SEASIDE SCHOOL DISTRICT 10

2600 Spruce Drive, Suite 100, Seaside, Oregon 97138

2025-2026 Board of Directors
Board Chair: Shannon Swedenborg
Board Vice-Chair: Katherine Davidson
Board Members: Sondra Gomez, Jason Haag, Chuck Mattocks, Coral Sadler and Brian Taylor
Superintendent: Jeff Roberts

Regular Meeting

Tuesday, October 20, 2026 at 6:00 PM
Location: Secondary School Library AND Virtual
2600 Spruce Drive, Suite 200
Seaside, OR 97138

Meetings may be held in-person only, virtual only, or most commonly, in-person with an option to join virtually. Please check the location above for the specifics of this meeting. Information regarding virtual meeting access is available on our website Meetings page - https://www.seaside.k12.or.us/meetings.

An opportunity for public comment may be included in meeting agendas. When public comment is included in the agenda, those wishing to speak before the Board will have the opportunity to do so during the designated Public Comment time(s). Speakers may offer objective criticism of school operations and programs; however, the law prohibits the Board from hearing complaints regarding any personally identifiable District staff member. The Board asks anyone wishing to communicate a complaint of this nature to follow the process in Board policy KL: Public Complaints.

Persons having requests for special needs and accommodations should contact the School District office at 2600 Spruce Drive, Suite 100, Seaside, OR 97138, 503-738-5591. Speech/hearing impaired individuals may reach the Oregon Relay Service by dialing 711. Requests should be made 48 hours in advance of the event.

1. **CALL TO ORDER**
   Speaker(s): Board Chair
   1.1. Acknowledgement of Board Members Present
   1.2. Pledge of Allegiance
2. **AGENDA APPROVAL**
   2.1. Additional Items for Consent Agenda:
   - Approve HS Boys Basketball Assistant Coach - Gavin Rich
   - Ratify Resignation of High School Teacher - Matt Klosterman

   Description: *This area will be held to show any additional items added to the agenda after the meeting was published.*
   Attachments:
   Rich, Gavin - Boys BX 6
   Klosterman, Matt_Resignation 7
3. **REPORTS**
   3.1. STUDENT BUSINESS

Speaker(s): Student Representative Ella Crater
Description: *This standing agenda item is for monthly reports from the SSD Student Reps. to the Board and for other requests/reports from students.*
Attachments:
Student Report (2) 8

3.2. SUPERINTENDENT'S REPORT
Speaker(s): Jeff Roberts
Description: *This standing agenda item is for the Board to receive a monthly report from the Superintendent.*

3.3. BUSINESS & FISCAL SERVICES REPORT
Speaker(s): Jeff Roberts
Description: *Description: This standing agenda item is for the Board to receive the monthly financial report from the Business Manager and other information relating to that department.*

3.3.1. Payroll Report

3.3.2. Revenue & Expenditure by Function
Attachments:
September 2026 Function 14

3.3.3. Revenue & Expenditure by Object
Attachments:
September 2026 Object 15

3.4. ENROLLMENT REPORT
Speaker(s): Jeff Roberts
Attachments:
Enrollment Report October 2026 16

3.5. DIVISION 22 STANDARDS REPORT
Speaker(s): Jeff Roberts
Attachments:
SSD 10 Div 22 Compliance -- SY 25-26 (English) 18
SSD Div 22 Board Presentation October 2026.pptx 26

4. **PUBLIC COMMENT**
Description: *The meeting will now be opened to receive public comment. We value the time and initiative members of the public take to share their thoughts with the Board. The Board's role during public comment is not to immediately respond, but to listen. If follow up is necessary, we will direct our Superintendent to do so. Remember that we are all role models for our students, please share your thoughts respectfully. Should any public comment include complaints regarding a personally identifiable staff member, the Board Chair will direct the speaker to the proper administrative process found in Board policy KL: Public Complaints. Speakers will have three minutes to express their thoughts.*

5. **CONSENT AGENDA - Action**
Description: *To make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. If discussion is desired, any item placed on the Consent Agenda may be removed to Action items, at the request of any board member, before a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.*

5.1. Approve the minutes of the September 15, 2026 Work Session of the School Board
Attachments:
Seaside SD 09-15-2026 Work Session Meeting Minutes 52

5.2. Approve the minutes of the September 15, 2026 Regular Meeting of the School Board
Attachments:

Seaside SD 09-15-2026 SB Meeting Minutes 54

5.3. Approve the minutes of the September 29, 2026 Work Session of the School Board
Attachments:
Seaside SD 09-29-2026 Work Session Meeting Minutes 60

5.4. Ratify Retirement of Joel Dierickx_January 1, 2027
Attachments:
Dierickx, Joel_Retirement 62

5.5. Approve re-hire of Joel Dierickx for remainder of 2026-2027 school year
Attachments:
Dierickx, Joel_Recommendation to Hire Temp 63

5.6. Approve Extended Duty position for Julie Morrill - Building Coordinator at Pacific Ridge Elementary
Attachments:
Morrill, Julie - Building Coordinator 64

5.7. Approve revision to Extended Duty for Christina Young - from 0.5 Teacher Mentor to 1.0 Teacher Mentor
Attachments:
Young, Christina_Revision_Teacher Mentor 65

5.8. Ratify resignation of Rafael Sibony - MS Boys Basketball Coach
Attachments:
Sibony, Rafael_Resignation MS BX 66

5.9. Approve MS Boys Basketball Extended Duty - Corona and Stinson
Attachments:
Extended Duty_Corona_Stinson 67

5.10. Approve Correction for Extended Duty Hire - Chris Avery, MS **BOYS** Wrestling Assistant Coach
Attachments:
Correction_Avery_MS BOYS Wrestling 68

5.11. Approve HS Coaching Hires - Blackford/Swimming and Yokoyama/Strength & Conditioning
Attachments:
HS Coachin_Blackford_Yokoyama 69

5.12. Approve MS Coaching Hire - Hailey Smith/Girls Wrestling Assistant Coach
Attachments:
MS Coaching_Hailey Smith 70

5.13. Approve Revised Job Description - Human Resources Generalist
Attachments:
DRAFT Human Resources Generalist 71

5.14. Approve revised Job Description - Business Manager
Attachments:
DRAFT Business Manager 75

5.15. Ratify Business Manager Employment Contract
Attachments:
Justine Hill Contract 2026-2027 79

6. **ACTION ITEMS**

6.1. Superintendent Evaluation - Feedback Survey
Speaker(s): Shannon Swedenborg

6.2. Oregon School Board Association (OSBA) Elections
Attachments:
EX20261001-Resolution-2026-Bylaws-Amendments-FINAL 3 82

EX20261005OSBA-Governance-Change-Summary-FINAL 100

7. **BOARD REFLECTIONS/ANNOUNCEMENTS/GOOD OF THE ORDER**

Description: *This standing agenda item allows the Board to reflect upon statements made during public comment or topics covered and to share announcements or reports of their board-related activities.*

7.1. Budget Committee Vacancy Announcement

7.2. Reminder - OSBA Fall Regional Meeting, October 22 in Astoria

7.3. Goals Work Check-In

8. **INFORMATION ONLY**

8.1. School Reports

Attachments:

CBA Director's Report 10_26 113
Seaside Secondary School Board Report October 116
PRE Monthly Report - Oct 2026 122

8.2. Union Group Reports

Attachments:

OSEA Monthly Report_Oct 2026 125
SEA monthly Report_Oct 2026 126

8.3. Classified Employment Actions

Hires:

- Christopher Ledesma - Custodian
- Code Jones - Custorian
- Donna Ruby - Custodian
- David Ham - Substitute Bus Driver
- Brandyn Shoemaker - Middle School Educational Assistant/SPED
- Melinda Chadderton - After School Care Leader
- Jennifer Bromley - After School Care Leader

8.4. Resignations:

- Jessica Gardner - Middle School Educational Assistant/SPED
- Carson Schulte - Custodian

8.5. Retirements:

- Beth Beatty - Elementary Educational Assistant/SPED (Jan 1)

8.6. Changes:

- Igor Silaev - to Bus Driver, from Substitute Driver
- Jerry Herrington - to Bus Driver, from Substitute Driver
- Brian Massey - to Bus Driver Trainer, from Bus Driver
- Ashley Graffius - to Graduation Supprot Specialist, from Secondary Educational Assistant/SPED

8.7. Other Employment Actions:

- Business Manager - Justine Hill
- Staff Wellness Coordinator 2026-2027 - Jennifer Gooch

9. **EXECUTIVE SESSION**

Description:
The Board will now recess the regular session to meet in executive session, held pursuant to:

- *ORS 192.660(2)(B) - To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting, and*
- *ORS 192.660(2)(f) - To consider records exempt by law from public inspection.*

Representatives of the news media are allowed to attend. All other members of the audience will be moved to the ZOOM waiting room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No final decision may be made in executive session. At the end of the executive session, the Board will return to the open session and any waiting participants will be re-admitted to the meeting.

10. **ADDITIONAL ACTION ITEMS**
    Description: *This item is held for any action items that may result from the Executive Session.*
11. **ADJOURN**

SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL
GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

October 19th, 2026

Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Dr. Suite 100
Seaside, OR 97138

Dear Supt. Roberts:

I would like to recommend the following people for Seaside School district Athletic positions for the 2026-2027 school year.

Gavin Rich- HS Boys Basketball Assistant Coach

Sincerely,

Wendy Crozier
Principal

Chad Clouse
Athletic Director

Garvin, Leslie <lgarvin@seasidek12.org>

Fwd: Update on our conversation

1 message

Stephanie Wheatley <swheatley@seasidek12.org> Tue, Oct 20, 2026 at 11:56 AM
To: Leslie Garvin <lgarvin@seasidek12.org>

---------- Forwarded message ---------
From: **Crozier, Wendy** <wcrozier@seasidek12.org>
Date: Mon, Oct 19, 2026 at 8:57 AM
Subject: Fwd: Update on our conversation
To: Jeff Roberts <jroberts@seasidek12.org>, Stephanie Wheatley <swheatley@seasidek12.org>

Just an FYI - it looks like Matt is going to resign at the end of the term
---------- Forwarded message ---------
From: **Klosterman, Matthew** <mklosterman@seasidek12.org>
Date: Mon, Oct 19, 2026 at 8:51 AM
Subject: Update on our conversation
To: Wendy Crozier <wcrozier@seasidek12.org>

Hi Wendy,

Thank you again for listening and being empathetic last week. I really appreciate your understanding. I wanted to let you know that I think my best choice is to prioritize my own well being and finish my work at Seaside HS at the end of the term. Again, I apologize for any hardship my choice brings on you or my peers.

Best,
Matt Klosterman

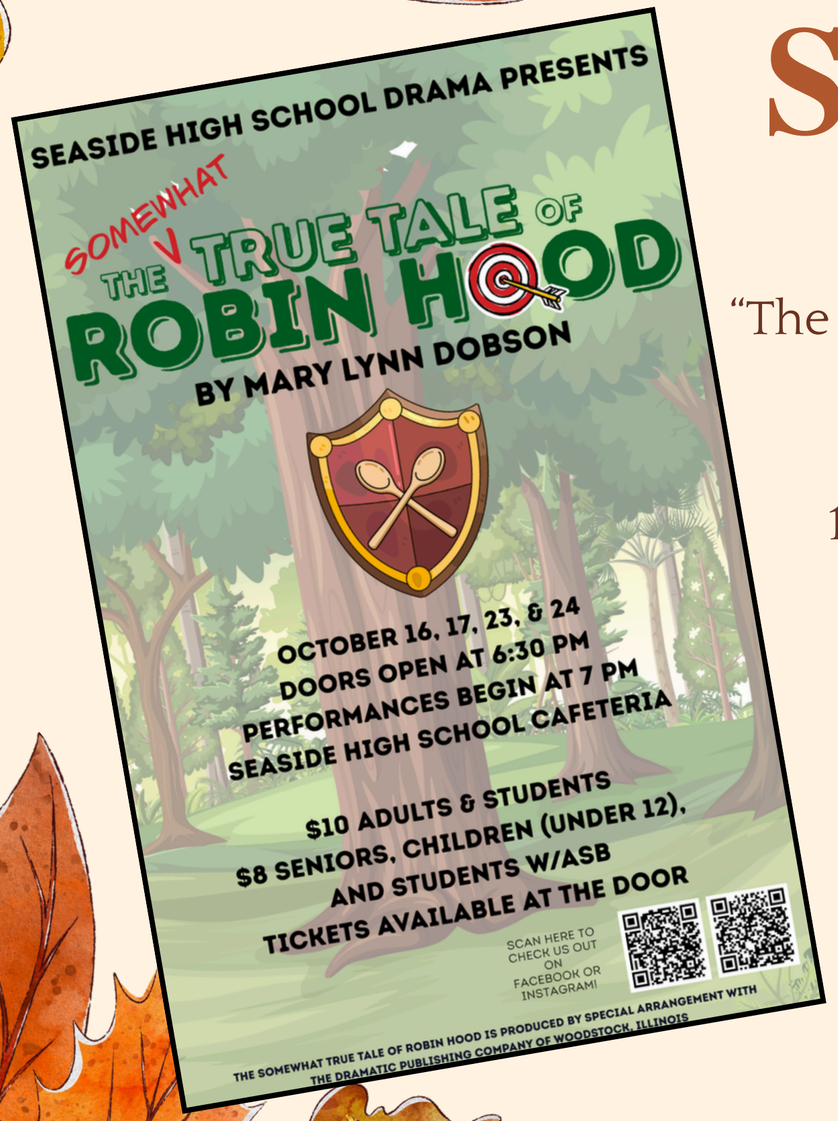
STUDENT REPORT

10/20/26 SSD Board Meeting

Ella Crater
Student School Board Representative



SHS Drama



Fall Play:

"The Somewhat True Tale of Robin Hood"

Upcoming Performances:

10/23 (Friday) & 10/24 (Saturday)





Assemblies!

NW Navy Band

- 10/25 for HS & MS
- From Sliverdale, WA
- Played Jazz & Blues to Nirvana!





Fall Sports (HS)

This Week



Football (Home) vs. Stayton 09/11/26

Tuesday (Today!)- 10/20

Volleyball @ Valley Catholic 6:15pm

Boys Soccer (Home) vs. Tillamook 7pm

Girls Soccer @ Tillamook 7pm

Wednesday- 10/21

Cross Country @ Tillamook (Alderbrook Golf Course) 4pm

Thursday- 10/22

Volleyball @ Astoria 6:15pm

Boys Soccer @ Valley Catholic 6:15pm

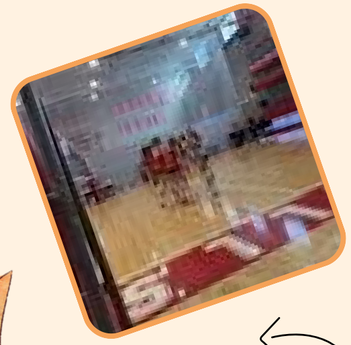
Girls Soccer (Home) vs. Valley Catholic 6pm

Friday- 10/23

Football @ Banks 7pm



XC @ Dallas Glow Run 10/10/26



Volleyball @ Seaside Tournament 10/10/26



3 Course Challenge XC 09/19/26

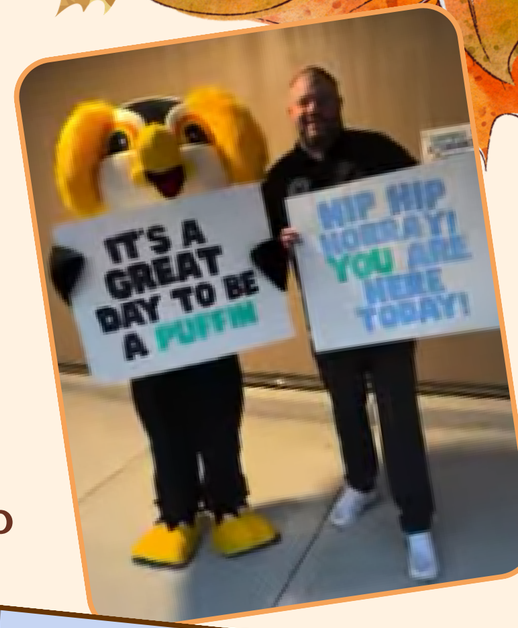
Other Amazing Things!

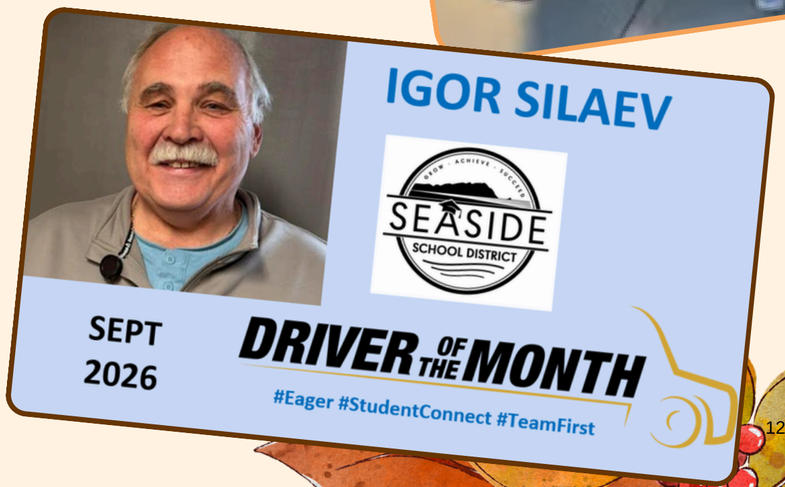




SMS XC Girls Team 1st @ League Meet!

- SHS Key Club & SMS Builders Club @ Community Fall Fun Fest 10/16
- Senior Research Papers Underway!
- FAFSA Workshop Yesterday! 10/19
- PSAT Testing 10/15 for 10th & 11th Grade
- Middle School Sports Wrapping Up! Congratulations to all SMS Fall Athletes!
- PRE Surprize Attendance Day
- SMS Attendance Celebrations
- SSD Driver of the Month- Igor Silaev





Happy Fall!



Thank You!

Seaside School District
Financial Report
2026-2027

For Period Ending September, 2026

General Fund - Revenue & Expenditures by Function Code

	Budget	Actual	Encumbrances	% Remaining	Variance
Revenue:					
Local Revenue	**$ 23,178,145**	**$ 103,779**	$ -	99.55%	$ (23,074,366)
Intermediate Revenue	**1,492,971**	**-**	-	100.00%	(1,492,971)
State Revenue	**300,000**	**154,759**	-	48.41%	(145,241)
Federal Revenue	**50,000**	**-**	-	0.00%	(50,000)
Transfers	**-**	**-**	-	0.00%	-
Beginning Fund Balance *	**6,500,000**	**-**	-	100.00%	(6,500,000)
Total Revenues	**$ 31,521,116**	**$ 258,538**	**$ -**	**99.18%**	**$ (31,262,578)**
Expenditures:					
1000- Instruction	**$ 15,009,600**	**$ 1,268,000**	**$ 13,330,520**	2.74%	$ 411,080
2000- Support Services	**10,827,816**	**2,347,751**	**6,988,941**	13.77%	1,491,124
5200- Transfers	**883,700**	**-**	**-**	100.00%	883,700
6100- Operating Contingency	**4,800,000**	**-**	**-**	100.00%	4,800,000
Total Expenditures	**$ 31,521,116**	**$ 3,615,751**	**$ 20,319,461**	**24.07%**	**$ 7,585,904**

*Pending audit completion

For Period Ending September, 2026

Special Revenue Funds - Revenue & Expenditures by Function Code

	Budget	Actual	Encumbrances	% Remaining	Variance
Revenue:					
Local Revenue	**$ 1,158,888**	**$ 32,321**	$ -	97.21%	$ (1,126,567)
State Revenue	**2,868,325**	**1,633,195**	-	43.06%	(1,235,130)
Federal Revenue	**1,617,612**	**-**	-	100.00%	(1,617,612)
Interfund Transfers	**241,000**	**-**	-	100.00%	(241,000)
Sale of Fixed Assets	**-**	**-**		0.00%	-
Beginning Fund Balance *	**566,157**	**-**	-	100.00%	(566,157)
Total Revenues	**$ 6,451,982**	**$ 1,665,516**	**$ -**	**74.19%**	**$ (4,786,466)**
Expenditures:					
1000- Instruction	**$ 3,261,889**	**$ 313,882**	**$ 2,137,581**	24.85%	$ 810,426
2000- Support Services	**1,580,446**	**119,620**	**796,753**	42.02%	664,073
3000- Community Services	**1,475,373**	**124,567**	**1,118,317**	15.76%	232,489
4000- Facilities Acquisition & Const	**-**	**-**	**-**	0.00%	-
5100- Debt Services	**27,540**	**4,590**	**22,950**	0.00%	-
7000- Reserved for Next Yr	**106,734**	**-**	**-**	0.00%	106,734
Total Expenditures	**$ 6,451,982**	**$ 562,659**	**$ 4,075,601**	**28.11%**	**$ 1,813,722**

*Pending audit completion

Seaside School District
Financial Report
2026-2027

For Period Ending September, 2026

General Fund - Revenue & Expenditures by Object Code

		Budget	Actual	Encumbrances	Variance
Revenue:					
1111	Current Taxes	**$ 19,914,500**	**$ -**	$ -	$ (19,914,500)
1112	Prior Taxes	**612,745**	**57,018**	-	(555,727)
1114	PILOT (Payment In Lieu Of Taxes)	**20,000**	**-**	-	(20,000)
1121	Current Local Taxes	**2,195,600**	**-**		(2,195,600)
1122	Prior Local Taxes	**58,900**	**6,528**		(52,372)
1190	Interest on Taxes	**-**	**-**	-	-
1411	Transportation Fees/Other	**-**	**-**	-	-
1510	Interest	**250,000**	**21,731**	-	(228,269)
1740	Student Fees	**5,900**	**-**	-	(5,900)
1910	Rentals	**20,500**	**786**		(19,714)
1920	Contributions & Donations	**-**	**-**	-	-
1940	Services Provided To Others	**-**	**-**	-	-
1960	Recovery of Expenditures	**-**	**-**	-	-
1990	Miscellaneous Revenue	**100,000**	**17,716**	-	(82,284)
1991	E-Rate Reimbursement	**-**	**-**	-	-
	Total Local Revenue	**23,178,145**	**103,779**	**-**	**(23,074,366)**
2101	County School Fund	**1,392,971**	**-**	-	(1,392,971)
2102	General Education Service District	**100,000**	**-**		(100,000)
2199	Other Intermediate Sources	**-**	**-**	-	-
	Total Intermediate Revenue	**1,492,971**	**-**	**-**	**(1,492,971)**
3101	State School Fund Grant	**-**	**154,759**	-	154,759
3103	Common School Fund	**200,000**	**-**	-	(200,000)
3104	State Timber Revenue	**100,000**	**-**	-	(100,000)
3199	Unrestricted Revenue	**-**	**-**	-	-
3204	Driver Education	**-**	**-**	-	-
3299	Other Restricted Grants in Aid	**-**	**-**	-	-
	Total State Revenue	**300,000**	**154,759**	-	(145,241)
4300/4500	Federal Revenue	**50,000**	**-**	-	(50,000)
4801	Federal Forest Fees	**-**	**-**	-	-
	Total Federal Revenue	**50,000**	**-**	-	(50,000)
			-		
5200	Interfund	**-**	**-**	-	-
5300	Other Sources	**-**	**-**	-	-
5400	Beginning Fund Balance *	**6,500,000**	**-**	-	(6,500,000)
	Total Other Sources	**6,500,000**	**-**	**-**	**(6,500,000)**
	Total Revenues	**$ 31,521,116**	**$ 258,538**	**$ -**	**$ (31,262,578)**
Expenditures:					
	100 - Salaries	**$ 14,664,608**	**$ 1,813,909**	**$ 12,034,539**	$ 816,160
	200 - Benefits	**7,292,570**	**1,049,232**	**6,971,872**	(728,534)
	300 - Purchased Services	**1,958,867**	**149,598**	**970,165**	839,104
	400 - Supplies & Materials	**1,191,500**	**97,483**	**342,072**	751,945
	500 - Capital Outlay	**-**	**-**	**-**	-
	600 - Other Objects	**729,871**	**505,529**	**813**	223,529
	700 - Transfers	**883,700**	**-**	**-**	883,700
	800 - Operating Contingency	**4,800,000**	**-**	**-**	4,800,000
	800 - Unappropriated EFB	**-**	**-**	**-**	-
	Total Expenditures	**$ 31,521,116**	**$ 3,615,751**	**$ 20,319,461**	**$ 7,585,904**

*Pending audit completion

For Period Ending September, 2026

Special Revenue Funds - Revenue & Expenditures by Object Code

		Budget	Actual	Encumbrances	Variance
Revenue:					
	Local Revenue	**$ 1,149,540**	**$ 32,321**	$ -	$ (1,117,219)
	Intermediate Revenue	**9,348**	**-**		$ (9,348)
	State Revenue	**2,868,325**	**1,633,195**	-	(1,235,130)
	Federal Revenue	**1,617,612**	**-**	-	(1,617,612)
	Interfund Transfers	**241,000**	**-**	-	(241,000)
	Sale of Fixed Assets	**-**	**-**	-	$ -
	Beginning Fund Balance *	**566,157**	**-**	-	(566,157)
	Total Revenues	**$ 6,451,982**	**$ 1,665,516**	**$ -**	**$ (4,786,466)**
Expenditures:					
	100 - Salaries	**$ 2,586,022**	**$ 337,768**	**$ 2,235,000**	$ 13,254
	200 - Benefits	**1,298,638**	**175,678**	**1,312,420**	(189,460)
	300 - Purchased Services	**414,328**	**692**	**37,378**	376,258
	400 - Supplies & Materials	**1,734,720**	**31,959**	**211,506**	1,491,255
	500 & 600 - Capital & Other Objects	**311,540**	**16,562**	**279,297**	15,681
	700 - Transits	**-**	**-**	**-**	-
	800 - Reserved for Next Yr	**106,734**	**-**	**-**	106,734
	Total Expenditures	**$ 6,451,982**	**$ 562,659**	**$ 4,075,601**	**$ 1,813,722**

*Pending audit completion

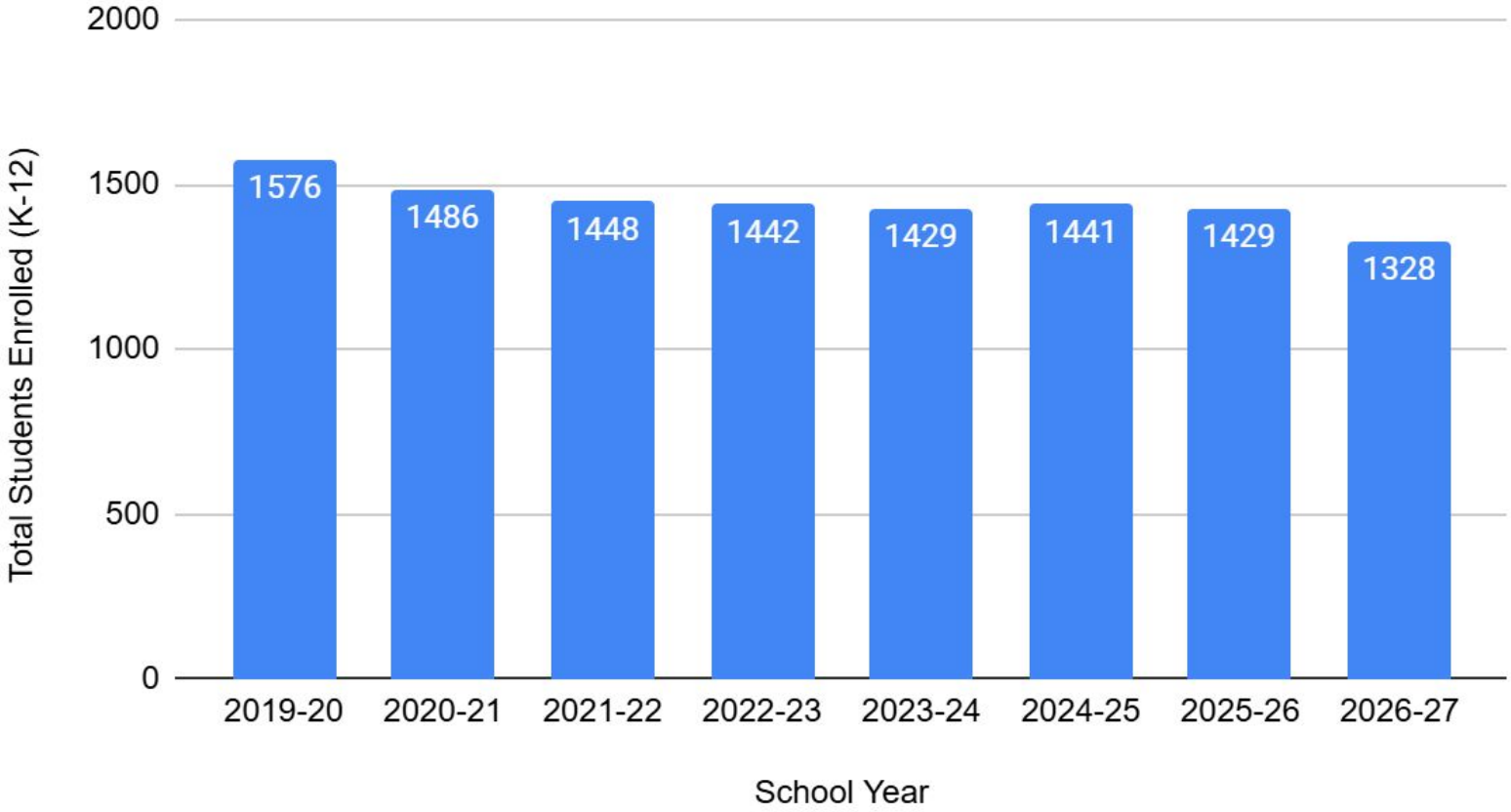
SEASIDE SCHOOL DISTRICT 10
Enrollment - 10/01/2026

	Pacific Ridge Elementary	Seaside Middle	Seaside High	TOTAL	CB Academy	TOTAL w/ CBA
PreK*	33			33		33
Kindergarten	63			63	6	69
1st Grade	80			80	6	86
2nd Grade	77			77	7	84
3rd Grade	86			86	3	89
4th Grade	102			102	9	111
5th Grade	98			98	5	103
6th Grade		108		108		108
7th Grade		102		102		102
8th Grade		114		114		114
9th Grade			107	107		107
10th Grade			114	114		114
11th Grade			121	121		121
12th Grade			119	119		119
GR			0	0		0
TR			1	1		1
TOTAL	539	324	462	1325	36	1361

Pacific Ridge Elementary	Avg Class Size
PreK - 2 classes	16.5
Kinder - 5 classes	12.6
1st Grade - 5 classes	16
2nd Grade - 5 classes	15.4
3rd Grade - 5 classes	17.2
4th Grade - 5 classes	20.4
5th Grade - 4 classes	24.5

*PreK numbers are not reported to ODE (Total w/out PreK = 1328)

Total Students Enrolled (K-12) per School Year (October 1)



Seaside School District #10
Report on Compliance with Public School Standards
2025-26 School Year

By November 1 of each year, school district superintendents are required by OAR 581-022-2305: District Assurances of Compliance with Public School Standards to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of Seaside School District's compliance with each of the requirements of Oregon's administrative rules found in DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS during the 2025-26 school year. For each rule reported as out of compliance, Seaside School District has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2027-28 school year.

What are the requirements of the standards? For a general overview of what each rule/standard requires, consult this high-level Rules at a Glance summary. For specific, comprehensive requirements, use the links below for each individual rule.

Category: High-Quality Learning Experiences for All Students

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2000 Diploma Requirements	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2010 Modified Diploma	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2015 Extended Diploma	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2020 Certificate of Attendance	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2050 Human Sexuality Education	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2055 Career Education	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Elementary Grades	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Middle Grades	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2340 Media Programs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2350 Independent Adoptions of Instructional Materials	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2355 Instructional Materials Adoption	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2440 Teacher Training Related to Dyslexia	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2500 Programs and Services for TAG Students-	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
Sections (1) and (2) TAG Plan Requirements			
581-022-2500 Programs and Services for TAG Students – **Sections (3) and (4): Instruction Requirements**	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2505 Alternative Education Programs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Aligned and Focused Educational Systems

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2025 Credit Options	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2030 District Curriculum	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2060 Comprehensive School Counseling	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2100 Administration of State Assessments	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2110 Exception of Students with Disabilities from State Assessments	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2115 Assessment of Essential Skills: Diploma Requirements	**Waived through the end of 2027-28 school year**	Not applicable	Not applicable
581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2120 Essential Skill Assessments for English Language Learners	**Waived through the end of 2027-28 school year**	Not applicable	Not applicable
581-022-2250 District Improvement Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2260 Records and Reports	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2265 Report on PE Data	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2300 Standardization	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2305 District Assurances of Compliance with Public School Standards	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2315 Special Education for Children with Disabilities	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2320 Required Instructional Time	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2323 Preserving Student Instructional Time	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2335 Daily Class Size	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2400 Personnel	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Engaged Partners and Communities

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2005 Veterans Diploma	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2255 School and District Performance Report Criteria	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2270 Individual Student Assessment, Recordkeeping and Reporting	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2307 Educational Equity Advisory Committees	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2330 Rights of Parents of TAG Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2370 Complaint Procedures	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Safe & Inclusive Schools

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2045 Substance Use Prevention and Intervention Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2205 Policies on Reporting of Child Abuse	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2210 Anabolic Steroids and Performance Enhancing Substances	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2215 Safety of School Sports – Concussions	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2220 Health Services	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2223 Healthy and Safe Schools Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2225 Emergency Plans and Safety Programs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2230 Asbestos Management Plans	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2267 Annual Report on Restraint and Seclusion	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2308 Agreements Entered Into with Voluntary Organizations	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2310 Equal Education Opportunities	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2312 Every Student Belongs	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2345 Auxiliary Services	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers,	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
Administrators, Personnel Specialists, School Nurses			
581-022-2510 Suicide Prevention Plan	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2515 Menstrual Dignity for Students	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

Category: Committed and Supportive Staff

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2405 Personnel Policies	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2410 Teacher and Administrator Evaluation and Support	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2415 Core Teaching Standards	**In compliance**	The district has met all of the requirements for this rule.	Not applicable
581-022-2420 Educational Leadership - Administrator Standards	**In compliance**	The district has met all of the requirements for this rule.	Not applicable

OREGON
DEPARTMENT OF
EDUCATION

Division 22 Standards Assurances for the 2025-26 School Year

October 20, 2026

Jeff Roberts, Superintendent

Overview

What are the Division 22 Standards?



- Standards for Public Elementary and Secondary Schools: all Oregon administrative rules (OARs) set out in Chapter 581, Division 22.

  Example: 581 - 022 - 0102 Definitions
  Chp. Div. Rule Title

- The standards that the Oregon legislature or the State Board has determined must be met in order to be a standard school district.

- Compliance with these rules ensures a baseline level of service across the state.

Division 22 Rule Categories

Division 22 standards include 60 rules.

1. High-quality learning experiences
2. Aligned & focused educational systems
3. Engaged partners & communities
4. Safe & inclusive schools
5. Committed & supported staff

Priorities for
STUDENT SUCCESS



29

Oregon's Reimagined Accountability Framework (pg. 3):

Snapshot: Division 22 Rules



What are the requirements for each of the rules?

Consult the following resources for information:

Resource	Description
ODE's Rules at a Glance Summary	Provides a high-level summary of each rule
Secretary of State's Oregon Administrative Rules Database	Consult the text of the OAR for all of the specific details
ODE's Division 22 Standards Newsletter	Biannual publication that highlights new/revised rules, clarifies existing rules; provides insights on how the standards intersect with current issues and trends in K-12 education, as well as resources and promising practices

What are the Division 22 Standards Assurances?

Combined Accountability Model

Districts report annually on compliance with each of the standards and include an explanation and corrective action plan for any rule with which the district is out of compliance.

Local Accountability

Districts must:

- report to their local school board by Nov 1
- make a report available on the district website by Nov 1



State Accountability

- Districts must submit assurances to ODE by Nov 15
- ODE reviews all submissions and follows up with districts that have self-reported as being out of compliance



Division 22 Standards & Assurances of Compliance "The Why"

- Signals our commitment to providing a high-quality educational experience and equitable opportunities for all students.
- Division 22 standards articulate the floor of the education to be provided to students, not the ceiling.
- Assurances process offers an opportunity for districts not in compliance to reflect on areas in need of attention and receive technical assistance.



What happens if the district is out of compliance?



- ODE reviews the district's proposed corrective action plan and either approves or rejects it.
- If the plan is not approved as submitted, ODE contacts the district and provides technical assistance and support.
- Once the district has an approved plan in place, ODE specialists may continue to provide support, as needed.
- The corrective action must be complete by the beginning of the next school year.
- If a district fails to come back into compliance after an opportunity for corrective action, ODE may withhold a portion of the district's State School Fund monies.

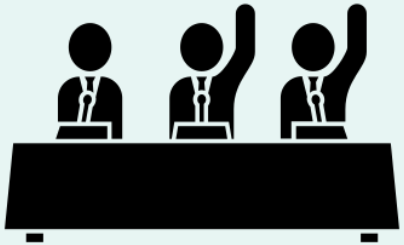
Report for the 2025-26 School Year

Division 22 Waivers for 2025-26

- 581-022-2115(3) Assessment of Essential Skills:
  - **Essential Skills Graduation Requirements** are waived for students graduating through the end of the 2027-28 school year.
  - Note: Local Performance Assessment requirement in Section (2) remains in effect.
- OAR 581-022-2120 Essential Skill Assessments for English Language Learners
  - This related policy requirement has also been waived through the end of the 2027-28 SY.



Rule Now in Effect for the 2025-26 SY



Educational Equity Advisory Committees

Requires that districts establish a committee composed of parents, employees, students and community members to be selected by the school board and superintendent. For school districts with an average daily membership (ADM) of less than 10,000, the school district is required to first convene an educational equity advisory committee by September 15, 2025.

Revisions as a Result of HB 2453



Educational Equity Advisory Committees

- Advisory Role: Committees now advise the superintendent, not the school board.
- Public Meeting Law: Committees are no longer subject to public meeting requirements.
- Membership Selection: The superintendent now selects committee members; board approval is no longer required.

Rule Revision in Effect for the 2025-26 SY



Administration of State Assessments

- Added SEED Survey as required OSAS component
- Added mention of ELPA Screener as required OSAS component (not a new requirement, just making the rule more complete)
- Added clarification that districts must abide by ODE decisions regarding student test records

New TAG Requirements



Identification of Academically Talented and Intellectually Gifted Students

New for 2025-26:

- Any person may recommend a student they know to be screened throughout the school year.
- A definition of “screen” has also been added to the rule.

Preserving Student Instructional Time



OAR 581-022-2323 Implements Executive Order 26-06

- Districts that reduced student instructional time levels during the 2025-2026 or 2026-2027 school years must submit to ODE either:
  - a plan to restore student instructional time by the 2027-2028 school year or
  - evidence of the district school board approving the decision to not restore student instructional time and a public posting of the justification for that decision
- A district may not reduce student instructional time during the 2026-2027 school year.

District Report on Compliance with Division 22 Standards

Include key points from your district's report regarding compliance and/or non-compliance on each of the standards.

Areas of Strength

Some districts start out by highlighting areas where progress has been made or where the district is exceeding the standard.

Corrective Action Implemented

If applicable, you may also want to highlight any corrective action that was in progress/completed during the 2025-26 school year.

OAR _____ Corrective Action Plan and Timeline

Include this slide as necessary to share any proposed corrective action for rules on which the district is reporting “Out of compliance” for the 2025-26 school year.

Looking Ahead: Compliance for the 2026-27 SY

New Requirements



Required Instructional Time

- EO 26-06 and OAR 581-022-2320 require districts to annually report the student instructional time provided during the previous school year.
- For 2025-26 this will be done through the Division 22 Assurance process.
- As a result of EO 26-06, **the State Board of Education may not grant waivers for the instructional time requirement** set forth in OAR 581-022-2320, except in the case of declared national or state disaster or public health emergency.

Revised Graduation Requirements for 2027



Diploma and Modified Diploma Requirements

Credit requirements for students graduating on or after January 1, 2027 include 0.5 credit in Personal Financial Education and 0.5 credit in Higher Education & Career Path Skills.

Revised Safety Requirements



Emergency Plans and Safety Programs

- Plans and drills required for procedures related to: Evacuate (fire drill), Lockdown, Secure, Shelter, Hold, and Earthquakes.
- Tsunami plans and drills required for schools in the inundation zone.
- School boards must consider an emergency alert system if not in use.

Revised Evaluation Requirements



Educational Leadership – Administrator Standards

Administrator standards have been updated to the Professional Standards for Educational Leadership, which are currently used by TSPC for administrator licensure. These standards have more specific, detailed language and a greater focus on key issues such as equity, talent development, leadership capacity, and instructional leadership.

Districts must align administrator evaluations to the updated standards by September 30, 2027.

Compliance for the 2026-27 SY

Include this slide to update the Board on any action the district has taken to meet the new requirements or recent changes in policy or practice that may take the district out of compliance with any of the Division 22 Standards during the current school year (2026-27).



51

SEASIDE SCHOOL DISTRICT 10

2600 Spruce Drive, Suite 100, Seaside, Oregon 97138

MINUTES

Work Session Meeting
Tuesday, September 15, 2026, 5:00 PM

Secondary School Library AND Virtual
2600 Spruce Drive, Suite 200
Seaside, OR 97138

Attendance Taken at 5:00 PM.

Katherine Davidson:	Present
Sondra Gomez:	Present
Jason Haag:	Present
Chuck Mattocks:	Present
Coral Sadler:	Present
Shannon Swedenborg:	Present
Brian Taylor:	Present

1. **CALL TO ORDER**
   Discussion: The meeting was called to order at 5:01 pm.

   1.1. Acknowledgement of Board Members Present
   Discussion: All members were present.

2. **AGENDA REVIEW**

3. **WORK SESSION**

   3.1. School Board Goals:

   - Performance Indicators
   - Timelines
   - Responsiblities
   - Expected Results

   Discussion: Chair Swedenborg noted that the Board Goals and Indicators were adopted at the last meeting. She explained that she and Superintendent Roberts have spoken about creating some timelines and action plans. Roberts reported that he created a draft Monitoring Plan that the Board has in their packet. He began review of the document.

   There was discussion about "Visibility at Events".

There was discussion about "Identify and prioritize groups for increased engagement..." The Local Option Levy was discussed as a focus for this indicator. Roberts committed to members that he will provide them with information to support and equip them to discuss the levy.

There was discussion about initiating a capital reserve study. Member Jason Haag spoke about having raised this issue before and said he would like to see a work session around this.

There was discussion about Seaside Education Foundation and having a Board Member(s) assigned as a liaison. Brian Taylor and Sondra Gomez agreed to continue sharing this role.

The group discussed Portrait of a Graduate.

There was discussion about the difference between Advisory Committees to the School Board and Advisory Committees to the Superintendent. Executive Assistant Leslie Garvin noted that Advisory Committees to the School Board must adhear to public meetings guidelines.

Members agreed that the Monitoring Plan looks good and will be used as a guide to stay on track with Board goals.

Attachments:
Seaside Board Goals and Draft Monitoring Plan (26-27)
2026-2027 School Board Adopted Goals

3.2. Superintendent Goals

Discussion: Roberts reviewed his proposed goals.

Haag said that he would like to see regular reports at Board meetings, until the payroll issues are resolved. The indicator for reporting about payroll was slightly revised to be more specific about reporting at monthly Board meetings.

Attachments:
JR Supt Goals 26-27

3.3. Board Superintendent Working Agreement

Discussion: Roberts reported that the sample working agreement in the meeting materials was provided to him by the mentor he has been paired with through COSA. Discussion ensued, including about the term 'Leadership Team', as it generally refers to the administrative leadership team; it was determined that for this document it is fine. As the meeting was coming to an end, this subject was tabled.

Attachments:
Current SSD Board Superintendent Working Agreement
Sample Superintendent Board Working Agreement

4. **ADJOURN**

Discussion: The meeting was adjourned at 5:58 pm.

SEASIDE SCHOOL DISTRICT 10

2600 Spruce Drive, Suite 100, Seaside, Oregon 97138

MINUTES

Regular Meeting
Tuesday, September 15, 2026, 6:00 PM

Secondary School Library AND Virtual
2600 Spruce Drive, Suite 200
Seaside, OR 97138

Attendance Taken at 6:00 PM.

Katherine Davidson:	Present
Sondra Gomez:	Present
Jason Haag:	Present
Chuck Mattocks:	Present
Coral Sadler:	Present
Shannon Swedenborg:	Present
Brian Taylor:	Present

1. **CALL TO ORDER**
   Speaker(s): Board Chair
   Discussion: The meeting was called to order at 6:04 pm.

   1.1. Acknowledgement of Board Members Present
   Discussion: All members were present.

   1.2. Pledge of Allegiance

2. **AGENDA APPROVAL**
   Action(s):I move to amend the agenda to remove the Executive Session item. This motion, made by Brian Taylor and seconded by Coral Sadler, Carried.
   Voting Detail: Katherine Davidson: Yea, Sondra Gomez: Yea, Jason Haag: Yea, Chuck Mattocks: Yea, Coral Sadler: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea
   Voting Summary: Yea: 7, Nay: 0

   2.1. Additional Items
   Description: This area will be held to show any additional items added to the agenda after the meeting was published.
   Discussion: There were no additional items.

3. **REPORTS**

   3.1. STUDENT BUSINESS
   Speaker(s): Student Representative Ella Crater

Description: *This standing agenda item is for monthly reports from the SSD Student Reps. to the Board and for other requests/reports from students.*
Discussion: Ella Crater shared a student report presentation.
Attachments:
Student Report_Sept 2026

3.2. SUPERINTENDENT'S REPORT
Speaker(s): Jeff Roberts
Description: *This standing agenda item is for the Board to receive a monthly report from the Superintendent.*
Discussion: Superintendent Roberts reported about a fantastic start to the school year. He reported about the Pacific Ridge Elementary Open House, and the 'One Community, On School' event at Broadway Field, as well as baseline assessments beginning. He also noted that Business Manager Toni Vandershule has resigned from the District and thanked her for her service. He continued, explaining that a position will be posted and, in the interim, Northwest Regional ESD will be providing support services until someone is hired.

3.3. BUSINESS & FISCAL SERVICES REPORT
Speaker(s): Toni Vandershule
Description: *Description: This standing agenda item is for the Board to receive the monthly financial report from the Business Manager and other information relating to that department.*

3.3.1. Revenue & Expenditure by Function
Attachments:
August 2026 Board Report- Function

3.3.2. Revenue & Expenditure by Object
Attachments:
August 2026 Board Report- Object

3.4. STUDENT INVESTMENT ACCOUNT (SIA) REPORT
Discussion: Superintendent Roberts reported about the Student Investment Account. He reminded the Board that he reported about Senate Bill 141 in August. He noted that with SB 141, we are headed in a new direction. Roberts reported that longitudinal growth targets, as we have known them, are sunsetting. Roberts continued, reporting a positive trend in early literacy and significant growth in third grade reading. He also reported that a challenge has been around graduation trends; although we have invested in a transition counselor, and 9th grade success initiatives, we continue to work through challenges like interrupted schooling and English language proficiency.

4. **PUBLIC COMMENT**
Description: *The meeting will now be opened to receive public comment. We value the time and initiative members of the public take to share their thoughts with the Board. The Board's role during public comment is not to immediately respond, but to listen. If follow up is necessary, we will direct our Superintendent to do so. Remember that we are all role models for our students, please share your thoughts respectfully. Should any public comment include complaints regarding a personally identifiable staff member, the Board Chair will direct the speaker to the proper administrative process found in Board policy KL: Public Complaints. Speakers will have three minutes to express their thoughts.*
Discussion: Pualani Jacobsen, a student at the high school, introduced herself and thanked the Board. She explained that she is here for a class and it has been interesting.

5. **CONSENT AGENDA - Action**

Description: *To make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. If discussion is desired, any item placed on the Consent Agenda may be removed to Action items, at the request of any board member, before a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.*
Action(s):I move to approve the Consent Agenda as presented. This motion, made by Brian Taylor and seconded by Chuck Mattocks, Carried.
Voting Detail: Katherine Davidson: Yea, Sondra Gomez: Yea, Jason Haag: Yea, Chuck Mattocks: Yea, Coral Sadler: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea
Voting Summary: Yea: 7, Nay: 0

5.1. Approve Minutes of the August 18, 2026 Regular Meeting of the School Board
Attachments:
Seaside SD 08-18-2026 SB Meeting Minutes

5.2. Ratify Licensed Employment Actions:

- Employment - Bryan Scott - Temporary MS Health and Physical Education Teacher
- Resignation - James Nagel - MS Health and Physical Education Teacher (and HS Football - Asst. Coach)

Attachments:
Nagel Resignation Email
Scott, Bryan - Recommendation to Hire

5.3. Ratify Teacher Mentors Extended Duty
Attachments:
Teacher Mentor Extended Duty 26-27

5.4. Ratify Special Education Teachers Extended Duty.
Attachments:
SPED Teacher Extended Duty 26-27

5.5. Ratify Elementary Teacher Leaders Extended Duty.
Attachments:
Elementary Teacher Leaders 26-27

5.6. Ratify Extended Duty Assignments — High School and Middle School
Attachments:
MS and HS Extended Duty 26-27

5.7. Ratify Coaching & Extra Duty Employment Actions:

- High School:
    - Evan Yokoyama - HS Strength & Conditioning Coach (Fall)
    - Austin Wells - HS Strength & Conditioning Volunteer Coach
    - Shane Maher - HS Girls Basketball Volunteer Coach
    - Bryan Scott - HS Football Assistant Coach
    - Adam Israel - HS Football Assistant Coach (from Volunteer Coach)
    - Andrew Gooch - Robotics Coach

- Greg Dotson - Robotics Volunteer
- Dani Nelson - Robotics Volunteer

- Middle School:
  - Katie Ethridge - MS Volleyball Assistant Coach
  - Hailee Wawro - MS Volleyball Head Coach (from Assistant Coach)
  - Kierra Millhouse - MS Volleyball Assistant Coach
  - Sherry Wood - Yearbook
- Extra Duty (Misc) - Ashley Nelson

Attachments:
HS Coaching_Yokoyama_Wells
HS Coach_Maher
HS Coach_Scott
MS Volleyball 8-24-2026
Coaching_Israel
Coaching_Millhouse
Extra Duty_Nelson
Extended Duty_Robotics_MS Yearbook

5.8. POLICY - Second Reading and Adoption

- KNA - Immigration Enforcement on District Property (New - Adopt)

Description: These policy actions were recommended by the Oregon School Board Association (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They were brought to the Board in August for First Reading and are now presented for a Second Reading and action.
Attachments:
KNA G1

6. ACTION ITEMS

6.1. Continuation of Swim Co-Op with Warrenton HS

Action(s):I move to approve continuation of the Swim Co-Op with Warrenton High School. This motion, made by Brian Taylor and seconded by Sondra Gomez, Carried.
Voting Detail: Katherine Davidson: Yea, Sondra Gomez: Yea, Jason Haag: Yea, Chuck Mattocks: Yea, Coral Sadler: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea
Voting Summary: Yea: 7, Nay: 0
Discussion: Superintendent Roberts explained that for as long as he can remember, we have partnered with Warrenton High School so that Warrenton students can swim with Seaside, since they don't have a pool or team in Warrenton.
Attachments:
Swim Co-op Request

6.2. Superintendent Goals

Action(s):I move to appove the Superintendent goals as presented and modified. This motion, made by Coral Sadler and seconded by Chuck Mattocks, Carried.
Voting Detail: Katherine Davidson: Yea, Sondra Gomez: Yea, Jason Haag: Yea, Chuck Mattocks: Yea, Coral Sadler: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea
Voting Summary: Yea: 7, Nay: 0

Discussion: Chair Swedenborg noted that the Board has a slightly modified version of the Superintendent Goals that came out of the Work Session earlier this evening.
Attachments:
JR Supt Goals 26-27

7. **BOARD REFLECTIONS/ANNOUNCEMENTS/GOOD OF THE ORDER**
Description: *This standing agenda item allows the Board to reflect upon statements made during public comment or topics covered and to share announcements or reports of their board-related activities.*
Discussion: Member Taylor reported about the Community Baby Shower and gave a shout-out to staff for a great event, noting that he feels it was a very successful event. Member Gomez, who also attended the event, spoke about the SSD graduates who attended.

8. **INFORMATION ONLY**

8.1. School Reports
Attachments:
Seaside Secondary School Board Report Sept 2026
CBA Director's Report 9_26
PRE Monthly Report - Sept 2026

8.2. Union Group Reports
Attachments:
SEA monthly Report_Sept 26

8.3. Classified Employment Actions

- Employment:
  - Lauren Dale - Elementary Educational Assistant/SPED
  - Jennifer Bromley - Elementary Educational Assistant/SPED
  - Jaimine Garcia Corona - Elementary Educational Assistant/SPED
  - Olivia Castellano Kestler - Elementary Educational Assistant/PreK
- Resignations:
  - Elizabeth Bastasch - Elementary Educational Assistant
  - Kelly Smith - Elementary Educational Assistant/PreK
  - Tatyana Pokitko - Elementary Educational Assistant/SPED
  - Lynn Addis - Graduation Support Specialist
  - Alex Townsend- Custodian
  - Carson Schulte - Custodian
  - Steve Telfer - Substitute Van Driver
  - Jim Beal - Bus Driver
  - Nadine Subia - Bus Driver
- Transfers:
  - Joy Duff - to Elementary Educational Assistant/Title IA, from Educational Assistant/SPED
  - Jose Luis Yaker Rodriguez - to Head Custodian, from Custodian

8.4. POLICY - AR Updates

- KNA-AR(1) - Interactions with Immigration Enforcement
- KNA-AR(2) - Federal Immigration Enforcement Request Log

Description: These policy Administrative Regulation (AR) changes do not require School Board action; they are included for informational purposes. They have been recommended by the Oregon School Board Association (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They were presented for a first reading in August and will now be implemented.

Attachments:
KNA R 1 G1
KNA R 2 G1

9. **ADJOURN**

Discussion: The meeting was adjourned at 6:35 pm.

SEASIDE SCHOOL DISTRICT 10

2600 Spruce Drive, Suite 100, Seaside, Oregon 97138

MINUTES

Work Session Meeting — Virtual Only

Tuesday, September 29, 2026, 8:00 AM

Attendance Taken at 8:01 AM.

Katherine Davidson:	Present
Sondra Gomez:	Present
Jason Haag:	Absent
Chuck Mattocks:	Present
Coral Sadler:	Present
Shannon Swedenborg:	Present
Brian Taylor:	Present

Attendance Update Taken at 8:04 AM.

Jason Haag: Present

1. **CALL TO ORDER**
   Speaker(s): Board Chair
   Discussion: The meeting was called to order at 8:00 am.

   1.1. Acknowledgement of Board Members Present

2. **AGENDA APPROVAL**
   Action(s):I move to approve the agenda as presented. This motion, made by Sondra Gomez and seconded by Coral Sadler, Carried.
   Voting Detail: Katherine Davidson: Yea, Sondra Gomez: Yea, Jason Haag: Absent, Chuck Mattocks: Yea, Coral Sadler: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea
   Voting Summary: Yea: 6, Nay: 0, Absent: 1

3. **PENSION OBLIGATION BOND**
   - **Piper Sandler & Co. Presentation**
   - **Questions**
   - **Discussion**

   Speaker(s): David Williams, Managing Director, Piper Sandler & Co.
   Discussion: Superintendent Jeff Roberts introduced David Williams and Elaina Baucke from Piper Sandler. He explained that the District participated in a PERS side account that is close to sunsetting. Roberts

explained that moving forward, the District will need to consider whether to participate in another side account or not.

David Williams began a slide presentation.

Member Jason Haag asked about the change for the District in its State School Fund status. Williams noted that at this time, the District doesn't qualify for a pool fund, and would have to borrow independently.

Williams continued with the slide presentation.

At the conclusion of the slide presentation, Williams noted that if members have questions later, they should feel free to reach out.

Roberts spoke about the suggested November 13 deadline for a resolution. Williams confirmed that because the District would be independent (not in a pool), they don't need to meet this deadline.

Roberts spoke about the option to hire a financial advisor to guide this process and asked Williams if the District would qualify in a pool to hire someone? Williams spoke about a group of districts who want to pool and are looking at hiring an advisor. He did not think joining a group like this would result in any savings for the District.

Roberts spoke about having already done a good bit of the leg-work with Hawkins (bond counsel) to be ready if conditions look good. Willimas explained that once a resolution has been adopted by the Board, then the Superintendent has the authority to take action as they see fit, within the framework of the resolution.

Roberts spoke about working to acquiring additional information to help inform this decision. He explained that he would like as much information as possible before the Board takes action. He asked Board members to record and pass on to him any questions they may have while this information is fresh.

Attachments:
2027 PERS Bond Board Presentation - Seaside SD 2026-09-29

4. **ADJOURN**
Discussion: The meeting was adjourned at 9:10 am.

September 9, 2026

Seaside School District
Seaside, Oregon

Dear Superintendent and School Board Members,

I am writing to formally announce my retirement from Oregon PERS, effective January 1, 2027.

After careful consideration, I have decided that the time is right for me to begin the next chapter of my life. I am grateful for the many years I have had the opportunity to serve the students, families, staff, and community of the Seaside School District. It has been a privilege to be part of this school community and to contribute to the education and development of our students.

Although my retirement will become effective January 1, 2027, I would like to continue working with the district under my current employment contract through the end of the 2026–2027 school year. My intention is to fulfill the responsibilities and commitments of my current contract and provide continuity for my students, colleagues, and the district through the conclusion of the school year.

I believe this arrangement will allow me to formally begin my retirement while also ensuring that I can complete the school year and finish my responsibilities in a way that is beneficial to the students and the district.

I sincerely appreciate the support and opportunities I have received during my time with Seaside School District. I have many fond memories of my career here and am proud of the relationships I have built with students, colleagues, and members of the community.

Thank you for your understanding and consideration of my retirement and my desire to continue serving the district through the end of the 2026–2027 school year. I look forward to finishing the school year on a positive note and doing everything I can to ensure a smooth transition.

Sincerely,

Joel Dierickx

SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL
GROW, ACHIEVE, SUCCEED

WENDY CROZIER, PRINCIPAL
JASON BOYD, ASSOCIATE PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
SHELBY GAGNON, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

September 30th, 2026

Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Dr., Suite 100
Seaside, OR 97138

Dear Supt Roberts:

I would like to recommend that Joel Dierickx be rehired as the Seaside High School Art Teacher following his retirement in January, for the remainder of the 2026–27 school year.

Joel brings valuable experience, strong relationships with our students and staff, and a deep understanding of our school community and art program. Having him continue through the end of the school year would provide important consistency for students and allow us to maintain continuity within the program during the transition.

I believe rehiring Joel for the remainder of the school year is in the best interest of our students and our school, and I fully support moving forward with his rehire.

Sincerely,

Wendy Crozier
Secondary Principal

PACIFIC RIDGE ELEMENTARY SCHOOL
2000 SPRUCE DRIVE * SEASIDE, OR 97138
503-738-5161 *503-738-7303, fax

Strengthening community, inspiring possibility, ensuring opportunity.

September 16th, 2026

Mr. Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Drive, Suite 100
Seaside, OR 97138

Dear Mr. Roberts:

I would like to recommend the District hire Julie Morrill for the extra duty position of Building Coordinator – Elementary at Pacific Ridge Elementary School for the 2026-2027 school year. I am confident in her ability to continue to serve our school in this capacity.

Sincerely,

Juliann Wozniak

Principal

2600 Spruce Drive, Suite 100
Seaside, OR 97138
P: 503.738.5591
F: 503.738.3471

SEASIDE SCHOOL DISTRICT

GROW · ACHIEVE · SUCCEED

Pacific Ridge Elementary
Seaside Middle School
Seaside High School

September 29, 2026

Mr. Jeff Roberts, Superintendent
2600 Ste. 100
Seaside, OR 97102

Dear Mr. Roberts,

I recommend a revision to the Teacher Mentor stipend for Christina Young. I recommend we move Christina Young from a .5 mentor stipend to a 1.0 mentor stipend to fully support a second year teacher.

Thank you,

Cate Blakesley
Director of Curriculum and Instruction

2600 Spruce Drive, Suite 100
Seaside, OR 97138
P: 503.738.5591
F: 503.738.3471
www.seaside.k12.or.us

ADMINISTRATION
Jeff Roberts, Superintendent
Toni Vandershule, Business Manager
Cate Blakesley, Director of Curriculum & Instruction
Jenny Risner, Director of Special Services

SEASIDE SCHOOL DISTRICT

GROW · ACHIEVE · SUCCEED

Pacific Ridge Elementary
Seaside Middle School
Seaside High School

BOARD OF DIRECTORS
Shannon Swedenborg, Chair
Katherine Davidson, Vice-Chair
Sondra Gomez
Jason Haag
Chuck Mattocks
Coral Sadler
Brian Taylor

September 11, 2026

Rafael Sibony
33608 Beerman Creek Lane
Seaside, OR 97138

Dear Rafi,

Your resignation from a position as a Boys Basketball Head Coach at Seaside Middle School is accepted, effective immediately. Thank you for your service to the Seaside School District.

Sincerely,

Jeff Roberts
Superintendent

SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL
GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

October 12th, 2026

Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Dr. Suite 100
Seaside, OR 97138

Dear Supt. Roberts:

I would like to recommend the following people for Seaside School district Athletic positions for the 2026-2027 school year.

Uly Corona- MS Basketball Head Coach (Transfer from MS Boys Assistant Coach)
Satchel Stinson- MS Boys Basketball Assistant Coach

Sincerely,

Wendy Crozier
Principal

Chad Clouse
Athletic Director

SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL
GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

October 13th, 2026

Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Dr. Suite 100
Seaside, OR 97138

Dear Supt. Roberts:

An error occurred during the June School Board meeting when Chris Avery was recommended for the position of Middle School Girls Wrestling Assistant Coach. This letter is intended to correct that error and provide the accurate information below.

Chris Avery- MS Wrestling Boys assistant Coach

Sincerely,

Wendy Crozier
Principal

Chad Clouse
Athletic Director

SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL
GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

October 15th, 2026

Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Dr. Suite 100
Seaside, OR 97138

Dear Supt. Roberts:

I would like to recommend the following people for Seaside School district Athletic positions for the 2026-2027 school year.

Abigail Blackford- HS Swimming Assistant Coach
Evan Yokoyama- HS Strength and Conditioning Head Coach (Winter and Spring)

Sincerely,

Wendy Crozier
Principal

Chad Clouse
Athletic Director

SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL
GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

October 16th, 2026

Jeff Roberts, Superintendent
Seaside School District
2600 Spruce Dr. Suite 100
Seaside, OR 97138

Dear Supt. Roberts:

I would like to recommend the following people for Seaside School district Athletic positions for the 2026-2027 school year.

Hailey Smith- MS Girls Wrestling Assistant Coach

Sincerely,

Wendy Crozier
Principal

Chad Clouse
Athletic Director

Seaside School District
Job Description

Job Title: Human Resources Generalist
Reports To: Business Manager
FLSA Status: ~~Non-~~Exempt

JOB SUMMARY

The Human Resources Generalist provides full spectrum administrative support of all functions of the human resources department including matters of a confidential nature. Performs a variety of specialized human resources duties requiring the application of advanced knowledge of employment law, leave law, and HR best practice.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Essential duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.

1. Follow and maintains knowledge of all District policy (ies) and procedures.
2. Work independently, prioritizing tasks to meet deadlines while maintaining a high degree of accuracy and attention to detail.
3. Actively demonstrates high levels of employee engagement, accountability, coachability, and responsibility for personal performance and results.
4. Act as the point of contact for staff regarding insurance and benefits.
5. Submit required staff related ODE consolidated collection reports.
6. Assist in monitoring and updating district website content.
7. Maintain an accurate system for creation, verification, and distribution of District job postings and tracking of employment applications. Serves as District liaison for the electronic application system.
8. Process requests for verification of employment.
9. Process requests for salary advancement.
10. Support school district hiring processes, from position posting to on-boarding new employees and input of staff data into applicable systems.
11. Update and distribute human resources related procedures and policies.
12. Act as contact for the employee absence reporting system, supporting staff, communicating with schools, and providing support for the system.
13. Develop annual work calendars for all employees groups.
14. Represent the school District professionally at employment recruitment events.
15. Work closely with union leadership to support proper implementation of collective bargaining agreements and assist with employee relations.
16. Assist administration to support employees through the Americans with Disabilities Act (ADA) interactive process.
17. Work with Director of Human Resources and Superintendent to support investigations, employee discipline, terminations, and investigations.
18. Maintain open lines of communication with staff to facilitate the resolution of minor employee issues whenever possible.
19. Act as contact for staff leave, including FMLA, OFLA, PLO, ADA and collective bargaining agreement leave types to ensure all applicable leave laws and District policy are followed. Ensures proper documentation is maintained and filed.
20. Manage special projects as assigned by the Business Manager.
21. Research, create, input, format, organize and edit relevant data as needed or requested.
22. Complete designated job tasks, special projects, and all other duties as assigned to meet team, department and Seaside School District goals while working cooperatively, efficiently, and productively in a team environment.

23. Receive, interpret, and implement job-related instruction, guidance, coaching, and training while progressively improving skills and overall success in assigned duties.
24. Establish and maintain professional relationships with staff, supervisors, vendors, governmental and private agencies, and the public.
25. Maintain a thorough understanding of general purposes and goals of public education and a willingness to operate within District procedures, School Board policy, and state and federal laws and regulations.
26. Compile and prepare reports for administration or outside agencies while maintaining confidentiality.
27. Appropriately maintains and secures confidential records and inquiries.
28. Create and maintain electronic and physical filing system, including confidential files, in accordance with District policy and state/federal records retention requirements.
29. Provide information, prepare periodic reports, and maintain all necessary records as requested by the Administration, Department of Education, and the District's outside auditors.
30. Prepare materials, attend, and take minutes for meetings as needed.
31. Communicate and collaborate with District administrators and personnel, as well as with outside agencies, to assure timely sharing of information and response to inquiries.
32. Completes data entry work, using District programs, to input a high volume of data with speed and accuracy, including confidential data, in an environment with constant interruptions.
33. Maintain appropriate certifications and training hours as required.
34. Comply with applicable District, state, local and federal laws, rules and regulations.
35. Attends work regularly and is punctual.

MARGINAL DUTIES AND RESPONSIBILITIES

Marginal duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.

1. Attends in-service trainings as requested.
2. Attends staff meetings as requested.
3. Troubleshoots office machinery (copy, fax, postage meter etc.) coordinating maintenance and supply inventory.
4. Reports issues to authorities as necessary.

SUPERVISORY RESPONSIBILITIES

All school employees have some responsibility for supervising students and assisting in maintaining a safe environment.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Education and/or Experience:** Associate's degree (A.A.) or equivalent from two-year college or technical school or two years' related experience and/or training or equivalent combination of education and experience. Ability to rapidly and accurately enter and retrieve computerized data. Prior successful experience working in a human resources or accounting position, or school setting strongly preferred.
- **Interpersonal Skills:** Works well with others from diverse backgrounds. Focuses on solving conflict; maintaining confidentiality; listening to others without interrupting; keeping emotions under control; remaining open to others' ideas and contributing to building a positive team spirit. Demonstrated ability to multi-task and work with staff, students and parents. Impeccable integrity and ability to maintain confidences.

- **Language Skills:** Ability to communicate fluently in English both verbally and in writing. Ability to effectively present information and respond effectively to questions in one-on-one, small group situations to students and other school staff. Ability to verbally respond to common inquiries from students and staff. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals and governmental regulations. Ability to write routine reports and correspondence.
- **Mathematical Skills:** Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and draw and interpret bar graphs. Ability to apply concept such as fractions, percentages, ratios and proportions to practical situations.
- **Reasoning Ability:** Ability to apply and solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- **Computer Skills:** General knowledge of computer usage. Ability to proficiently use assigned programs and equipment as applicable to the essential duties of the position. Specialized training may be required.
- **Other Skills and Abilities:** Ability to appropriately communicate with staff, students, parents, vendors and community. Working knowledge of state and federal leave and labor laws, and experience with union work environments strongly preferred. Ability to meet timelines and exercise good judgment while working in a dynamic environment.
- **Certificates, Licenses, Registrations:** Certificates as determined by the District. Ability to obtain a valid CPR/First Aid card and valid Oregon Drivers License.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee is frequently required to sit, walk, use hands for fine manipulation, handle or feel and reach with hands and arms using a keyboard and video display terminal. The employee is occasionally required to stand and stoop, kneel or crouch. The employee must regularly lift and/or move up to 15 pounds and occasionally up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, ability to adjust focus and peripheral vision.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work environment is a standard office setting including standard office equipment (fax, copier, phone, computer, 10-key, etc.). The noise level in the work environment is usually low to moderate. The employee may be exposed to bloodborne pathogens.

OTHER

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

Board Approved: June 16, 2026, Revised October 20, 2026

I have read and understand this job description.

Signature: _____ **Date:** _____

Seaside School District
Job Description

Job Title: Business Manager
Reports To: Superintendent
FLSA Status: Exempt

JOB SUMMARY

The Business Manager is a senior-level professional who directs the finance and human resources departments of the district, planning, directing and coordinating the activities, staffing, policies, and programs of the finance and human resources departments. Finance functions include, but are not limited to, oversight of district accounting procedures, budget preparation, grant management, bank accounts, finance reporting, an annual audit, and monitoring of district bonds. Human resources functions include, but are not limited to, management consultation, oversight of recruitment and retention, collective bargaining, employee relations, regulatory compliance, and policy/procedure development.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Essential duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.

1. Follows and maintains knowledge of all District policy(ies) and procedures.
2. Establish and maintain professional relationships with staff, supervisors, vendors, governmental and private agencies, and the public, assuring timely sharing of information and response to inquiries.
3. Provide collaborative team-oriented supervision and leadership for professional development and conduct of Business Office staff; provide annual written evaluations.
4. Maintain a thorough understanding of general purposes and goals of public education and a willingness to operate within District procedures, School Board policy, and state and federal laws and regulations.
5. Communicate and collaborate with District administrators and personnel, as well as with outside agencies to coordinate activities, resolve issues or concerns, and exchange information.
6. Oversee and monitor all operations of payroll, accounting, and human resources departments; reviews financial procedures for compliance with generally accepted accounting principles and School Board policy.
7. Manage the screening, hiring, and assigning of business office and other personnel as directed by the Superintendent; work with the Superintendent to recruit and hire leadership level positions.
8. Works with the District Budget Officer to develop budget guidelines, supervise and coordinate preparation of the budget, and assist administrators in preparing, interpreting and applying their individual building budgets.
9. Work under the direction of the Superintendent in the presentation, justification and preparation of analysis required to understand the budget proposal for action by the School Board.
10. Manage cash flow analysis, forecasts, and investments, banking services and borrowing for the District; prepare analysis of program costs and methods of financing, including long range projections.
11. Coordinate, process and control the transfer of budgeted funds.
12. Work under the direction of the Superintendent to issue contracts to vendors, renters, and other individuals or groups according to school board policy, and in the development of proposed bond debt service and tax levy rates; certify tax levies.
13. Coordinate all District grant accounting and financial reporting.
14. Oversee the submission of required finance and staff related ODE consolidated collection reports.
15. Oversee the fulfillment of public records requests.
16. Ensure all accounts are coded properly and conform to local, state and federal guidelines.
17. Maintain an insurance program through an agent-of-record for property, liability, and fidelity coverage.
18. Make recommendations to the Superintendent for improvements and/or changes in accounting systems, procedures, or other assigned areas of operation.
19. Work with the Superintendent during negotiation of contracts, reviewing legal concerns, impact of implementing requested contract language, monitor for changes in state and federal rules/regulations, and

compare data with other negotiated contracts in the state/county; oversee the administration and implementation of bargaining agreements.

20. Train and advise administrators and supervisors on a variety of topics to ensure personnel issues are handled in accordance with state/federal law, human resources best practice, and collective bargaining agreements.
21. Manage implementation of employee insurance and benefits programs.
22. Oversee the issuance of employee discipline, termination, resolving complex employee issues, and completing investigations.
23. Perform other duties and responsibilities as required by the Superintendent or School Board and act as an advisor to the Superintendent on all questions relating to the business, human resources, and financial affairs of the District.
24. Prepare analysis of program costs and methods of financing, including long range projections of requirements.
25. Work with financial software vendor and users of accounting data and make recommendations for modification/enhancements to computerized systems.
26. Work with the School Board, community and bargaining committees in supplying financial data as needed. Interpret the financial concerns of the District to the School Board and community.
27. Oversee District system for records retention, ensuring compliance with District policy and per state and federal records retention requirements.
28. Attend regular meetings of the school board and special meetings as requested.
29. Maintains a regular filing system, as well as a set of locked confidential files.
30. Actively demonstrates high levels of employee engagement, accountability, coachability, and responsibility for personal performance and results.
31. Maintains appropriate certifications and training hours as required.
32. Reacts to change in schedule(s) productively.
33. Ensure compliance with District, State, and Federal laws, rules, and regulations.
34. Attends work regularly and is punctual.

MARGINAL DUTIES AND RESPONSIBILITIES

Marginal duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.

1. Attends in-service trainings as requested.
2. Attends staff meetings.
3. Serve on building and District and school committees and councils.
4. Reports issues to authorities as necessary.

SUPERVISORY RESPONSIBILITIES

Train, direct and supervise employees performing financial reporting, accounting, billing, collections, payroll, budgeting, and human resources duties and others for whom the Business Manager is responsible.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Education and/or Experience:** ~~Associate's degree (A.A.) or equivalent from two-year college or equivalent combination of education and experience.~~ Bachelor's degree in business/accounting; ~~or~~ Master's degree in business/accounting strongly preferred; Familiar with governmental accounting; Experience in accounting procedures and budget oversight of school or public/municipal financial operations or equivalent experience in corporate setting; Experience with computerized financial management systems; Knowledge of the principles and practices of effective supervision and personnel management in addition to the experience in supervising staff in accounting operations; Experience in coordinating an internal audit process; Experience in monitoring federal grants and/or special projects; Ability to develop systems that improve work flow and insure accuracy

in reporting; Supervisory experience which demonstrates possession of the knowledge and abilities necessary to perform the duties of the position.

- **Interpersonal Skills:** Works well with others from diverse backgrounds. Focuses on solving conflict; maintaining confidentiality; listening to others without interrupting; keeping emotions under control; remaining open to others' ideas and contributing to building a positive team spirit. Impeccable integrity and ability to maintain confidences.
- **Language Skills:** Excellent written and oral communication skills; Ability to communicate fluently verbally and in writing in English. Ability to respond to common inquiries or complaints from students, parents, staff, regulatory agencies or members of the community. Ability to effectively present information to directors, administrators and the Superintendent. Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals. Ability to write reports and business correspondence.
- **Mathematical Skills:** Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret bar graphs. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.
- **Reasoning Ability:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- **Computer Skills**: Proficiency in the usage of accounting, database software, internet software, e-mail and word processing software. Ability to proficiently use the following programs strongly preferred MS File Explorer, MS Word, Infinite Visions, MS PowerPoint, Publisher and Excel. Ability to type accurately and proficiently.
- **Other Skills and Abilities:** Ability to train, supervise, coach/mentor and build strong team relationships; Ability to appropriately communicate with staff at all levels and others including vendors, law enforcement and other agencies. Ability to exercise good judgment and work in an environment with frequent interruptions and competing priorities.
- **Certificates, Licenses, Registrations:** Certificates as determined by the District including a valid Oregon Driver License and membership in the Oregon Association of School Business Officials.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee is frequently required to sit, walk, use hands for fine manipulation, handle or feel and reach with hands and arms using a keyboard and video display terminal. The employee is occasionally required to stand and stoop, kneel or crouch. The employee must regularly lift and/or move up to 15 pounds and occasionally up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, ability to adjust focus and peripheral vision.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work environment is a standard office setting including standard office equipment (fax, copier, phone, computer, 10-key, etc.). The noise level in the work environment is usually low to moderate. The work may require travel between school buildings, other agencies, and local businesses. The employee may be exposed to bloodborne pathogens.

OTHER

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

Board Approved: April 20, 2021; Revised, June 16, 2026, Revised October 20, 2026.

I have read and understand this job description.

Signature: **Date:**

_____ _____

SEASIDE SCHOOL DISTRICT 10
BUSINESS MANAGER'S CONTRACT
(Justine Hill) 1.0 FTE
October 21, 2026 - June 30, 2028

It is hereby agreed between the Board of Directors of Seaside School District 10, Clatsop County, State of Oregon, and the undersigned Business Manager that:

1. The Business Manager shall perform assigned duties in the schools of the District for the period indicated below.
2. For such services, lawfully and properly performed, the District shall pay to the Business Manager, at the times specified herein, the amount due, according to this contract, pursuant to the District's payment plan.
3. This contract is subject to the limitations imposed by the provisions of the local budget law.
4. This contract is binding unless the Business Manager gives sixty (60) days written notice of termination to the District Superintendent.

Salary — For the period from October 21, 2026, and ending June 30, 2027, District shall pay the Business Manager a salary of one hundred twenty five thousand dollars ($125,000) (prorated for the balance of the 2026-2027 contract year). For the period from July 1, 2027, and ending June 30, 2028, the District shall increase the Business Manager's salary by the sum that matches the salary increase percentage equal to building administrators.

Longevity Recognition — The Business Manager will receive an additional salary increase equal to two (2) percent of his or her current salary when they accumulate 5, 10, 15, 20, and 25 years of consecutive service within Seaside School District 10.

Vacation — The Business Manager is entitled to twenty two (22) days vacation during the twelve-month contract and nine (9) paid holidays prorated at current FTE. The Business Manager must use these days within three (3) months of the contract year in which they are earned unless the Superintendent approves otherwise. At no time may the Business Manager carry over more than five (5) earned days of vacation.

Duties — Duties shall be as assigned by the District Superintendent. The Business Manager shall devote full time, skill, labor and attention to District assignments. The Business Manager shall perform assigned responsibilities in accordance with the laws of the State of Oregon, the Oregon Administrative Rules and written District policies and District administrative regulations, procedures and directives.

Evaluation — The Superintendent shall determine when the Business Manager shall be evaluated, which methods of evaluation shall be used and what actions should be taken as a result of the evaluation process. The evaluation process shall emphasize job performance and it will be based on the Business Manager's job description or other assigned tasks. A written evaluation of the Business Manager shall be given to the Business Manager at least once per year. All evaluations shall be completed and received by June 30 of the school year being evaluated.

Dismissal — The Superintendent may dismiss the Business Manager at any time during this contract for any of the reasons specified in ORS 342.865 or pursuant to ORS 342.934(5). The Superintendent may also terminate this contract at any time, with or without cause, by giving the Business Manager sixty (60) days' notice or by paying and amount equivalent to the value of sixty (60) days of compensation in addition to the value of any accrued vacation and personal leave as described below.

Paid Leaves —

- Sick Leave – The Business Manager is granted fifteen (15) days of sick leave annually with unlimited accumulation. It is understood that only twelve (12) days per year can accrue for PERS purposes.
- Personal Leave – The Business Manager will be allowed three (3) personal leave days per year for personal matters. Unused personal leave days will accumulate and, at severance, unused personal leave will be paid at $250 per unused day.
- Bereavement Leave – Up to three (3) days shall be granted for bereavement leave for each occurrence of death in the family. The Superintendent may grant additional days.
- Funeral Leave – When the Business Manager serves as a pallbearer or in some other way participates in a funeral ceremony, they will be granted time off to perform such duty up to but not to exceed four (4) hours. The Superintendent may grant additional time.
- Jury Duty – Leave of absence may be authorized for jury duty or under subpoena as a disinterested witness. There will be no deduction in pay for absence as described above, on the condition that any fees received for services performed during working hours shall be remitted to the Business Office.
- Other Paid Leaves – The Superintendent may approve other paid leaves of absence.

Travel Allowance/Reimbursement — The Business Manager will be required to have their own vehicle and will be compensated at the following rate:

- The current year's IRS rate per mile for conference travel outside of the county.
- In lieu of providing an automobile for business use, the District shall pay the Business Manager an automobile allotment of one thousand two hundred dollars ($1,200) annually.

Cell Phone Reimbursement — The administrator will receive $30 per month to offset business related cell phone usage or be issued a district cell phone in lieu of reimbursement.

Professional Renewal — Requests for workshops, seminars, conferences and in-service courses from which the District will benefit shall be made to the Superintendent. The District will pay incurred expenses agreed to by the Business Manager and Superintendent.

Professional Dues — The District will pay the Business Manager's membership dues for GFOA, OASBO and ASBO and those certifications that benefit the District. The Superintendent may approve additional memberships and certifications. The District encourages participation in civic organizations and will pay dues as approved by the Superintendent.

Compensation for Vandalism — The Business Manager may be compensated for the deductible portion of their insurance (automobile, homeowners, renters, etc.) in cases where vandalism occurs to the Business Manager's private property and it is the judgment of the Superintendent that the vandalism was school related.

Physical Examination — The District provides funds for the Business Manager, at their discretion, to have an annual physical examination. The Business Manager will be reimbursed for costs not covered by medical insurance, but not exceeding $400.

Insurance —Effective November 1, 2026, the District shall contribute $1,900.00 per eligible employee per month towards the premium for the composite rate(s) for Medical, Dental, Orthodontia, and Vision for the 2026-2027 benefit year and $1,925 for the 2027-2028 benefit plan year. The District will provide an employee assistance plan (EAP) for employees enrolled in the medical, dental and vision plan through OEBB.

If the Business Manager chooses a healthcare plan that costs less than the District provided benefit dollars, the District will contribute 100% of the excess benefit dollars to an employer funded Section 125

flexible spending account (FSA), HRA/VEBA, or HSA. Eligibility is limited to administrators with excess benefit dollars provided by the employer.

The Business Manager may choose the opt out stipend of $800 per month if they meet the qualifying conditions as outlined in the licensed administrator work agreement.

Life – The District carries a minimum $200,000 term life insurance policy with an accidental death clause for the Business Manager.

Term — This contract is effective October 21, 2026 through June 30, 2028.

Modification — The parties may, during the term of this agreement, mutually agree to modify any of its terms. Any modifications will be in writing, signed by the parties and attached to this document.

_____

Justine Hill Date
Business Manager

_____

Jeff Roberts Date
Superintendent

Attest: _____

Shannon Swedenborg Date
School Board Chair

Resolution to Amend the 2024 OSBA Bylaws

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

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

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

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

WHEREAS, in 2024, through a vote of the OSBA membership, the OSBA bylaws were amended to include the following substantive changes:

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

WHEREAS, in 2026, the OSBA board reviewed its governing structure as per Bylaws 2.7 and proposes to amend the OSBA bylaws as reflected in the attached draft OSBA bylaws with changes highlighted in the attached summary document; and

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

- Change deadline for members or board directors to submit resolutions to the OSBA board from September 30 to September 15.
- Clarify that if a member has a main administrative office in more than one region, the member board must declare which region it intends to vote and shall vote only in that region.
- Change the requirement of an in-person annual meeting of the members in November to a requirement that the annual meeting be held on a date and time and in a manner fixed by the board of directors and stated in the notice of the meeting.

- Clarify that returned blank ballots will count towards establishing a quorum but will not count as a “yes” or “no” vote.
- Replace the current caucus structure with a Caucus Council composed of designated representatives from caucuses that report to the OSBA executive director. The Caucus Council will retain two director seats on the OSBA board, replacing the two current caucus seats. The current two caucus directors will remain in their seats until the Caucus Council designates their first positions, or until December 31, 2027, whichever occurs first. The Caucus Council will have the option of designating a representative to serve on the finance committee. The Caucus Council will have the option of recommending seats on the OSBA legislative policy committee.
- Eliminate ex-officio positions and replace them with the option of appointment of nonvoting advisors to the board of directors as determined by resolution of the board of directors.
- Allow the OSBA board of directors the option of appointing directors to all vacant director positions except for the additional directors created pursuant to Section 3.5.1(e) if the president or immediate past president is no longer from the region to which the position is assigned.
- Eliminate the ability to appoint a director from a contiguous region.
- Add term limits to the finance and legislative policy committee positions.
- Clarify that OSBA officers, other than the past-president, must be reelected by their regions to continue serving as OSBA officers.
- Change OSBA board director participation on the legislative policy committee from a requirement to optional participation except that executive committee members continue to be required to serve on the LPC.

THEREFORE, BE IT RESOLVED by the OSBA board of directors that the proposed draft OSBA bylaws be submitted to the membership for consideration during the 2026 OSBA election; and

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

Submitted by: OSBA Board of Directors



BYLAWS

As Amended by the Membership: December 2024
Proposed Edits: September 19, 2026

1201 COURT STREET NE, SUITE 400 • SALEM, OR 97301 | 1-800-578-OSBA • OSBA.ORG

SECTION 1 PURPOSE

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

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

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

C. To work for the most efficient and effective organization of public schools of this state. "Public schools" include local school districts, education service districts, the State Board of Education, and community colleges classified as a political subdivision.

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

E. To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.

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

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

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

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

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

K. To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.

L. To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

SECTION 2 MEMBERS

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

2.1.1 School District as defined under ORS Chapter 332;
2.1.2 Education Service District as defined under ORS Chapter 334;
2.1.3 Community College District as defined under ORS Chapter 341;
2.1.4 State Board of Education as defined under ORS Chapter 326; and
2.1.5 Any other governmental educational organization qualifying as a political subdivision, as approved by resolution of the board of directors.

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

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

2.3.1 Election and removal of directors except as set forth in Section 3.8;
2.3.2 Election and removal of the Legislative Policy Committee ("LPC") members except as set forth in Section 4.1.3(g);
2.3.3 Approval of resolutions to effectuate any of the following:

(a) Adoption, amendment, or restatement of the articles of incorporation or bylaws;
(b) Modification to the region descriptions set forth in Section 2.6.1; and
(c) Dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets.

2.4 Voting Power.

2.4.1 Election of Directors and LPC Members. For the purposes of nominating and electing directors and LPC members, each member shall have one vote.
2.4.2 Resolution. For the purposes of approving a resolution, each member shall have one vote on all resolutions except as follows:

(a) K-12 Local Districts with an ADMr between 15,600 and 23,400 shall have two votes.
(b) K-12 Local Districts with an ADMr between 23,400.1 and 31,200 shall have three votes.
(c) K-12 Local Districts with an ADMr between 31,200.1 and 39,000 shall have four votes.
(d) K-12 Local Districts with an ADMr of 39,000.1 or more shall have five votes.

2.5 Process of Approval of Member Resolutions. Generally, members shall approve resolutions annually by ballot vote. Members or the board of directors may submit a resolution for member approval. Such resolutions shall be submitted to the board of directors no later than September ~~30~~15. 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.

2.6 Regional Election of Directors and LPC Members.

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

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

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

2.6.3 Regional elections shall be determined by a majority of votes cast by 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~~five 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 2.5.

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,~~ An annual meeting of members will be held each calendar year on a date and time and in a manner fixed by the board of directors and stated in the notice of the meeting. At the annual meeting, the president and secretary-treasurer of the board of directors

and any other officer or person whom the president may designate, shall report on the state of the Association, its activities, and its financial condition.

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

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

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

2.12 **Action by Written Ballot.** Any action required of the members will be taken by written ballot, and the Association will deliver a written ballot to every member entitled to vote on the matter. Once delivered, a written ballot may not be revoked.

2.13 **Quorum.** A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the A~~a~~ssociation. If there is more than one item on a single ballot, the returned ballot will count towards establishing a quorum for each item on the ballot. A blank ballot or a ballot with an abstention counts for purposes of establishing a quorum if it is returned to the association.

2.14 **Approval.** With the exception of approving amendments to the Association's bylaws as outlined in Section 8.1, and with the exception of regional elections outlined in 2.6.3, approval of an item by written ballot is effective at the end of the voting period when:

(a) T~~he number of votes cast by ballot equals or exceeds a quorum of the members~~ A quorum is established pursuant to Section 2.13; and

(b) The number of ~~approvals equals or exceeds a majority of the number of returned ballots~~"yes" votes exceeds the number of "no" votes for the item.

An abstention or a blank ballot returned to the association does not count as a "yes" or "no" vote.

SECTION 3 DIRECTORS

3.1 **Powers.** Except as provided under Section 2.3, all corporate powers shall be exercised by or under the authority of the board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.

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

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

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

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

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

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

3.5 **Composition.** The board of directors will be comprised of up to 22 regionally elected directors and:

(a) Until June 30, 2027, ~~,~~ one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, and one designated director as defined in the bylaws of the Oregon Rural School Board Members Caucus.

(b) Effective July 1, 2027, ~~and~~ two designated directors from the Caucus Council appointed pursuant to the operating procedures of the Caucus Council. Directors designated by the Oregon School Board Members of Color Caucus and the Oregon Rural School Board Members Caucus as of June 30, 2027, shall continue as directors until the Caucus Council designates its first two directors pursuant to this paragraph or until December 31, 2027, whichever occurs first.

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

3.5.2 Regional Election.

(a) The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. The board of directors shall distribute notice

of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions.

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

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

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

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

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

3.5.4 ~~Ex-Officio~~Advisors. The board of directors may designate ~~following individuals or their designee may serve as ex-officio,~~ nonvoting, advisors to the board of directors by resolution, for such purposes and such duration as is specified in the resolution.~~:~~

~~(a) Any director of the National School Boards Association elected from Oregon;~~
~~(b) The Executive Director of the Coalition of School Administrators;~~
~~(c) The Chair-Elect of the Oregon Association of Education Service Districts;~~
~~(f) The board president of the Oregon Community College Association;~~
~~(g) The chair of the State Board of Education; and~~
~~(h) Any other person that the board of directors may appoint.~~

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

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

3.6 **Vacancies.** In the event that any director position~~, other than the president or immediate past president serving as a second director for a region as set out in Section 3.5.1(e),~~ is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. Notwithstanding the foregoing, a vacated director position will not be filled if it is an additional director position created pursuant to Section 3.5.1(e) and the president or immediate past president is no longer from the region or Caucus Council position to which the position is assigned.

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

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

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

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

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

3.9 **Regular Meetings.** An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. The board of directors may schedule additional regular meetings to occur during a calendar year. All other meetings are special meetings.

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

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

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

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

3.14 **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.

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

3.16 **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.

3.17 **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.

3.18 **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.

3.19 **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 the directors of the current Conflict of Interest policy.

SECTION 4 COMMITTEES AND CAUCUS~~ES~~ COUNCIL

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

4.1.1 Executive Committee. The executive committee shall consist of the five officers of the board of directors: the president as chair and as an ex-officio voting member pursuant to section 5.7.1 of the Bylaws, the president-elect, the vice president, the secretary-treasurer, and the immediate past president. The executive committee is delegated authority to act in place and instead of the board of directors between board meetings on all matters except those specifically reserved to the board under the terms of the bylaws. Actions of the executive committee shall be reported to the board of directors on a timeframe consistent with the seriousness and urgency of the matter and within two weeks if practicable. Additionally, executive committee actions will be reported at the next regular board meeting.

4.1.2 Finance Committee. The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the President as an ex-officio voting member pursuant to section 5.7.1 of the Bylaws, the Association secretary/treasurer and vice president, one trustee from the PACE board, one district business official, and one at-large board member. Additionally, the Caucus Council may recommend one Caucus Council member to serve on the Finance committee pursuant to its operating procedures.

The trustee from the PACE board is recommended by the PACE Board of trustees, appointed by the President, subject to approval by the Board, and will serve a two-year term~~, with no term limits~~. The Caucus Council designee is recommended by the Caucus Council, appointed by the President, subject to the approval by the Board, and will serve a two-year term. The district business official and the at-large board member will be recommended by OSBA staff, appointed by the President, subject to approval by the Board, will serve two-year terms.~~,~~ Finance committee members taking office prior to January 1, 2027, shall have ~~with~~ no term limits, and staggered start dates starting in January. Finance committee members taking office on or after January 1, 2027, may serve five consecutive two-year terms and, if eligible, may be re-appointed after a two-year hiatus.~~,~~ Finance committee members shall have ~~and~~ staggered start dates starting in January.

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

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

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

(b) Composition. The LPC shall be composed of the voting members of the board of directors who choose to participate, the President as an ex-officio voting member pursuant to section 5.7.1 of the Bylaws, the executive committee members, the regional representatives elected under the procedures defined in Section 4.1.3(c) - (e),

and ~~one~~ designated voting members as defined in the operating procedures ~~bylaws~~ of the ~~Oregon School Board Members of Color Caucus and one designated voting member as defined in the bylaws of the Oregon Rural School Board Members~~ Caucus Council pursuant to its operating procedures and this section 4.1.3(b). The board of directors will determine the number of members appointed by the Caucus Council. The Caucus Council appointees are recommended by the Caucus Council, appointed by the OSBA President, subject to the approval by the board of directors, and will serve two-year terms. ~~All committee members must be elected or appointed directors of a member as defined in Section 2.1.~~ The vice president of the board of directors shall chair the LPC.

(c) Qualifications. ~~LPC representatives must serve on the board of a member of the Association throughout the duration of their term.~~ All committee members must be elected or appointed directors of a member as defined in Section 2.1 for the duration of their service on the LPC.

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

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

(f) Term. Each committee member shall take office on January 1 in even numbered years and serve for a term of two years. Committee members may serve five consecutive two-year terms, and, if eligible, may be returned to the committee after a two-year hiatus.

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

4.2 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 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 **Caucus Councile~~s~~.** The Caucus Councile~~s~~ shall exist to enhance the work of the Association by addressing the unique needs of ~~member districts~~ school board members.

4.4.1 The Caucus Councile~~s~~ shall clearly articulate the vision, mission, and goals of the ~~Caucus~~Council.
4.4.2 The Caucus Councile~~s~~ shall adopt operating procedures ~~bylaws~~ for operating, programming, and governing within the context of the Association bylaws described herein.
4.4.3 The Caucus Councile~~s~~ shall comply with Association policies and guidelines.
4.4.4 The Caucus Council shall consist of one representative from each caucus established by the OSBA Executive Director. The OSBA Executive Director will establish caucuses based on criteria established by the OSBA Executive Director in support of OSBA's vision, mission, and goals. Each established caucus may recommend one member to serve on the Caucus Council subject to approval of the OSBA board of directors.~~es shall be added or eliminated to this provision through the bylaw's amendment process described in Section 8.1~~.
4.4.5 The Caucus Council budget shall be established by the board of directors.
4.4.6~~5~~ The Caucus Councile~~s~~ shall submit an end of fiscal year report to the board of directors that includes the following:

~~(a) The Caucus is meeting regularly;~~
(b) An accounting of the prior year's budget allocation;
(c) Identified officers and current ~~bylaws~~operating procedures;
(d) A summary of the Caucus Council's current goals, the prior year's Caucus Council activities that support those goals, and how the Caucus Council goals align with the mission, vision, and goals of OSBA.

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

4.4.6 ~~The Oregon School Board Members of Color Caucus was established by a vote of the membership in 2018.~~
~~4.4.7 The Oregon Rural School Board Members Caucus was established by a vote of the membership in 2023.~~ The Caucus Council was established by a vote of the membership in 2026, effective ~~and shall take effect on~~ July 1, 2027.

4.5 **Administration.** Each committee and the ~~c~~Caucus Council 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 the C~~c~~aucus Council shall also report on its activities at the regular meetings of the board of directors. Each committee and the C~~c~~aucus Council shall comply with the public meetings laws requirements ~~under~~ of ORS Chapter 192.

SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

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

5.2 **Appointment.** The board of directors shall elect officers by majority vote 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.

5.3 **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.

5.4 **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 completes the term of another officer who was unable to complete their term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms. If an officer's position on the board is up for reelection by their region or redesignation by the Caucus Council, the officer must be reelected by their region or redesignated by the Caucus Council to continue serving in their officer position unless the officer position is the immediate past president. ~~Caucus Council directors serving in officer positions must continue to be recommended by the Caucus Council in accordance with their operating procedures.~~

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

5.6 **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.

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

5.7.1 President: The president shall preside at all member meetings of the Association and of the board of directors; shall appoint any committee positions not otherwise designated in these bylaws or OSBA adopted policy, subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be an ex-officio voting member of all committees established under sections 4.1 and 4.2 of these bylaws. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one calendar year.

5.7.2 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.

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

5.7.4 Secretary-treasurer: The secretary-treasurer shall be responsible for keeping accurate minutes of all board of director meetings in electronic format in accordance with OSBA's record retention schedule; shall carry on official correspondence of the Association; shall arrange for proper banking facilities; 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 approved by the board of directors; and shall give an itemized and detailed report of the financial condition of the Association at each annual meeting and at such other times as may be required by the board of directors. Such duties of the secretary-treasurer as may be specified by the board of directors may be delegated to the OSBA E~~e~~xecutive D~~d~~irector or a designated member of the staff. The secretary-treasurer serves for a term of one calendar year.

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

SECTION 6 NONDISCRIMINATION

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

SECTION 7 OSBA PROPERTY AND CASUALTY FOR EDUCATION TRUST

The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE") as provided in the PACE Restated Trust Agreement. It is the policy of OSBA with respect to PACE trustees taking office on or after January 1, 2023, that such trustees will be appointed to no more than three consecutive three-year terms and, if eligible, may return after a one-year hiatus.

SECTION 8 GENERAL PROVISIONS

8.1 Amendment of Bylaws.

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

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

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

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

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

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

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

8.3 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.

8.4 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.

8.5 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.

8.6 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.

8.7 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.

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

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

* * * * *

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 15, 2024. 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, then amended and adopted on December 14, 2018; December 15, 2023; December 15, 2024.

2026 OSBA BYLAWS BALLOT MEASURE

OSBA Governance Changes

A summary for member boards: what would change, why, and what comes next

To OSBA member boards,

In 2026, OSBA's Board Governance Committee led a review of how the association is governed. On September 19, 2026, the OSBA Board of Directors adopted a resolution to amend the OSBA Bylaws and referred it to you, our members, for a vote during the 2026 election cycle.

This summary explains what the amendments would change, why, and what would stay the same. The bylaws set the overall framework. Many supporting details would be worked out afterward through Board policy and operating procedures, with input from the people most affected. Each section lists those open details and who will decide them.

Each member board will vote on the amended bylaws as a single ballot measure. Approval requires two-thirds of returned ballots. The full text of the Board's resolution is included in the voting packet.

We encourage every member board to read the "At a Glance" page and discuss it before voting.

OSBA Board Governance Committee

At a Glance

The ballot measure contains four central changes, plus several smaller technical updates described later in this summary.

THE FOUR CENTRAL CHANGES

1

Ex-officio advisor seats. Would end the standing list of named,non-voting advisors on the Board. The Board could still invite advisors when needed.

2

Caucuses. Caucuses would advise the executive director instead of the Board. The executive director would establish caucuses using criteria the Board sets in policy. Today, adding or removing a caucus requires a member vote to amend the bylaws.

3

Caucus Council. Would create a new Caucus Council, with one representative from each caucus, to advise the Board. The two caucus seats on the Board would become two seats filled by the Board on the Council's recommendation. The Council would also have new pathways to additional leadership.

4

Legislative Policy Committee (LPC). Board members would choose whether to serve on the LPC instead of being required to. The Caucus Council would also have LPC seats (number determined in policy).

WHAT IS NOT CHANGING

Board size. The Board would keep up to 25 voting directors: up to 22 elected by region, plus 2 recommended by the Caucus Council.

Caucus seats during the transition. The two established caucuses would keep their Board seats until the new Caucus Council directors are appointed, or until the end of 2027, whichever comes first.

Caucus voice in governance. Caucuses would continue to have a path to leadership through the two Caucus Council seats and committee seats.

Board oversight of funding. The Board would continue to set caucus funding through the annual budget.

Why these changes

Members told us that the Board's size, unclear roles, and confusion between governance and advocacy are the biggest barriers to an effective Board. These changes are a first, measured step. The Governance Committee will review their impact after one year before recommending anything further, including any change to Board size.

Background

How the review was done

As part of OSBA's regular governance review cycle, the Board engaged Coraggio Group in 2026 to assess OSBA's governance structure. The assessment gathered input from:

188 survey respondents, 12 stakeholder interviews, and 7 focus groups, representing the Board, staff, member districts of every size, the caucuses, and the PRIDE Advisory Committee

A review of school board association bylaws in more than 30 states

Coraggio Group reported its findings in June 2026. The Governance Committee then held a design retreat on August 3, recommended bylaws amendments on August 24, and the Board adopted and took action to refer them to the membership on September 19.

Guiding principles

Four principles, set at the start of the review, shaped which changes moved forward:

Efficiency

Design structures that make purposeful use of staff resources and board member time. Every committee, caucus, and process should add clear value.

Effectiveness

Ensure governance structures enable the board to fulfill its core responsibilities: strategic oversight, policy governance, fiduciary accountability, and organizational leadership.

Engagement

Ensure boards as entities have genuine opportunities to participate and inform decisions without creating administrative burden or unnecessary complexity.

Representation

Balance representation between boards as fundamental units and districts serving larger student populations, ensuring all member voices carry appropriate weight while maintaining geographic practicality.

What we heard

- Board size was named by every member group as the greatest opportunity to improve efficiency, and **69%** of Board and staff respondents named it as a structure that should be re-evaluated.
- Confusion between governance and advocacy was the most-cited barrier to Board effectiveness (**29%** of all respondents), followed by unclear roles (**26%**).
- Board and staff rated the Board's understanding of OSBA's Board work **2.6 out of 5**, though they rated orientation **3.9**.
- The non-voting ex-officio seats were rated the least active and least impactful Board roles. **39%** of Board and staff respondents flagged them.
- Both caucuses and the advisory committee received below-target effectiveness ratings. Members of each group flagged their own group's structure for re-evaluation: **69%** of advisory committee respondents, **63%** of Rural Caucus respondents, and **56%** of Members of Color Caucus respondents flagged their own body's structure for re-evaluation.

The Four Central Changes

1. Ex-officio advisor seats

TODAY

Up to 25 voting directors: 22 elected by region, plus one from the Oregon School Board Members of Color Caucus and one from the Oregon Rural School Board Members Caucus. The bylaws cap the Board at 25 voting persons (Sec. 3.3).

Five named, non-voting ex-officio advisors: an NSBA director elected from Oregon; the executive director of the Coalition of Oregon School Administrators; the chair-elect of the Oregon Association of Education Service Districts; the board president of the Oregon Community College Association; and the chair of the State Board of Education.

WHAT WOULD CHANGE

The named list of ex-officio advisors would be removed.

The Board could designate non-voting ex-officio advisors as needed (Sec. 3.5.4).

WHY

The ex-officio role and its relationship to the Board were never clearly defined. These seats were rated the least active and least impactful Board roles, and 39% of Board and staff respondents flagged them. Peer state associations seat 14 to 19 voting directors; OSBA seats up to 25.

2. Caucuses would advise the executive director

TODAY

Two caucuses are named in the bylaws: the Oregon School Board Members of Color Caucus and the Oregon Rural School Board Members Caucus.

Each holds a guaranteed Board seat and LPC seat and advises the Board directly.

A caucus can be created or eliminated only by a bylaws amendment approved by members.

The PRIDE Advisory Committee is not named in the bylaws. It advises the Board and has no guaranteed Board or LPC seat.

WHAT WOULD CHANGE

The executive director would establish caucuses that support OSBA's vision, mission, and goals, following criteria the Board adopts in policy.

Caucuses would advise the executive director instead of the Board. The Caucuses would no longer be approved by the membership.

The two current caucuses would no longer be named in the bylaws. The expectation is that they would be re-established under the new framework, but that would happen through policy, not through this ballot measure.

The PRIDE Advisory Committee is not addressed in the bylaws, so this measure has no immediate effect on its status. Any change would come through Board policy.

Staff support would be defined in caucus operating procedures and an executive director framework rather than in the bylaws.

The Board would continue to evaluate the executive director, providing accountability for groups that report to that position.

WHY

Today the two caucuses and the advisory committee have different budgets, seats, authority, and resources. A single framework would give every caucus the same pathway and the same rules.

Reporting to the executive director would connect caucuses more directly to OSBA staff and day-to-day operations, providing greater flexibility in how they conduct their work while supporting effective coordination and implementation.

STILL TO BE DECIDED

- Criteria and safeguards for establishing a caucus, grounds for dissolving one, and an appeal to the Board if a caucus request is denied or is dissolved (OSBA Policy Committee)
- How caucus leaders are selected, how long they serve, and how leadership rotates (caucus operating procedures)
- What staff provide to caucuses and how staff take part in their meetings (caucus operating procedures and executive director framework)
- How Oregon public meetings law applies to caucus meetings (OSBA Policy Committee, with legal review)

3. A new Caucus Council, and caucus seats on the Board

TODAY

Each of the two caucuses designates one voting director to the Board and Legislative Policy Committee.

Each caucus manages its own budget.

Adding a caucus adds a seat on both the Board and the LPC.

WHAT WOULD CHANGE

A new Caucus Council, advisory to the Board, composed of one Board-approved representative from each caucus, (Sec. 4.4.4).

The Council would recommend two people for the Board to appoint as full voting directors (Secs. 3.5, 3.5.3). These replace the two current caucus seats.

The Council would have the option to recommend a Finance Committee member, LPC members, and members to other Board committees. Recommendations would be subject to the approval of the Board.

The Council would adopt operating procedures (Sec. 4.4.2), keep minutes, report at Board meetings, follow public meetings law (Sec. 4.5), and file a year-end report (Sec. 4.4.6).

The Board would set the Council's budget (Sec. 4.4.5), as it sets caucus budgets today.

New caucuses would join the Council without adding Board seats.

Filling seats and the transition

Officer overlap. If the president or immediate past president is a Caucus Council director, the Council would select an additional director for that term (Sec. 3.5.3).

Start date. The new structure would take effect July 1, 2027, to allow time to develop the supporting policies and procedures

Transition. The two current caucus directors would keep their seats until the Board appoints the two Council directors, or until the end of 2027, whichever comes first.

WHY

One Council would give every caucus, current and future, the same pathways to leadership. The Council structure allows new caucuses to be added without expanding the Board or revising the bylaws each time a caucus is created. This provides greater flexibility while addressing member concerns about Board size.

STILL TO BE DECIDED

- The Council's operating procedures, including how it selects candidates for its two Board seats (OSBA Policy Committee)
- How Caucus Council budget is distributed to individual Caucuses (Caucus Council)

4. Legislative Policy Committee (LPC)

TODAY

Members: all voting Board members, elected regional representatives (Sec. 4.1.3(c)–(e)), the President as an ex-officio voting member, and one designee from each caucus.

Board policy (Policy 2100) requires every director to serve on the LPC.

The bylaws set two-year terms for LPC seats, with terms starting in January 1 of even-numbered years.

WHAT WOULD CHANGE

Members: Board members who choose to serve; the president (ex officio, voting); all Executive Committee members (required to serve); elected regional representatives; and members recommended by the Caucus Council (Sec. 4.1.3(b)).

Two-year terms starting January 1 of even-numbered years, with members being limited to up to five consecutive terms, then eligible again after a two-year break (Sec. 4.1.3(f)).

WHY

Requiring every director to serve on the LPC blurred the line between governance and advocacy, the barrier to effectiveness respondents named most often. Voluntary service would place directors on the LPC who are ready and have capacity for the advocacy role. Term limits would create predictable rotation and new leadership pathways. Seating Council designees would keep caucus representation on the LPC through one consistent process.

STILL TO BE DECIDED

- How directors indicate interest in LPC service, and how seats are filled (OSBA Policy Committee)
- How many Caucus Council designees serve on the LPC (Board and Caucus Council)
- How current members, and directors who join mid-cycle, move into the new term cycle (OSBA Policy Committee)

Other Changes on the Same Ballot

These technical updates are part of the same ballot measure. Items already covered above are noted, not repeated.

CHANGE	WHAT IT DOES
Resolution deadline (2.5)	Moves the deadline for submitting resolutions to the Board from September 30 to September 15.
Region declaration (2.6.2)	Clarifies that if a member has a main administrative office in more than one region, the member must declare which region it intends to vote and shall only vote in that region.
Regional review (2.7)	Formal review of OSBA's regions would happen at least every five years instead of every three.
Annual meeting (2.8)	Keeps the annual members' meeting but drops the requirement that it be in person in November. OSBA would still report on its activities and finances at least once a year.
Quorum and approval (2.13, 2.14)	Blank ballots and abstentions would count toward quorum but would not count as "no" votes.
Board vacancies (3.6)	Clarifies that the Board would be able to fill any vacant director seat by appointment, except an extra seat created under Sec. 3.5.1(e) when the president or immediate past president is no longer from that region.
Contiguous regions (3.6)	Ends the option of appointing a director from a neighboring region. Directors would have to come from the region they represent.
Finance Committee term limits (4.1.2)	Members starting on or after January 1, 2027, would be able to serve five consecutive two-year terms, then return after a two-year break. Current members would not be affected.
Officer reelection (5.4)	Clarifies that an officer (other than the past president) whose Board seat is up for election would have to be reelected by their region to remain an officer.
Also on the ballot	Caucus director transition (3.5.3) and Finance Committee Council designee (4.1.2): see Change 3. LPC terms (4.1.3(f)): see Change 4.

Improvements Already Underway (No Vote Needed)

These improvements fall within the Board's and staff's existing authority. Several are already in progress.

AREA	WHAT IS CHANGING
Onboarding	Written role descriptions at recruitment, mentoring for new directors, and a check-in at six to eight months.
Board and LPC expectations	Written attendance and engagement expectations and a way to track them, applying equally to regional and Caucus Council directors.
Regional director role	Clarifies that regional directors are a point of contact for member boards, not their delegates, and owe their primary duty to the association as a whole as its fiduciaries.
Governance training	Ongoing training on Board, staff, and officer roles, fiduciary duty, and officer eligibility.
Member communication	Clear ownership of member communication, a regular governance digest and legislative updates, and roadshows redesigned for two-way dialogue.
Meetings	In-person sessions for complex decisions and more emphasis on preparation before meetings.

Timeline

June 2026	Coraggio Group delivered governance review report
August 3, 2026	Governance Committee design retreat
August 24, 2026	Governance Committee recommended bylaws amendments
September 19, 2026	Board adopted resolution and referred it to members
2026 election cycle	Member vote Oct. 15 – Dec. 15
January 1, 2027	New Finance Committee term limits apply to incoming members
July 1, 2027	New caucus and Caucus Council structure takes effect
By December 31, 2027	Caucus Council directors seated on the Board
One year after implementation	Governance Committee reviews impact

Director's Report
MaryEllen Rogozinski
October 2026

Enrollment: 36 Students, 19 - K/1/2 & 17 - 3/4/5



Mo's - Amazon Wishlist

Mo's has done it again!!! They have purchased many items from our Amazon Wishlist and we could not be more grateful!

Field Trip to Short Sands

We took a trip to Short Sands with the North Coast Watershed Association on Monday, September 28th. The weather was PERFECT for our morning of hiking the trails, testing the creek water, identifying plants and bugs, and enjoying a picnic lunch.







After School Clubs

The After School Clubs are off and running. We have up to 27 kids signed up for any one of our 4 clubs this school year!

Monday - Eco Kids Club



Tuesday - Running Club



Thursday - Art Club



Friday - Fun Friday Club



State Testing

This year's state testing results highlight the dedication and commitment of our students and teachers. Our scores demonstrate measurable growth and show that our school's focus on learning, innovation, and support is making a tangible difference. In particular, we are thrilled to see our performance exceeding the state benchmark in key areas, reflecting both the effort in classrooms and the collaborative support from families. These results are more than numbers—they capture our students' achievements, persistence, and the everyday commitment to excellence in our school.

Oregon Statewide Assessments - Spring 2026

Academic Year	School	Subject	Student Group	Grade Level	Percent Proficient	Percent Level 4	Percent Level 3	Percent Level 2	Percent Level 1
2025-2026	The Cannon Beach Academy	Mathematics	Total Population (All Students)	Gr. 3 - 5	53.3	20.0	33.3	20.0	26.7
	Oregon	Mathematics	Total Population (All Students)	Gr. 3 -5	37.9	17.2	20.3	25.5	37.0
2025-2026	The Cannon Beach Academy	English Language Arts	Total Population (All Students)	Gr. 3 -5	66.7	46.7	20.0	26.7	6.7
	Oregon	English Language Arts	Total Population (All Students)	Gr. 3 -5	44.2	21.4	22.7	21.3	34.6

Upcoming Events

October 5 - School Closure Make-Up Day

October 13-14 - Dental Sealant with Oregon Health Authority

October 23 - Assembly with Chief Schultz, Cannon Beach Police

October 24 - Breakfast Fundraiser at Mo's

October 28 - Vision Screening with OLSHF

October 30 - Trunk or Treat, sponsored by PTO



Seaside Secondary School Board Report
October 2026
Interim Secondary Principal: Wendy Crozier

📊 **Enrollment at a Glance**
As of October 12, 2026

Middle School (6–8): 322
- 6th - 108
- 7th - 101
- 8th - 113

High School (9–12): 465
- 9th - 103
- 10th - 114
- 11th- 121
- 12th - 116

Total Seaside Secondary: 787

Attendance Rates as of October 12th:
- MS: 70%
  - 30% Chronic Absenteeism
Grade level	Number of students	Chronically absent rate	10-day moving average
6	108	30%	24%
7	101	32%	29%
7H	1	0%	0%
8	113	29%	24%
8H	9	0%	0%
- HS: 59%
  - 41%

By grade level

Grade level	Number of students	Chronically absent rate	10-day moving average
9	103	31%	29%
10	114	38%	34%
11	121	48%	41%
12	116	47%	41%

School News & Information:
Seaside Secondary Newsletter
School Events Calendar

🍂 October at Seaside Secondary

October 2026
October continues to be a busy and productive month at Seaside Secondary. Students have settled into the school year, fall activities and athletics are in full swing, and our staff continues to focus on student connection, engagement, attendance, and academic success.

Across grades 6–12, our work remains centered on creating a school where students are **known, connected, challenged, and supported** and where every student has opportunities to participate and succeed.

📚 Teaching, Learning & Student Success
Cycle 1: Relationships & Engagement | August–Mid October
Cycle 2: Learning Goals & Success Criteria | Beginning Mid October

Our first instructional cycle focused on **Relationships & Engagement** and building the conditions students need to feel connected, participate in learning, and be successful in their classrooms.

As we wrap up Cycle 1, staff are using early **progress-grade, attendance, behavior, and engagement data** to reflect on what we are noticing about students. We are looking at who is connected and engaged, where students may be struggling, and how routines, procedures, communication, consistency, and adult practices can better support student success.

Beginning in mid-October, we transition into **Cycle 2: Learning Goals & Success Criteria**. This work builds directly on Cycle 1 by increasing clarity for students around three important questions:

What am I learning? Why am I learning it? How will I know when I am successful?
Staff will focus on clear, standards-aligned learning goals and success criteria while continuing the relationship and engagement practices established during Cycle 1.

Our **Student Success Seminar** continues to provide dedicated time for students to monitor grades and attendance, set goals, build organization and executive-functioning skills, receive academic support, and develop college, career, and life-readiness skills.

🤝 **Fall Conferences & Family Connections: October 8–9**
Fall Conferences provided an important early opportunity to connect directly with students and families.Staff were intentional about reaching out to students and families where there were concerns around **academics, attendance, engagement, or connection**, while also celebrating the many students who have had a successful start to the school year. The information and conversations from conferences will help inform our next steps as we continue supporting students through the remainder of the trimester.

🌊 **Community Partnerships: Ongoing Throughout October & November**
We continue to be intentional about strengthening relationships with our **community partners** and creating meaningful connections between those partners, our students, and families.

Current partnerships include **Clatsop Behavioral Healthcare (CBH), The Harbor, Consejo Hispano, and Clatsop WORKS**, along with other local organizations and agencies that support our students and school community.

These partnerships expand support and opportunities in areas including **student wellness and mental health, family engagement, culturally responsive outreach, career and workforce exploration, postsecondary readiness, and connections to community resources**.

As we move through the year, we will continue looking for opportunities to bring community partners into our school, connect students and families with available resources, and create authentic experiences that help students see the many pathways and people available to support their success.

❤️ **Student Wellness, Belonging & Safety****Ongoing Throughout October**
Student wellness, belonging, and safety remain important priorities across Seaside Secondary.

Through classrooms, Seminar, counseling, activities, athletics, and our community partnerships, we continue working to ensure students have trusted adults, feel connected to their school, and know where to turn when they need support.

We are also continuing to reinforce **See Something. Hear Something. Say Something.**
Students are reminded of the importance of reporting concerns to a trusted adult when they see,

hear, or experience something that could impact the safety or well-being of our school community.

🎓 College, Career & Future Readiness
October 13 | FAFSA Information
October 19 | FAFSA Workshop
November 1 | OSAC Scholarship Application Opens
Early November | Local Scholarship Opportunities Open

October and November bring an increased focus on **college, career, and postsecondary planning**, particularly for our upperclassmen.

Through Student Success Seminar and our Counseling Department, students are learning about graduation requirements, monitoring credits and academic progress, exploring postsecondary pathways, and completing authentic college and career readiness activities.

For our seniors, this is an especially important time as they begin work connected to **FAFSA/ORSAA, scholarships, college applications, workforce opportunities, trades, and other postsecondary pathways**.

Our goal is for students to understand that there are many successful pathways after high school and to have the information, skills, and support necessary to determine the pathway that is right for them.

🎭 Arts, Activities & Student Leadership
Fall Play | October 16, 17, 23 & 24
Students continue to have many opportunities to connect to school outside of the classroom through **clubs, leadership, music, theater, athletics, and other activities**.

Our **Fall Play** is one of the highlights of October. We are excited to celebrate the creativity, commitment, and hard work of our students both on stage and behind the scenes.

These opportunities are an important part of creating belonging and giving students different ways to contribute to our school community.

🏈⚽🏐🏃 Upcoming Home Athletics
October 20–30
Our Seagulls continue a busy fall athletic season as teams enter the final stretch of regular-season competition.

October 20

- 5:15 PM — HS Boys JV Soccer vs. Tillamook
- 7:00 PM — HS Boys Varsity Soccer vs. Tillamook

October 22

- 6:00 PM — HS Girls Varsity Soccer vs. Valley Catholic

October 26

- 4:30 PM — HS JV Volleyball vs. Banks
- 6:15 PM — HS Varsity Volleyball vs. Banks

October 27

- 4:00 PM — MS Football vs. Warrenton

October 29

- 5:15 PM — HS Boys JV Soccer vs. Banks
- 7:00 PM — HS Boys Varsity Soccer vs. Banks

October 30

- 7:00 PM — HS Varsity Football vs. Astoria

As our high school teams approach the end of the regular season, we look forward to celebrating our student-athletes and supporting teams and individuals who qualify for postseason competition.We are grateful to our coaches, families, staff, volunteers, and community members who make these opportunities possible for students.

🦈 **Middle School Athletics — Fall to Winter**

Fall Season Wrapping Up | Winter Season Begins October 27

Our Sharks are wrapping up their fall seasons in **football, volleyball, and cross country**. We are proud of our middle school student-athletes and appreciate the coaches and families who have supported them throughout the season.As one season concludes, another begins. **Middle school boys basketball and girls wrestling begin October 27.** Athletics provide another important avenue for middle school students to build relationships, develop confidence and teamwork, connect with school, and represent the Sharks.

📆 **Looking Ahead**

October 27–November 14

As October comes to a close and we move into the first two weeks of November, our instructional work will move more deeply into **Cycle 2: Learning Goals & Success Criteria**, while continuing to build on the relationships and engagement practices established during Cycle 1.

We will continue using **progress grades, attendance, engagement, student voice, and information gathered through conferences** to identify students who need additional support and determine how we can respond collectively.

Our middle school winter athletic season will be underway with **boys basketball and girls wrestling**, while high school fall teams and individual athletes will be moving toward postseason competition as they qualify.

For our seniors, November brings important next steps in postsecondary planning as scholarship opportunities open and work continues around FAFSA/ORSAA, college, career, trades, and workforce pathways.

We will also continue strengthening our partnerships with **families, community organizations, businesses, and agencies** so that students have access to a broad network of opportunities and support.

As we move toward the end of the first trimester, our focus remains clear:

What can we do collectively to help every student be successful?

Grow • Achieve • Succeed

SCHOOL BOARD REPORT
Pacific Ridge Elementary School

Month: October 2026

Enrollment: 535

- Weekly Family Newsletter
  - Principal's Update 09/14/26
  - Principal's Update 09/08/26
  - Principal's Update 09/22/26
  - Principal's Update 09/28/26
  - Principal's Update 10/06/26
- School events calendar *PacRidge website calendar

Upcoming Events:

- Tuesday, November 10th, 6-7 PM, Parent Teacher Organization (PTO) Meeting in PacRidge Library
- Thursday, November 12th, 5-7PM, PTO Family Fall Festival at Pacific Ridge, join us for fun carnival games & food

Highlights:

- Wednesday, October 7th, Pelican Brewing Fundraiser, 100% of bingo cards & 50% of restaurant profits will be donated to our PTO.
- Tuesday, October 13, Surprise Attendance Day - Staff cheering students in for our first surprise attendance day & each student who showed up received a fun attendance bracelet
- Parent Teacher Conferences last week on Thursday, October 15th & Friday, October 16th were well attended.
- Shout out to our community member who donated $25 for each teacher at PacRidge to use at the Scholastic Book Fair.
- October 21st, Unity Day - Wear Orange for National Bullying Prevention Day

Other News:

- The PIP (Puffin's Incredible Points) Store is OPEN! We're excited to celebrate the Grand Opening of our PIP Store. Students can earn PIP Tickets when staff recognize them for showing perseverance, being safe, respectful, responsible, and other awesome choices throughout the school day. Each class will have a chance to visit the PIP Store once a week, where students can use the tickets they've earned to "shop" for fun prizes! It's a fun way to recognize our Puffins for making positive choices and showing what it means to be a great member of our Pacific Ridge community.
- Golden Attendance Tickets - Each week the grade level with the best attendance receives a golden ticket for each classroom. Golden Attendance tickets are worth double points & classes save these up for fun classroom rewards such as PJ day or bring a stuffy to school day.
- Our next great attendance challenge is Pip's Popcorn Party. The first three classes to have 10 perfect attendance days will receive a popcorn party with Pip!

SCHOOL BOARD REPORT
Pacific Ridge Elementary School

Month: September 2026

Enrollment: 539

- Weekly Family Newsletter
    - Principal's Update 08/28/26
- School events calendar *PacRidge website calendar

Upcoming Events:

- September 14th-18th, The Dental Foundation of Oregon's mobile dental van, the Tooth Taxi, whose mission is to improve oral health for Oregon's children, is at our school this week to continue treatment on students who signed up last May
- Thursday, September 24th, Picture Retake Day
- Tuesday, October 13th, 6-7 PM, Parent Teacher Organization (PTO) Meeting in PacRidge Library
- Thursday, October 15th & Friday October 16th, Parent Teacher Conferences in person & Scholastic Book Fair in PacRidge Library

Highlights:

- Our Open House was the Thursday prior to school starting and was very well attended by our students and families. Students and families were excited to meet their teacher, visit the classroom and drop off supplies.
- Students are working hard to complete their iReady Inform & Benchmark assessments this month and will be starting our WIN (What I Need) programming on September 24th for 1st-5th graders. Kindergarten will begin to walk to WIN groups in October.
- We currently have 2 high school cadet teachers working at PacRidge daily. It's great to have extra help in our classrooms. Our students look up to the cadet teachers as role models, and everyone (teachers & cadets & students) are really enjoying the program. It's nice to be so close to both campuses so we can provide this opportunity.
- The Food 4 Kids program, which provides food bags to families in need each Friday, will start this month.
- SMART, or Start Making a Reader Today, volunteer program will begin in October. Last year we had 14 dedicated volunteers reading to students weekly and we're hopeful for even more this year. Want to volunteer? Go to Smartreading.org to volunteer or donate.

Other News:

- We're still working to hire two more special education instructional assistants and a custodian to be fully staffed with our classified employees.

SCHOOL BOARD REPORT
Pacific Ridge Elementary School

Month: August, 2026

Enrollment (as of 8/14/2026): 546

- Weekly Family Newsletter - Principal's Update
- School events calendar *PacRidge website calendar

Upcoming Events:

- Community Baby Shower, Friday, August 21st, 3:00-6:00 PM
- Open House, Thursday, August 27th, 6:00-7:30 PM at Pacific Ridge
- First Day of School 1st-5th, Monday, August 31st,
- Incoming Kindergarten Parent Meetings, Monday, August 31st & Tuesday, September 1st, 7:45-3:45 PM
- Preschool Orientation Parent Meetings, Monday, August 31st & Tuesday, September 1st, 7:45-3:45 PM
- Back to School Community Event Night, Thursday, September 10th, 5:00-7:00 PM at Sunset Parks & Recreation

Highlights:

- Keep Track of Time (5).pdf
- https://www.facebook.com/share/r/1J8yYLxRDB/ We missed you! video
- PTO is generously providing each certified teacher with $350 to purchase items for their classroom this school year.
- Over the past few weeks, Pacific Ridge has been a busy place! We've been welcoming students for Jump Start Kindergarten, ESY for our SPED students, and summer school for our primary grades.

Other News:

- We're fully staffed with our licensed teachers & are working to hire two more special education instructional assistants to be fully staffed with our classified employees.

SCHOOL BOARD REPORT
[OSEA]

Date: 10/14/2026
Prepared by: Meghan McKeown

1. Association Updates –

Classified staff are excited to be back in the building and with students.

We currently have a full Executive Board (Eboard) and several staff who have shown interest in being Stewards in their buildings. It is great to have the support so I, as president can better assist the staff.

The Eboard would like to thank Mr. Roberts and the District office staff's proactive approach to handling the payroll issues and communication with us on all levels.

The Eboard is excited to see what the future holds for all staff, students, families, and the community.

---

2. Current Priorities and Areas of Focus

- Employee recruitment and retention -
    - We have some concerns occurring with IA's regarding support from case managers but Admin is aware.
- School safety -
    - We appreciate the response to the threat that was made as well as the notification of the bears.

SCHOOL BOARD REPORT
Seaside Education Association

Date: October 13, 2026
Prepared by: Becky Seybold

1. Association Updates – Briefly share significant activities since the last Board report.

- Payroll grievance is still on hold.
- We have assembled a bargaining team and will begin meeting this month to draft our proposal.

2. Celebrations and Recognition – Recognize positive accomplishments of staff, students, programs, or the District.

- Nothing new to report at this time.

3. Current Priorities and Areas of Focus – Identify broad areas currently important to the association.

- The main focus right now is beginning the bargaining process. The team is assembled so next is surveying our members to gather information on what we should focus on.

4. Districtwide Observations – Provide constructive observations regarding issues affecting employees and students.

What is working well:
- Same as last month. We appreciate clear communication between all levels of admin and staff.

Opportunities for continued attention:
- The attendance policy that was implemented 3 years ago is still causing some confusion among certified staff. This has been addressed with Jeff and will be an ongoing conversation.

5. Upcoming Activities
Share upcoming events or priorities.

- SEA monthly leadership meeting and bargaining team meeting this week