10,500.00	\$686,472.90
Lane ESD	15227	\$3,250,174.69	\$215,491.20	\$48,245.61	\$387,000.00	\$0.00	\$0.00	\$3,900,911.50	\$10,500.00	\$10,500.00	\$3,911,411.50
Linn Benton Lincoln ESD	15228	\$2,634,622.17	\$174,679.19	\$38,011.70	\$199,500.00	\$0.00	\$0.00	\$3,046,813.05	\$10,500.00	\$10,500.00	\$3,057,313.05
Malheur ESD Region 14	15229	\$457,279.25	\$50,000.00	\$11,695.91	\$348,300.00	\$175,000.00	\$0.00	\$1,042,275.15	\$10,500.00	\$10,500.00	\$1,052,775.15
Multnomah ESD	15230	\$6,393,420.22	\$423,892.85	\$39,473.68	\$77,400.00	\$0.00	\$0.00	\$6,934,186.75	\$10,500.00	\$10,500.00	\$6,944,686.75
North Central ESD	15231	\$428,086.94	\$50,000.00	\$11,695.91	\$193,500.00	\$0.00	\$0.00	\$683,282.85	\$10,500.00	\$10,500.00	\$693,782.85
Northwest Regional ESD	15232	\$7,234,359.65	\$479,648.32	\$57,017.54	\$387,000.00	\$0.00	\$220,000.00	\$8,378,025.51	\$10,500.00	\$10,500.00	\$8,388,525.51
Region 18 ESD	15233	\$428,086.94	\$50,000.00	\$5,847.95	\$154,800.00	\$0.00	\$0.00	\$638,734.89	\$10,500.00	\$10,500.00	\$649,234.89
South Coast ESD	15234	\$844,166.79	\$55,969.46	\$19,005.85	\$309,600.00	\$0.00	\$0.00	\$1,228,742.09	\$10,500.00	\$10,500.00	\$1,239,242.09
Southern Oregon ESD	15235	\$3,652,290.65	\$242,152.06	\$49,707.60	\$154,800.00	\$0.00	\$0.00	\$4,098,950.31	\$10,500.00	\$10,500.00	\$4,109,450.31
Willamette ESD	15236	\$6,121,167.56	\$405,842.11	\$58,479.53	\$425,700.00	\$235,375.00	\$0.00	\$7,246,564.20	\$10,500.00	\$10,500.00	\$7,257,064.20
Total		\$42,808,694.00	\$3,000,000.00	\$500,000.00	\$4,650,000.00	\$745,375.00	\$220,000.00	\$51,924,069.00	\$199,500.00	\$199,500.00	\$52,123,569.00

OSBA Model ESD Sample Policy

Code: EFA

Adopted:

Local Wellness

(This policy is Required if the ESD operates a school and participates in a free or reduced-priced meal program with ODE.)
{Title 7 C.F.R. 210.31(a) requires local education agencies to “establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast Program...”. The law describes the policy as “a written plan that includes” various components intended to improve student wellness. This policy is designed to meet the requirements for a wellness policy and provide the framework for the ESD’s plan. Previously these requirements were split between the policy and an administrative regulation (AR). All required and/or related content is now included in the model policy, therefore OSBA recommends deleting the AR if the ESD previously included it in the board’s policy manual. ESDs should consult with stakeholders in the process of adoption and incorporate language that meets the unique needs of the ESD.}

The ESD is committed to the optimal development of every student and believes that a positive, safe and health-promoting learning environment is necessary for students to have the opportunity to achieve personal, academic, developmental and social success.

To help ensure students possess the knowledge and skills necessary to make healthy choices for a lifetime, the superintendent shall prepare and implement a comprehensive ESD nutrition program consistent with state and federal requirements for ESDs sponsoring the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP). The program shall reflect the Board’s commitment to providing adequate time for instruction that fosters healthy eating through nutrition education and promotion, serving healthy and appealing foods at ESD schools, developing food-use guidelines for staff and establishing liaisons with nutrition service providers, as appropriate.

The superintendent or designee shall establish a Wellness Advisory Committee to advise the ESD in the development, review and update of the local wellness policy.

POLICY IMPLEMENTATION, MONITORING, ACCOUNTABILITY AND COMMUNITY ENGAGEMENT

Implementation

The ESD shall manage and coordinate the implementation of this local wellness policy.

The Implementation will consist of, but not be limited to, the following:

1. Delineating roles, responsibilities, actions and timelines specific to each school;
2. Generating and disseminating information about who will be responsible to make what change, by how much, where and when;
3. Establishing standards for all foods and beverages provided (but not sold) to students during the
4. Establishing standards and nutrition guidelines for all foods and beverages sold to students during the school day on participating school campuses that meet state and federal nutrition standards for

NSLP and SBP, competitive foods, permit marketing of same that meets the competitive food nutrition standards, and promotes student health and reduces child obesity; and

5. Establishing specific goals for nutrition promotion and education, physical activity[, physical education] and other school-based activities that promote student wellness.

The Board designates the superintendent to be responsible for ensuring each school meets the goals outlined and complies with this policy.

Record Keeping

The ESD will retain the following records to document compliance with the local wellness policy requirements at the ESD's administrative offices:

1. The written local wellness policy;
2. Documentation to demonstrate the policy has been made available to the public;
3. Documentation of efforts to review and update the local wellness policy, including an indication of who participates in the update and the methods the ESD uses to make stakeholders aware of their ability to participate;
4. Documentation to demonstrate compliance with the annual public notification requirements;
5. Documentation of the ESD's most recent assessment on the implementation of the local wellness policy;
6. Documentation to demonstrate the most recent assessment on the implementation of the local wellness policy has been made available to the public.

Notification of Policy

The ESD will inform the public about the content and implementation of the local wellness policy, and post the policy and any updates to the policy on the ESD website annually. Included will be, if available, the most recent assessment of the implementation, and a description of the progress being made in attaining the goals of the policy.

The ESD will publicize the name and contact information of the ESD or school official(s) leading and coordinating the policy and information on how the public can get involved with the local wellness policy. This information will be published on the ESD's website and in ESD communications.

Triennial Progress Assessments

At least once every three years, the ESD will evaluate the implementation of this policy and its progress with a triennial assessment and produce a progress report that will include:

1. The extent to which schools under the jurisdiction of the ESD are in compliance with the policy;

2. The extent to which the ESD’s policy compares to model local school wellness policy^{1}; and
3. A description of the progress made in attaining the goals of the ESD’s policy.

The ESD will publish the triennial progress report on the ESD website when available. The ESD will update or modify the policy based on results of the triennial assessment.

Community Involvement, Outreach and Communications (Review of, and Updating Policy)^{2}

The ESD will actively communicate ways in which the community can participate in the development, implementation and periodic review and update of the local wellness policy. The ESD will communicate information about opportunities [in community news, on the ESD’s website, on school websites, and/or in ESD or school communications]. The ESD will ensure that communications are culturally and linguistically appropriate to the community.

Parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the Board, school administrators, and the general public will be solicited to participate in the periodic review and update of the local school wellness policy.

[Wellness Advisory Committee^{3}

The ESD supports a wellness advisory committee to assist the development, implementation, and periodic review and update of the local wellness policy. The superintendent or designee will be a member of this committee.

The ESD will publicize information about the wellness advisory committee [in community news, in communications to parents, and/or on websites operated by the ESD] to communicate to parents, students and the community at large to explain the committee’s purpose, process and an invitation to volunteer.

1. The wellness advisory committee membership will include, to the extent possible, but not be limited to:
 - a. Parents, caregivers and students;
 - b. Representatives of the school nutrition program (e.g., school nutrition director);
 - c. Physical education and/or health education teachers;
 - d. School health professionals (e.g., school nurses, physicians, dentists, health educators and other allied health personnel who provide school health services);
 - e. Mental health and social services staff (e.g., school counselors, psychologists, social workers, or psychiatrists);
 - f. School administrators (e.g., superintendent, assistant superintendent, principal, vice principal);

¹ {Model Wellness Policy resource published by the [Alliance for a Healthier Generation](#). OSBA makes no representation of its compliance by providing this resource.}

² {USDA Local school wellness policy [resource](#); CDC [resource](#); CDC Healthy Schools [resource](#); USDA Local school wellness policy [outreach toolkit](#) and communication resource from [Alliance for a Healthier Generation](#).}

³ {A Wellness Advisory Committee is not required. If the ESD chooses to have a committee, the ESD should amend the language here to establish the membership and responsibilities of the committee. [School Wellness Committee Toolkit](#) published by the Alliance for a Healthier Generation}

- g. Board members;
 - h. Supplemental Nutrition Assistance Program (SNAP) education coordinators;
 - i. Healthcare professionals and/or other health related professionals (e.g., dietitians, doctors, nurses, dentists); and
 - j. Members of the general public.
2. The committee, appointed by the superintendent or designee, will meet to organize and vote on a committee chair and a secretary prior to or at the beginning of the school year. The chair and secretary will serve for one year minimum and may be reappointed.
 3. The wellness advisory committee will meet [four] times per year to review of the local wellness policy.
 4. The committee will facilitate the development, review and update of the wellness policy, and evaluate each participating school’s compliance with the policy.

The ESD will create building-level committees to establish school-specific goals and activities that implement this policy. A school coordinator will be designated to support compliance with this policy.]

NUTRITION PROMOTION AND NUTRITION EDUCATION

Nutrition promotion and nutrition education positively influence lifelong eating behaviors by using evidence-based strategies and techniques and nutrition messages and by creating food environments that support healthy nutrition choices.

To promote nutrition education in the schools, the principal is responsible for ensuring the following goals are implemented:

1. {⁴} [Students and staff will receive consistent nutrition messages throughout the school environment;
2. Nutrition education is provided throughout the student’s school years as part of the ESD’s age-appropriate, comprehensive nutrition program[(which includes the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements, safe food preparation, and handling and storage related to food and eating)], and is aligned and coordinated with the Oregon Health Education Standards and school health education programs;
3. Nutrition education will include culturally relevant, participatory activities that include social learning strategies and activities that are aligned and coordinated with the Oregon Health Education Standards and school health education programs;
4. Teachers will receive curriculum-specific training;

⁴ {The goals listed are examples; ESDs are required to include goals in the policy. ESDs are encouraged to evaluate needs and resources and to develop specific goals. ESDs are required to “review and consider evidence-based strategies and techniques” (7 CFR 210.31(c)(1)). Model Wellness Policy resource published by the [Alliance for a Healthier Generation](#). OSBA makes no representation of its compliance by providing this resource.}

5. Parents and families are encouraged through school communications to send healthy snacks/meals and [reusable] water bottles with their student to school;
6. Families and community organizations are involved, to the extent practicable, in nutrition education;
7. Nutrition education homework that students can do with their families is assigned (e.g., reading and interpreting food labels, reading nutrition-related newsletters, preparing healthy recipes);
8. Materials on how to assess one’s personal eating habits, set goals for improvement and achieve those goals.]

Nutrition promotion, including marketing and advertising nutritious foods and beverages to students, will be implemented consistently through a comprehensive and multi-channel approach, (e.g., in the classroom, cafeteria and at home) by staff, teachers, parents, students and the community.

To ensure adequate nutrition promotion, the following goals will be implemented:

1. {⁵} [Information about available meal programs is distributed prior to or at the beginning of the school year and at other times throughout the school year;
2. Information about availability and location of a Summer Food Service Program (SFSP) is distributed;
3. Nutrition promotion materials are sent home with students, published on the ESD website, and distributed at parent-teacher conferences;
4. Families are invited to attend exhibitions of student nutrition projects or health fairs;
5. Physical activity is a planned part of all school-community events.]

School Meals

[Schools within the ESD participate in U.S. Department of Agriculture (USDA) child nutrition program(s), administered through the Oregon Department of Education (ODE)[.] [which may include the NSLP[,] [and] [the SBP,] [Fresh Fruit & Vegetable Program (FFVP),] [After School Snack Program (ASSP),] [Special Milk Program (SMP),] [Summer Food Service Program (SFSP),] [Supper programs] [or others].] [The ESD also operates additional nutrition-related programs and activities including Farm-to-School programs, school gardens, Breakfast in the Classroom, Mobile Breakfast carts or Grab ‘n’ Go Breakfast.]

The school’s available meal program(s) operate to meet meal pattern requirements and dietary specifications in accordance with the Healthy, Hunger-Free Kids Act and applicable federal laws and regulations.

⁵ {The goals listed are examples; ESDs are required to include goals in the policy. ESDs are encouraged to evaluate needs and resources and to develop specific goals. ESDs are required to “review and consider evidence-based strategies and techniques” (7 CFR 210.31(c)(1)). Model Wellness Policy resource published by the [Alliance for a Healthier Generation](#). OSBA makes no representation of its compliance by providing this resource.}

The [principal(s)] will support nutrition and food services operation as addressed in Board policy EFAA – ESD Nutrition and Food Services and its accompanying administrative regulation EFAA-AR – Reimbursable Meals and Milk Programs.

[Water

Free, safe, unflavored, drinking water will be available to all students throughout the school day and throughout every school campus. The ESD will make drinking water available where school meals are served during mealtimes.]

Competitive Foods and Beverages

The ESD controls the sale of all competitive foods. All foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed Smart Snacks Standards⁶. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores, snack or food carts and fund raising.

Celebrations and Rewards/Incentives

All foods and beverages offered on the school campus [will meet or exceed] [are encouraged to meet] the nutrition standards set by the USDA and the Oregon Smart Snacks Standards. This includes, but is not limited to, celebrations, parties, and classroom snacks brought by parents. [Food will not be used as a reward or incentive.] [This information will be conveyed to staff and parents.]

[Fund Raising

Foods and beverages that meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards may be sold through fund raisers on the school campus during the school day. Such requests to conduct a fund raiser will be submitted to the [principal] for approval before starting.]

Food and Beverage Marketing in Schools

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the nutrition standards for competitive foods set by the USDA.

[The ESD (i.e., school nutrition services, athletics department, PTA, PTO) will review existing contracts, new contracts and equipment, and product purchase or replacement to reflect the applicable food and beverage marketing guidelines.]

PHYSICAL ACTIVITY AND PHYSICAL EDUCATION

A quality physical education program is an essential component for all students to learn about and participate in physical activity. The ESD will develop and assess student performance standards and program minute requirements in order to meet ODE's physical education content standards and state law.

⁶ Oregon Department of Education, [Oregon Smart Snacks Standards](#)

Physical activity should be included in the school’s daily education program for grades [pre-]K through 12 and include regular, instructional physical education, as well as co-curricular activities and recess.

In order to ensure students are afforded the opportunity to engage in physical education and physical activity in the school setting, the following goals are established:

1. {⁷} [Physical education will be a course of study that focuses on students’ physical literacy and development of motor skills;
2. Staff encourages and provides support for parental involvement in their children’s physical education;
3. Physical education courses will be the environment where students learn, practice and are assessed on developmentally appropriate knowledge, skills and confidence to become physically literate;
4. Instruction, provided by adequately prepared teachers, i.e., licensed or endorsed to teach physical education, will meet the state adopted academic content standards for physical education (Oregon Revised Statute (ORS) 329.045). Teachers of physical education shall regularly participate in professional development activities annually;
5. {⁸} Every public school student in [pre-]kindergarten through grade 8 shall participate in physical education for the entire school year. Students in kindergarten through grade [5] [6] shall participate for a least 150 minutes during each school week, and students in grades [6] [7] through 8 for at least 225an average of 150 minutes perduring each school week, as calculated over the duration of a school year;
6. Physical activity will be integrated across curricula and throughout the school day. Movement will be made a part of all classes or courses as part of a well-rounded education;
7. Physical activity during the school day (including, but not limited to, recess, classroom physical activity breaks or physical education) will not be used as a punishment or a reward;
8. {⁹} At least 50 percent of the weekly physical education class time in grades K through 8 shall be devoted to actual physical activity;
9. Physical activity is a planned part of all school-community events;
10. Materials promoting physical activity are sent home with students and published on the ESD website.]

⁷ {The goals listed are examples; ESDs are required to include goals in the policy. ESDs are encouraged to evaluate needs and resources and to develop specific goals. ESDs are required to “review and consider evidence-based strategies and techniques” (7 CFR 210.31(c)(1)). Model Wellness Policy resource published by the [Alliance for a Healthier Generation](#). OSBA makes no representation of its compliance by providing this resource. }

⁸ {ESDs are required to provide the specified number of physical education minutes, but are not required to include them as goals or in this policy. If the ESD operates K-5 elementary schools, select “5” in the first bracket and “6” in the second bracket. If the ESD operates K-6 elementary schools, select “6” in the first bracket and “7” in the second bracket. }

⁹ {This language is not required to be in policy, but this is a required action pursuant to ORS 329.496. }

[¹⁰] A student with a disability shall have suitably adapted physical education incorporated as part of their individualized education program (IEP) developed under ORS 343.151. A student who does not have an IEP but has chronic health problems, other disabling conditions or other special needs that preclude them from participating in regular physical education instruction, shall have suitably adapted physical education incorporated as part of their individualized health plan, developed by the ESD.]

Other Activities that Promote Student Wellness

The ESD will integrate wellness activities throughout the entire school environment. The ESD will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicated and work toward the same set of goals promoting student well-being, optimal development and strong educational outcomes.

The ESD will provide the following activities and encourage the following practices which promote local wellness:

1. [Scoliosis screenings;
2. Safe Routes to Schools Program;
3. Physically active family and community engagement activities for families to learn about healthy eating or to practice being active together (e.g., skate night, fun run, dance night);
4. Nonfood-related fund raisers;
5. Physical activity energizers during transitions from one subject to another;
6. Intramural sports;
7. Monthly/Weekly school walks;
8. Assemblies which focus on wellness issues such as the importance of breakfast, healthy beverages, and how students and staff can incorporate 60 minutes of physical activity into their day;
9. Use of alternates to food as rewards in the classroom;
10. Creation of connections between out-of-school time (OST) programs that involve staff members from OST programs, both school- and community-based, in school initiatives that address healthy eating, such as school wellness teams or wellness committees;
11. Integration of social, emotional and mental health supports into school programs (e.g., promote a positive school climate where respect is encouraged and students can seek help from trusted adults);
12. Communication between classroom teachers and nutrition staff, so that menus and nutrition promotion can be tied into classroom learning and coursework;

¹⁰ {This language is not required to be in policy, but this is a required action pursuant to ORS 329.496.}

13. Include wellness as a standing agenda item for school-based meetings (e.g., staff meetings, site council meetings, PTO).]

[^{11}]**Employee Wellness**^{12}

The ESD encourages staff to pursue a healthy lifestyle that contributes to their improved health status, improved morale and a greater personal commitment to the school's overall wellness program. Many actions and conditions that affect the health of staff may also influence the health and learning of students. The physical and mental health of staff is integral to promoting and protecting the health of students and helps foster their academic success. The ESD's Employee Wellness Program will promote health, reduce risky behaviors of employees and identify and correct conditions in the workplace that can compromise the health of staff, reduce their levels of productivity, impede student success and contribute to escalating health-related costs such as absenteeism.

The ESD will collaborate with community partners to identify programs, services and/or resources to compliment and enrich employee wellness endeavors.

The ESD's Employee Wellness Program [may] include the following:

1. Health education and health promoting activities that focus on skill development and lifestyle behavior that change along with awareness building, information dissemination, access to facilities, and are preferably tailored to employees' needs and interests;
2. Safe, supportive social and physical environments including organizational expectations about healthy behavior, and implementation of policy that promotes health and safety and reduces the risk of disease;
3. Linkage to related programs such as employee assistance programs, emergency care and programs that help employees balance work life and family life;
4. Education and resources to help employees make decisions about health care; and
5. Nutrition and fitness educational opportunities that may include but are not limited to, the distribution of educational and informational materials, and the arrangement of presentations and workshops that focus on healthy lifestyles, health assessments, fitness activities and other appropriate nutrition and physical activity related topics.

The ESD encourages participation from all employees. "Employees" are not limited to instructional staff (i.e., teachers and instructional assistants), but includes all administrators and support staff.

The following groups are seen as essential for establishing, implementing and sustaining an effective employee wellness program:

1. School personnel who implement existing wellness programs in the ESD (i.e., employee wellness committee);

¹¹ {This language is optional and is not required by state or federal law.}

¹² {CDC resources for [school employee wellness](#) and [workplace health promotion](#)}

2. ESD personnel who implement health programs for students (e.g., school health coordinator, school nurses, psychologist, health and physical educators, nutrition professionals, counselors and other staff); and
3. Decision makers who have the authority to approve policy and provide administrative support essential for a school wellness program (e.g., Board members, superintendents, human resource administrators, fiscal services administrators and principals).]

[DEFINITIONS

1. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act available for sale to students on the school campus during the school day.
2. “Food and beverage marketing^[13]” is defined as advertising and other promotion in schools. Food and beverage marketing often includes an oral, written or graphic statement made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.
3. “Oregon Smart Snacks Standards”¹⁴ means the State’s minimum nutrition standards for competitive foods and beverages (ORS 336.423).
4. “School day” means, for the purpose of competitive food standards implementation, the period from the midnight before, to 30 minutes after the end of the official school day[, i.e., at the conclusion of afternoon student activities, such as athletic, music or drama practices, clubs, academic support and enrichment activities].
5. “School campus” means, for the purpose of competitive food standards implementation, all areas of property under the jurisdiction of the school that are accessible to students during the school day.]

END OF POLICY

Legal Reference(s):

¹³ [This term includes, but is not limited to, the following: brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container; displays, such as on vending machine exteriors; corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: Immediate replacement of these items is not required; however, ESDs will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is financially possible over time so that items are in compliance.); corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, student assignment books or school supplies displayed, distributed, offered or sold by the ESD; advertisements in school publications or school mailings; free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.]

¹⁴ Oregon Department of Education, [Oregon Smart Snacks Standards](#)

[ORS 329.531](#)
[ORS 327.537](#)
[ORS 329.496](#)
[ORS 334.125](#)

[ORS 336.423](#)
[OAR 581-051-051-0100](#)
[OAR 581-051-051-0305](#)

[OAR 581-051-051-0306](#)
[OAR 581-051-051-0310](#)
[OAR 581-051-051-0400](#)

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. § 1758b (2018).
National School Lunch Program, 7 C.F.R. Part 210 (2022).
School Breakfast Program, 7 C.F.R. Part 220 (2022).
[House Bill 3199](#) (2023).

Lane School's Holiday Bazaar



What is Lane School, and who are Lane school students?

Lane School is a public school program serving K-8 students, located in Eugene, Oregon. Students who are referred to Lane School have struggled in their neighborhood schools because of significant behavioral challenges. Many Lane School students have had a history of school failure. Lane School is a small school that is able to provide individual supports to help students build skills and and feel school success.



What is the Holiday Bazaar?

The Holiday Bazaar is a special event at Lane School where students get to shop for gifts to give to their families for the holidays. Most of the items in the bazaar are donated by people and businesses in Lane County. These donations go directly to Lane School students and their families.



Why do we do it?

It's a way for Lane School students to be able to give gifts to the ones they love during the holiday season. It's also a way for students to show that they are thinking of others, and are grateful to their family members for being a part of their lives.



How do your donations help?

Many of our student's families are dealing with economic hardship, food insecurity and housing insecurity. Your donations bring joy and holiday spirit during the often difficult holiday season.

Our School Improvement Team | Board Report | 12.05.23

New Staff Highlight: Greg Evans, Lane AABSS Administrator:

Greg's career as an educator includes a 28-year career as a classroom instructor, program coordinator, lecturer, workshop facilitator and consultant. Greg is the founder and program director of the award-winning Rites of Passage Summer Academies for underrepresented and underserved student populations at Lane Community College. In addition to his professional portfolio, Greg has been active in the areas of civil/human rights and transportation policy. In his most recent role prior to joining the Lane ESD team, Greg served as Associate Vice-President for Equity, and Inclusion and Chief Diversity Officer at Lane Community College in Eugene.

Special Education Desk Monitoring:

The School Improvement team hosted a day long work session for our four districts being monitored by ODE's Special Education team for compliance. During the session, ODE's team trained district representatives and SI team members on completing the required monitoring, then SI team members worked with each of the districts' teams to complete their IEP monitoring. This effort to reduce administrative burden was well-received and our participating districts expressed their gratitude for the support. Members of the SI team who attended appreciated the training and insight into Special Education requirements in our districts.



December 2023 Board Report Technology Services

- Construction update: Technology renovation project is underway. Demolition is nearly complete. Construction schedules are being finalized and some materials delays may have an impact on the timeline.
- Wide Area Network equipment refresh project: Equipment is on order and expecting staged delivery over the Spring. Professional services schedule to be determined based on the availability of hardware.
- Technology staff participated in a CyberSecurity TTx tabletop exercise that was hosted by LinkOregon, and are working on scheduling a similar exercise at Lane ESD. These exercises are facilitated by CISA (Cybersecurity and Infrastructure Security Agency), and run through the business and management processes and procedures that would come into play in the case of a ransomware attack or some other scenario.
- November LCTAC update:
 - Participants discussed how to efficiently engage district staff regarding translation requests from Spanish-speaking families needing technology support.
 - The group discussed Data Privacy Agreements and strategies for getting vendors to sign them. This will be an ongoing topic with LCTAC, as districts and Lane ESD are creating processes and procedures for vetting software applications for protecting student and employee data
 - The importance of Accessibility of digital instructional materials was discussed as well as revisions to state OARs to clarify requirements for compliance.

Report to the Board
Special Education
December 2023

Unified Robotics

Teams at Churchill High School and South Eugene High School have been meeting weekly and this Saturday, December 9 the first [Unified Robotics Tournament](#) will be held in the Churchill High School Cafeteria at 10:00. The Board is cordially invited to attend!

Classroom Staffing

Recruitment incentives have been successful and we have largely shifted away from contracting with a staffing agency to staff our Life Skills classrooms. Substitute pools remain shallow, as is the case for all Lane County districts, and substitute recruitment has become a primary focus.

Special Education Office Manager

Katie McRae has joined Special Education as our Office Manager. Katie has many years of experience supporting administrators in Eugene 4J SD and brings a wealth of experience and skills.

Nora Kent Board Report
December 2023

Ruby Bridges

On Tuesday, November 14th I volunteered at the Mapleton School District' Ruby Bridges Walk to School Day. Vanessa Clemons, Teacher and Megan Schull, LCOG's Safe Routes to School Program Coordinator facilitated the event. Navigator Donovan Scurlock from AABSS was also on hand to volunteer .

I also connected with Courtney Stone, Upriver Vision Team Coordinator from Siuslaw Vision and Terri Johnston, Youth Transition Specialist and Community Service Coordinator (I am on a call list now for needed clothing and other essentials) .

We all gathered with the children and Mapleton Food Share and recited the Ruby Bridges pledge to be activists like Ruby. Then walked along the highway over the bridge and were greeted at the school. Always inspiring to have awareness of civil rights be brought to children in our community.

OSBA Rural Schools Caucus

I attended the breakout session for the Rural Schools Caucus at the OSBA convention. School districts from across the state will vote this month on whether to add a Rural Schools Caucus.

OSBA would help with strategic training to promote the next generation of rural board leadership.

One member of the caucus would sit on the OSBA board. The Leadership Assembly of nine members will meet in January. Nominations are considered in December for Region 6.

Rose Wilde Board Member Report December 2023

OSBA Conference - Sessions attended

PreConference - **Balanced Governance by Thomas Alsbury** - Research shows that board behaviors impact student achievement and community support. Conflict and political turnover on boards tends to lead to superintendent turnover and declines in student achievement. Most interesting was the impact of board member identities and professions. Boards with greater racial and other identity based diversity were more likely to prioritize student safety, opportunity gaps, teacher quality, community engagement, and improved curricula. Diversity of profession on school boards (business, educator, white collar/office professional, blue collar/skilled labor) was associated with greater student achievement. Boards should spend the most time talking about issues related to student outcomes. The Balanced Governance model, which was similar to the Collaborative Governance model presented to OSBA a few years ago, suggests board members take an active role engaging with the superintendent, but to avoid becoming a micromanaging board. For example, board members can and should help raise money and build community support for improvements in our facilities, we can be connectors and bridges from communities where we have connection back into the school district.

Anti-Racist Policy Development - Discussed policies that advanced racial equity and how progress is often followed by a retrenchment into old exclusionary and racist ways - for example, red lining practices in mortgage determinations prevented Black people from buying homes and accumulating wealth. In education, despite laws and Supreme Court decisions that prohibit segregation and discrimination, data continues to show that not all kids get the same benefits from education. Suggested these steps to improve racial equity policy development:

- Commit to self-student and real-life exposure to understand the realities for communities who are ignored or trivialized
- Support, participate in, and make professional learning about equity and inclusion accessible, available, and normal in your organization
- Operationalize your organizational racial equity lens tool/protocol

Tapping Stakeholder Passions in Facility Planning- new CTE building design process at David Douglas High School - Walked through a design process that included 5 steps/phases

- 1) Defining the audience (the stakeholders in the facility design - students, parents, educators, industry, specific demographic subgroups, etc.) and establishing multiple ways to give input (affinity groups, surveys, dialogue sessions, focus groups, etc.)
- 2) Inquiry - Asking, what do you need to be successful in school? What are the barriers to you and your family? Looking at pictures and examples and asking what messages those spaces send.
- 3) Analysis and identification of the “North stars” - a few key guiding principles the express the aspirations of the audience for the new space, such as “the building should foster relationship and make connections”

- 4) Develop more detailed implications of each North Star - taking the aspirational statement and making it concrete, like "Spaces motivate and inspire pride in students' lived experiences, cultures, identities, and accomplishments"
- 5) Accountability - engaging the key stakeholders in evaluating the design choices against the implications developed in step 4 and making decisions with real implications, to match the project to the budget.

Oregon's Early Literacy Framework - discussed the resources coming to support school districts in applying for and implementation of the early literacy framework. Grants will be awarded in 2, 2 year cycles and require a match. Board approval of final plans is required by February 28th. Allowed uses include literacy coaching and PD, extended learning for students, high dose tutoring, hiring literacy coaches or interventionists, adoption and implementation of curricula. May target one specific school, does not need to be spread across whole district. (\$90 million for this grant statewide.)

Regional Roundtable discussion - discussed accountability and statewide bargaining/salary schedule. Both are expected to come up in 2025 legislative session and have current working groups in Salem.

Taking it Up: Building the Will, Skill, and Knowledge to interrupt Racial Inequities in Oregon's Schools from Coaching for Educational Equity Collaborative (CFEE)

Attended 2 full day session with more than 50 other educators and community partners. Sitting in racial affinity groups seemed to encourage more honest and painful sharing. Used the Dyad method for emotional expression. Made a timeline showing Oregon's racial equity/inequity history which was extremely sad to take in. It was very useful to practice interrupting racist behaviors and to use the handout with suggested phrases to use when interrupting.

Decolonization 101 will be offered again on January 23rd from 11am-2:30pm. Register at <https://liveoaknative.com/trainings/>