



Agenda

North Clackamas School Board
Thursday, November 9, 2023 - 6:30 PM
Board Room/YouTube
12400 SE Freeman Way
Milwaukie, OR 97222

Times listed on the agenda below are only estimates and may be adjusted.

OPEN SESSION

6:30	Call to Order	
	Community Comments	
	Native Land Acknowledgement	3
	Flag Salute	4
	Minutes - October 26, 2023	5
	Minutes - November 2, 2023	7
	Consent Agenda	
	A. Employment Changes	
	B. Travel Request - Rex Putnam High School Varsity Cheerleading	8
	C. Travel Request - Sabin-Schellenberg Professional Technical Center	14
	Building Construction	
7:05	1. North Clackamas Education Association (NCEA) Featured Educator	
7:15	2. School Presentation: Alder Creek Middle School	20
	Presenter: Petra Callin	
7:40	3. Human Resources Hiring Update - Report	37
	Presenter: Michelle Riddell	
8:10	4. North Clackamas Education Foundation Update - Report	56
	Presenter: Shay James	
8:40	5. Oregon School Board Association Election - Discussion	64
	Presenter: Jena Benologa	

8:45	6. Easements for Bilquist Elementary School - Discussion/Action	97
	Presenter: Cindy Detchon	
8:55	7. Budget Committee Appointments - Discussion/Action	105
	Presenter: Jena Benologa	
9:10	Adjourn	



Native Land Acknowledgment

We acknowledge the land on which we sit and which we call the North Clackamas School District rests on the traditional and indigenous lands and village sites of the Native peoples of the Kalapuya, Chinook, Molalla, and the Clackamas. We take this opportunity to offer gratitude for the ability to learn, work, and be a community on this land, and we offer thanks to the original caretakers of this region. We recognize the historic policies of colonization, genocide, relocation, and assimilation that affected Indigenous and Native families both past and present and that will affect those in the future, and honor the resilience and revitalization of our Indigenous and Native communities. We pay our respects to the Elders, both past and present, who have been the stewards of this land throughout the generations.



Flag Salute

I pledge allegiance to the Flag of the United States of
America, and to the Republic for which it stands, one Nation
under God, indivisible, with liberty and justice for all.

**NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
October 26, 2023
Board Room/YouTube**

Open Session

With due notice having been given and a quorum present, Chair Jena Benologa convened open session at 6:31 p.m. with the following members present:

Jena Benologa	–	Chair
Kathy Wai	–	Vice Chair
Mitzi Bauer	–	Director
April Dobson	–	Director
Paul Kemp	–	Director
Shay James	–	Superintendent
Donna Collingwood	–	Board Secretary

Also present were Cindy Detchon, Tiffany Shireman, Matt Makara, Petra Callin, Khaliyah Williams-Rodriguez, Michelle Riddell, Tammy O’Neill, and Patricia Ahrens.

Community Comments -

- Michael Corbus, (on behalf of their daughter Kylie Corbus), Oak Grove, spoke regarding freedom of speech.
- Michael Corbus, Oak Grove, spoke regarding freedom of speech.
- James Bong, Milwaukie, spoke regarding the traffic flow near Rex Putnam High School.
- Alexandra Lander, Milwaukie, spoke regarding the traffic flow near Rex Putnam High School.
- Joyce Johnson, Milwaukie, spoke regarding the traffic flow near Rex Putnam High School.

Kathy Wai read the Native Land Acknowledgement. April Dobson led the Pledge of Allegiance.

R23/24-22

Minutes – Mitzi Bauer moved, Kathy Wai seconded the motion to approve the minutes of the regular Board Meeting held October 12, 2023.

Motion passed unanimously, 5-0.

R23/24-23 **Minutes** – Kathy Wai moved, April Dobson seconded the motion to approve the minutes of the Governance Board Meeting held October 21, 2023.

Motion passed unanimously, 5-0.

R23/24-24 **Consent Agenda** – April Dobson moved, Mitzi Bauer seconded the motion to adopt the consent agenda as recommended:

Employment Changes - Approve employment changes as listed, with a copy of the list made as part of the official minutes, as recommended by the Executive Director of Human Resources:

- Licensed appointments and terminations

Motion passed unanimously, 5-0.

R23/24-25 **Native American Heritage Month - Proclamation** – Mitzi Bauer moved, Kathy Wai seconded the motion to adopt the proclamation recognizing November as Native American Heritage Month in North Clackamas School District.

Motion passed unanimously, 5-0.

Budget Committee Vacancies Update - Report - Jena Benologa gave an update on the progress toward filling Budget Committee vacancies.

Early Learning Presentation: Elementary Programs – Executive Director of Elementary Programs Patricia Ahrens, Early Learning Coordinator Jen Burkart, Associate Director of Teaching, Learning & Professional Development Dianna Ngai, and Coach Marie Claire Wonacott gave an overview of the progress and initiatives related to early learning. Questions and comments from the Board were addressed.

Multiple Pathways at New Urban High School - Presentation - Executive Director of Secondary Programs Petra Callin presented an overview of the multiple pathways program. Questions and comments from the Board were addressed.

Student Success Act: Student Investment Account Annual Report - Student Investment Account Administrator Joel Stuart and Director of Integrated Programs Jen Dove-Kiltow presented an annual report on the student investment account. Questions and comments from the Board were addressed.

There being no further business to come before the Board, the meeting adjourned at 8:49 p.m.

Unapproved

**NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
November 2, 2023
Board Room/YouTube**

Open Session

With due notice having been given and a quorum present, Chair Jena Benologa convened open session at 6:02 p.m. with the following members present:

Jena Benologa	—	Chair
Kathy Wai	—	Vice Chair
Mitzi Bauer	—	Director
April Dobson	—	Director
Paul Kemp	—	Director
Shay James	—	Superintendent
Donna Collingwood	—	Board Secretary

Also present were Ivonne Dibblee, Tiffany Shireman, Cindy Detchon, and Matt Makara. District employees and community members were provided a live stream on YouTube.

Kathy Wai read the Native Land Acknowledgement. April Dobson led the Pledge of Allegiance.

Budget Committee Interviews - Board members interviewed the following candidates to fill Budget Committee positions 8, 11 and 14.

- Simona Beattie
- Sarah Howell
- James Merten
- Jennifer Pope

Discussion - Time was made available for the Board to comment on the qualities of the candidates.

There being no further business to come before the Board, the meeting adjourned at 7:02 p.m.

Unapproved

TRAVEL REQUEST

Rex Putnam High School Varsity Cheerleading

CONSENT B

November 9, 2023

SUPERINTENDENT’S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Rex Putnam High School is requesting permission for 13 students and 2 chaperones to travel to the NCA Nationals Cheerleading Competition, January 18-22, 2024 in Dallas, Texas. This trip will cost a total of \$1,051.81 per student. Students will pay \$482.86 out of pocket with the remainder of the cost being paid by fundraising, scholarships and school budget. No student will be denied participation due to lack of funds. Students will have the opportunity to compete in several career and leadership development events.

SOURCE OF FUNDS:

See attached Application for Permission to Travel

ATTACHMENTS:

Application for Permission to Travel and required attachments

STAFF CONTACT:

Petra Callin, Executive Director of High Schools



2023-2024 Application for Permission to Travel

Section I – General Information (check all that apply)

- Requires Principal Approval, Requires District Approval, Requires Board Approval, First time travel for this group/itinerary OR Annual/Repeated trip (i.e. annual Fall choir retreat)

School: Rex Putnam High School Name of group: Varsity Cheerleading
Dates of travel: 01/18/2024 -01/22/2024 Initiator: Roxanne Brown
Destination: Dallas, Texas Application date: 10/08/2023
Number of nights of overnight stay: 4 Time of departure: 7:00 AM
Number of school days students will miss: 3

Rationale for missed school days:
Travel days to fly to Dallas - competition begins January 19 and concludes January 21, travel back to Portland January 22.

Number of students: 0 male 13 female Number of chaperones: 0 male 2 female

Background checks will be completed and verified on all chaperones. Background checks must be submitted every three years. Gender ratio of students should be reflected in chaperones.

Person verifying background checks will be: Richard Chew Initial here when completed: RAC

Purpose of travel:
NCA Nationals Cheerleading Competition - varsity cheerleading will compete in Game Day and Performance divisions.

What plans have been made for school make-up work when trip requires students miss school?
Students will communicate with teachers two weeks prior to the trip, plan for missed days and complete homework.

What specific responsibilities have been assigned to the chaperones?
Coaches will be chaperoning and will travel with students, coordinate schedule, complete on site registration, account for students whereabouts throughout the trip and perform room checks.

Section II – Budget Information – Cost per Student

Expenses (per student)

- 1. Transportation \$ 337.81
- 2. Lodging (no home stays) \$ 215.00
- 3. Meals \$ 150.00
- 4. Fees/Event Expense \$ 249.00
- 5. Other \$ 100.00
Description of other expenses: Rent two vehicles, parking
- 6. **Total cost per student (total lines 1 through 5):** \$ 1,051.81
- 7. # of chaperones 2
- 8. # of students 13
- 9. **Total # of students + chaperones** 15
- 10. **Total cost of participation (Line 6 x Line 9):** \$ 15,777.15
- 11. Substitute Teachers: (rates are effective 2023-2024)
 - a. # Full-Day Substitute(s) x # of Days @ \$302.95 = \$ 0
 - b. # Half-Day Substitute(s) x # of Days @ \$151.48 = \$ 0
 - c. **Total Sub Cost** \$ 0

TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.): \$ 15,777.15

Funding

- 1. Current school account balance: 3,247.21
- 2. Amount of fund balance allocated for this trip: 2,000.00
- 3. Projected fundraising income*: 2,500.00
- 4. Projected contributions (donations)*: 5,000.00
- 5. OUT OF POCKET (per student): 482.86 (6,277.15)

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 15,777.15

*Describe projected fund-raising activities and contributions:

Community sponsorships, kids clinic, popcorn fundraiser, chocolate and meat sales

No students will be denied participation due to lack of funds. Adequate sources of revenue must be made available to all students.

Section III – Transportation and Lodging Information

Transportation: NCSD bus Nondistrict commercial transportation (bus, train, plane)
 NCSD mini bus (Type 20) Private/personal vehicles (Must have parent/guardian release form)
 Rental Vehicle* (no rental of 15-passenger vans allowed)

For use of NCSD minibus, please identify the NCSD current certified mini-bus drivers:

Name of minibus Driver(s): N A

NCSD mini buses cannot be used for trips which total more than 600 miles round trip.

Number of miles round trip: N/A

*Drivers of rental vehicles must be approved via the District’s driver certification process. Contact Risk Management to complete the certification process (allowing a minimum of two weeks for processing with the State DMV).

Name of rental vehicle Driver(s): Roxanne Brown

Kristina Lawson

Name the type(s) of non-district transportation to be used (including to and from airport) and company name:

Students will be taken to the Portland airport by their parents and picked up by their parents at the airport upon our return. Alaska Airlines to and from Dallas, TX. Avis Rental Car one mini van and one large size SUV while in Dallas.

Name and location of lodging and description of room arrangements (chaperones may not share rooms with students; see item #2 under Chaperone Guidelines). Students are not allowed to stay with host families without written permission from Superintendent or designee. This is in accordance with Volunteer Policy IICC-AR(1):

Crowne Plaza Dallas Downtown 1015 Elm Street, Dallas, TX, United States, 75202
Double queen hotel rooms (four rooms with three students per room in three rooms and one room with four students, coaches will have their own hotel room)

For all travel requests, transportation details and a pre-trip driver requirements forms (If driving a Type 20 NCS D minibus must be included).

I have read and understand all trip guidelines.

10/08/2023

[Handwritten Signature]

Trip Leader Signature

Date

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

- Detailed Itinerary which includes all planned activities and outline of student expectations specific to the trip.
- Pre-trip Driver Requirements (NCS D minibus-Type 20) upon departure.
- Copy of Permission Release Forms and Emergency Information
- List of chaperones and verification of current background check on file.

Section V – Required Attachments to be sent to district level. (All other forms stay at the building.)

- Detailed itinerary which includes all planned activities and outline of student expectations specific to the trip.
- List of chaperones and verification of current background check on file.

Section VI – Approval

Principal Level: Approved
 Denied

District Level: Approved
 Denied

[Handwritten Signature] 10/11/2023

Principal Date

[Handwritten Signature] 10/23/23

Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

**NCA High School Nationals in Dallas, TX
January 18th– January 22nd, 2024**

Tentative Itinerary:

Thursday, January 18th, 2024

7:00am – Meet at PDX (parent drop-off)
9:00am – Depart PDX, Alaska #392
2:45pm – Land in Dallas, TX
3:00pm – Transfer to hotel in rental vans
4:00pm – Check-in to Crowne Plaza Dallas Downtown
6:00pm – Team Dinner (location TBD)
8:00pm – Team Meeting at Hotel
9:00pm – In Rooms
10:00pm – Lights Out

Friday, January 19th, 2024

9:00am – Breakfast
10:00am – Various practice times throughout the day
6:00pm – Team Dinner (location TBD)
8:00pm – Team Meeting at Hotel
9:00pm – In Rooms
10:00pm – Lights Out

Saturday, January 20th, 2024

8:00am – Day One of Team Competition
Includes: Practice, Warm-up, Competition, and watching/supporting other teams during the day. Team together all day.
6:00pm – Team Dinner (location TBD)
8:00pm – Team Meeting at Hotel
9:00pm – In Rooms
10:00pm – Lights Out

Sunday, January 21st, 2024

8:00am – Day Two of Team Competition
Includes: Practice, Warm-up, Competition, and watching/supporting other teams during the day. Team together all day.
6:00pm – Team Dinner (location TBD)
8:00pm – Team Meeting at Hotel
9:00pm – In Rooms
10:00pm – Lights Out

Monday, January 22nd, 2024

10:30am – Check-out of hotel, transfer to airport in rental vans
11:00 - Team Lunch (Location TBD)
1:00 - Check in airport
3:45am – Depart Dallas, Alaska #303
6:45pm – Arrive at PDX (parent pick-up)

Hotel Accommodations:

Crowne Plaza Dallas Downtown
1015 Elm Street, Dallas, TX, United States, 75202
(214) 742-5678

Competition Venue:

Kay Bailey Hutchinson Convention Center
650 S Griffin St, Dallas, TX 75202
(214) 939-2750

TRAVEL REQUEST

Sabin-Schellenberg Building Construction

CONSENT C

November 9, 2023

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Sabin-Schellenberg Technical Center is requesting permission for 12 students and 2 chaperones to travel to Camp Westwind, December 7-10, 2023 in Otis, Oregon. This trip will be at zero cost to students. Camp Westwind is covering the cost of subs, food, and lodging, as part of the career technical experience. Camp Westwind will provide cabins and students will bunk 4 to a cabin with male and female students being separate. Skills practiced on this trip are part of the Building Construction curriculum. Working at Camp Westwind provides students the unique opportunity to grow valuable real world construction skills and practice team building unavailable elsewhere. This opportunity is also a part of the Work Based Learning for the Building Construction program of study. This trip will be at zero cost to students.

SOURCE OF FUNDS:

See attached Application for Permission to Travel

ATTACHMENTS:

Application for Permission to Travel and required attachments

STAFF CONTACT:

Petra Callin, Executive Director of High Schools

Section II – Budget Information – Cost per Student

Expenses (per student)

- 1. Transportation \$ 0.00
 - 2. Lodging (no home stays) \$ 0.00
 - 3. Meals \$ 0.00
 - 4. Fees/Event Expense \$ 0.00
 - 5. Other \$ 0.00
Description of other expenses: 0
 - 6. **Total cost per student (total lines 1 through 5):** \$ 0.00
 - 7. # of chaperones 2
 - 8. # of students 12
 - 9. **Total # of students + chaperones** 14.00
 - 10. **Total cost of participation (Line 6 x Line 9):** \$ 0.00
 - 11. Substitute Teachers: (rates are effective 2023-2024)
 - a. # Full-Day Substitute(s) x # of Days @ \$302.95 = \$ 0.00
 - b. # Half-Day Substitute(s) x # of Days @ \$151.48 = \$ 0.00
 - c. **Total Sub Cost** \$ 0.00
- TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.):** \$ 0.00

Funding

- 1. Current school account balance: _____
- 2. Amount of fund balance allocated for this trip: _____
- 3. Projected fundraising income*: _____
- 4. Projected contributions (donations)*: _____
- 5. OUT OF POCKET (per student): _____

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): \$ 0.00

*Describe projected fund-raising activities and contributions:
Trip is at 0 cost to students. Camp Westwind is providing the cost of subs, food and lodging.

No students will be denied participation due to lack of funds. Adequate sources of revenue must be made available to all students.

Section III – Transportation and Lodging Information

Transportation: NCSD bus Nondistrict commercial transportation (bus, train, plane)
 NCSD mini bus (Type 20) Private/personal vehicles (Must have parent/guardian release form)
 Rental Vehicle* (no rental of 15-passenger vans allowed)

For use of NCSD minibus, please identify the NCSD current certified mini-bus drivers:

Name of minibus Driver(s): Angela Wright
Jason McCammon

NCSD mini buses cannot be used for trips which total more than 600 miles round trip.

Number of miles round trip: 196

*Drivers of rental vehicles must be approved via the District’s driver certification process. Contact Risk Management to complete the certification process (allowing a minimum of two weeks for processing with the State DMV).

Name of rental vehicle Driver(s): _____

Name the type(s) of non-district transportation to be used (including to and from airport) and company name:

Name and location of lodging and description of room arrangements (chaperones may not share rooms with students; see item #2 under Chaperone Guidelines). Students are not allowed to stay with host families without written permission from Superintendent or designee. This is in accordance with Volunteer Policy IICC-AR(1):
Camp Westwind will provide cabins. Each cabin sleeps 9, students will bunk 4 to a cabin. Male and female students will have separate cabins as will all chaperones. Cabins are clustered, all participants are next door to chaperones

For all travel requests, transportation details and a pre-trip driver requirements forms (If driving a Type 20 NCSD minibus must be included).

I have read and understand all trip guidelines.

Angela Wright
Trip Leader Signature

10/9/23
Date

SUBMIT FORM

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

- Detailed Itinerary which includes **all** planned activities and outline of student expectations specific to the trip.
- Pre-trip Driver Requirements (NCSD minibus-Type 20) upon departure.
- Copy of Permission Release Forms and Emergency Information
- List of chaperones and verification of current background check on file.

Section V – Required Attachments to be sent to district level. (All other forms stay at the building.)

- Detailed itinerary which includes **all** planned activities and outline of student expectations specific to the trip.
- List of chaperones and verification of current background check on file.

Section VI – Approval

Principal Level: Approved
 Denied

District Level: Approved
 Denied

[Signature] 10/23/23
Principal Date

[Signature] 10/25/23
Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Camp Westwind SSC Service Work 2023-24

SSC Building Construction Program

Thursday, December 7th

- 12:25 PM Students arrive at Sabin for 3rd period
- 1:00 PM Pack up & Load up Gear on Buses
- 1:15 PM Leave Sabin
- 3:00 PM Arrive at Camp Westwind Unload Gear
- 3:30 PM **Missy:** Team building

- 5:00 PM Cabin Assignments
- 6:00 PM Dinner Wilson Lodge
- 7:00 PM MacGyver:
Bunk Design & Feedback Session and other crafty activities
- 10:00 PM Head to Cabins
- 11:00 PM Lights out

Friday, December 8th

- 8:30 AM Breakfast
- 9:00 AM Project debrief
Set goals & intentions for the day
- 9:30 AM Morning Work Sessions
- 12:30 PM Lunch Break
- 1:00 PM Afternoon Work Sessions
- 4:00 PM Gear down & Clean up
- 5:00 PM Beach Hike
- 6:30 PM Dinner
- 7:30 PM Group share, Project Updates, Group Games
- 10:00 PM Head to Cabins
- 11:00 PM Lights out

Saturday, December 9th

- 8:30 AM Breakfast
- 9:00 AM Project debrief
Set goals & intentions for the day
- 9:30 AM Morning Work Sessions
- 12:30 PM Lunch Break
- 1:00 PM Afternoon Work Sessions
- 4:00 PM Gear down & Clean up
- 5:00 PM Estuary Hike
- 6:30 PM Dinner
- 7:30 PM Group share, Project Updates, Group Games
- 10:00 PM Head to Cabins
- 11:00 PM Lights out

Sunday, December 10th

- 8:00 AM Personal belongings packed
Sleeping areas swept & sanitized.
- 8:30 AM Breakfast
- 9:00 AM Announcements
Project Update/Stories
- 9:30 AM Work area Clean up
Pack up Gear & Tools
Group photo
- 10:30 AM Clean up Common Areas
Lodge & Main Camp Bathrooms
- 12:00 PM Pack out Lunch
- 12:30 PM Leave Camp Westwind
- 1:30 PM DQ stop
- 3:00 PM Arrive at Sabin
Unload and unpack gear
- 3:30 PM Parents pick up students at Sabin, North Campus

Personal Packing checklist

SCHOOL PRESENTATION:
ALDER CREEK MIDDLE SCHOOL

PRESENTATION
Agenda Item #2
November 9, 2023

SUPERINTENDENT'S RECOMMENDATION:

This item is presented for Board Information.

BACKGROUND:

This year, a school will be highlighted each month and will make a presentation to the School Board to engage in a discussion on student achievement.

Alder Creek Middle School is committed to the mission and goals, emphasizing our continuous pursuit of school improvement and excellence. Alder Creek takes immense pride in the aspects that make us truly unique and will showcase how staff encourages creativity and rigor in our classrooms. We embrace our cultural diversity, foster inclusive environments, striving to create a safe and welcoming environment for all students. Our engagement with families is a cornerstone of our success, as we believe that strong partnerships with parents and guardians are crucial to a student's holistic development.

ATTACHMENTS:

- A. Oregon At-A-Glance School Profile 22-23
- B. Oregon At-A-Glance School Profile 21-22
- C. ACMS Board Presentation Slides

PRESENTERS / STAFF CONTACT:

Petra Callin, Executive Director of Secondary Programs
Kelli Rhea, Principal of Alder Creek Middle School
Linda Stoll, Teacher Alder Creek Middle School
Gabby Rosales, School Counselor Alder Creek Middle School



OREGON AT-A-GLANCE DISTRICT PROFILE

North Clackamas SD 12

SUPERINTENDENT: Shay James | 12400 SE Freeman Way, Milwaukie 97222 | 503-353-6000

Students We Serve

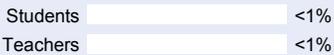


16,545

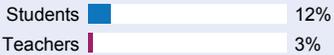
Student Enrollment

DEMOGRAPHICS

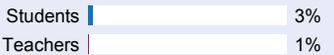
American Indian/Alaska Native



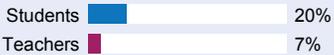
Asian



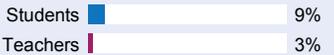
Black/African American



Hispanic/Latino



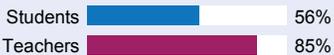
Multiracial



Native Hawaiian/Pacific Islander



White



23%

Ever English Learners



77

Languages Spoken

18%

Students with Disabilities

11%

Mobile Students

39%

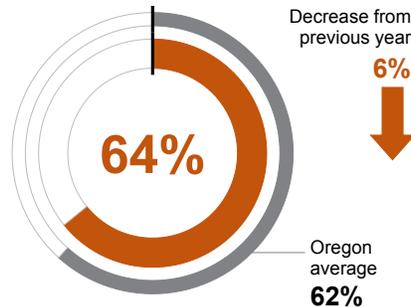
Free/Reduced Price Lunch

*<10 students or data unavailable

District Environment

REGULAR ATTENDERS

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

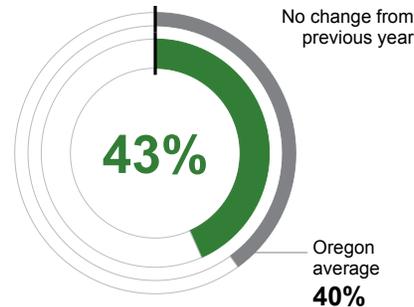


Academic Success

Grade 3

ENGLISH LANGUAGE ARTS

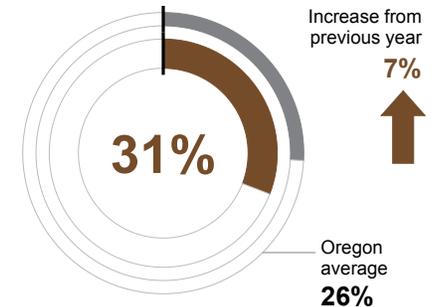
Students meeting state grade-level expectations.



Grade 8

MATHEMATICS

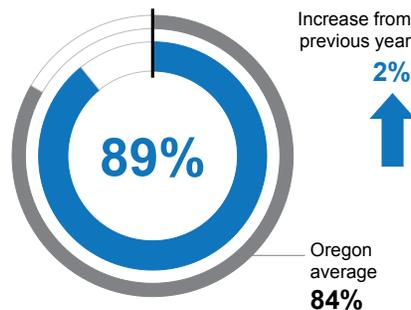
Students meeting state grade-level expectations.



High School Success

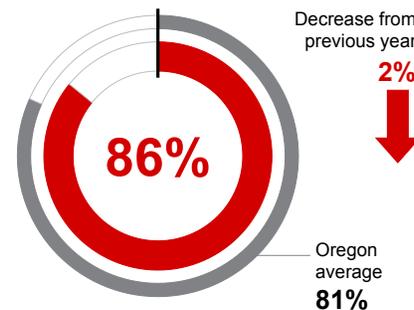
ON-TRACK TO GRADUATE

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



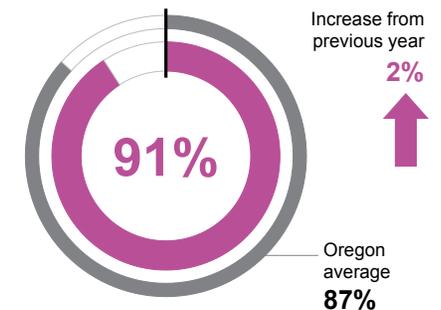
ON-TIME GRADUATION

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



FIVE-YEAR COMPLETION

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



District Goals

The North Clackamas School District's mission is "Inspiring graduates to act with courage in life and to strengthen local and global communities." For 2022-2027, NCS D's key strategic points are: Student Experience & Success, People & Culture, Family & Community Collaboration, and Resources & Service. We create environments where students are inspired to be creative and critical thinkers as they prepare for success in life, college, and career.

State Goals

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



OREGON AT-A-GLANCE DISTRICT PROFILE CONTINUED

North Clackamas SD 12

2022-23

Outcomes

Our Staff (rounded FTE)



60

Administrators



869

Teachers



268

Educational assistants



41

Counselors



0

Social Workers



5

Licensed Librarians



12

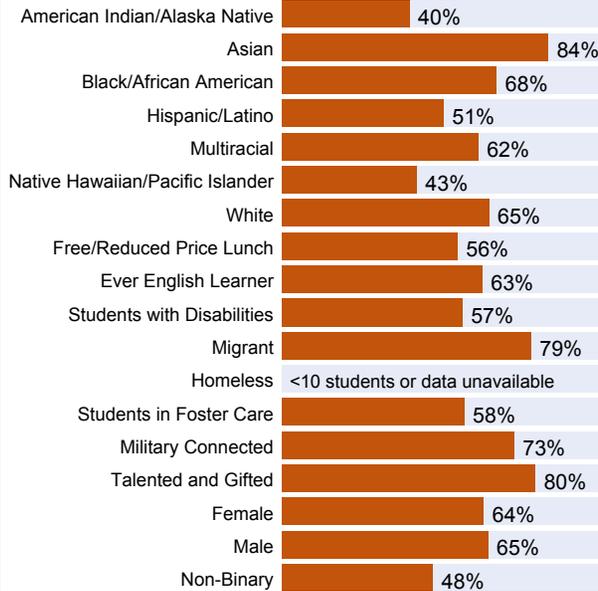
Psychologists



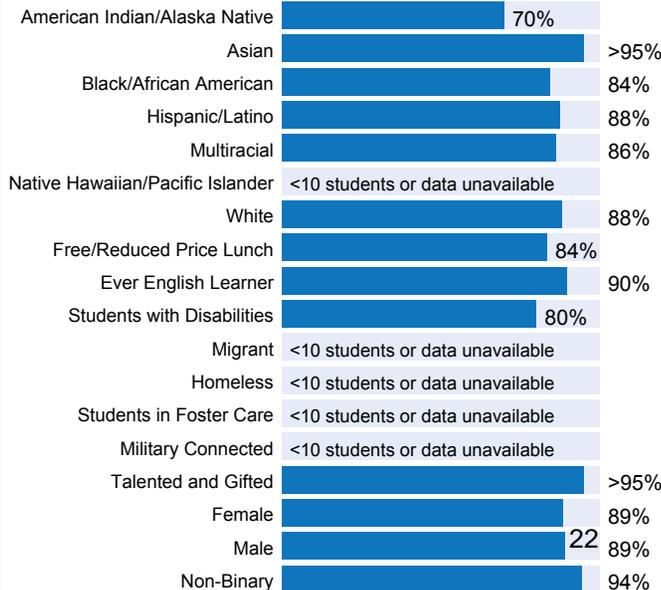
79%

% of licensed teachers with more than 3 years of experience

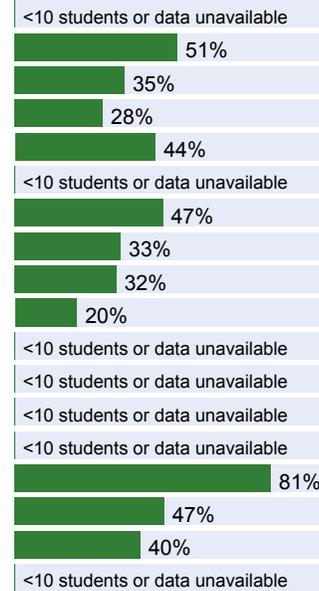
REGULAR ATTENDERS



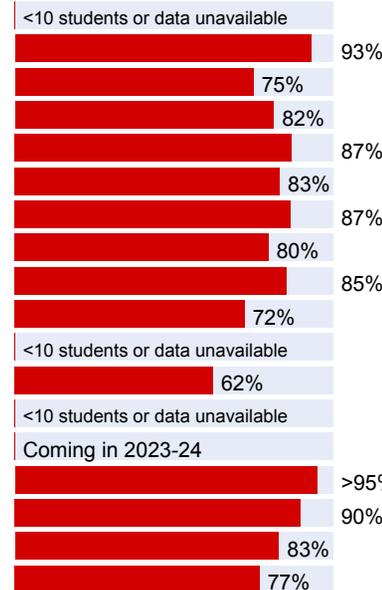
ON-TRACK TO GRADUATE



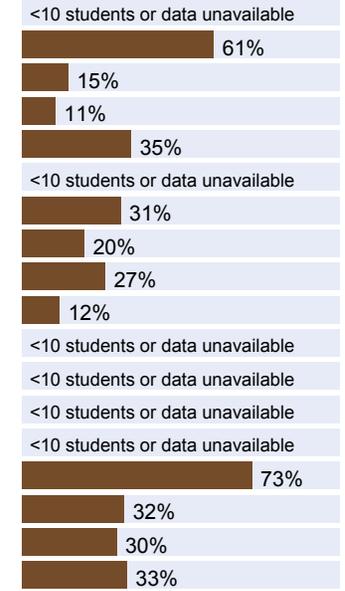
Grade 3 ENGLISH LANGUAGE ARTS



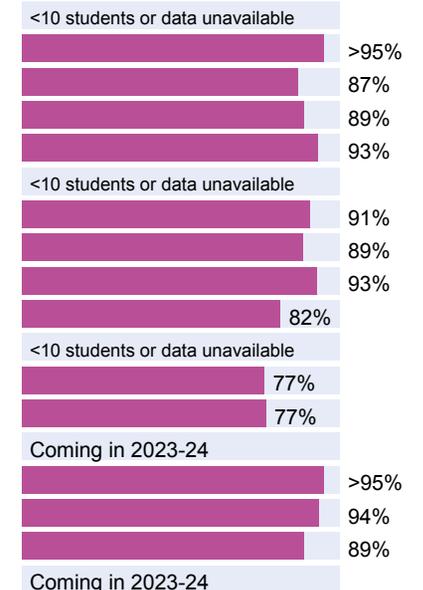
ON-TIME GRADUATION



Grade 8 MATHEMATICS



FIVE-YEAR COMPLETION





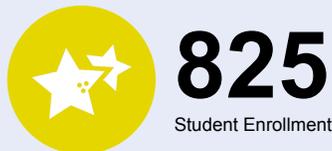
OREGON AT-A-GLANCE SCHOOL PROFILE

Alder Creek Middle School



PRINCIPAL: Kelli Rhea | GRADES: 6-8 | 13801 SE Webster Rd, Milwaukie 97267 | 503-353-5700

Students We Serve



DEMOGRAPHICS

American Indian/Alaska Native	
Students	<1%
Teachers	0%
Asian	
Students	2%
Teachers	4%
Black/African American	
Students	2%
Teachers	0%
Hispanic/Latino	
Students	29%
Teachers	14%
Multiracial	
Students	7%
Teachers	2%
Native Hawaiian/Pacific Islander	
Students	<1%
Teachers	0%
White	
Students	59%
Teachers	81%

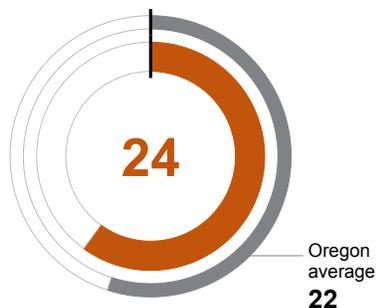
24% Ever English Learners		16 Languages Spoken
21% Students with Disabilities	95% Required Childhood Vaccinations	>95% Free/Reduced Price Lunch

*<10 students or data unavailable

School Environment

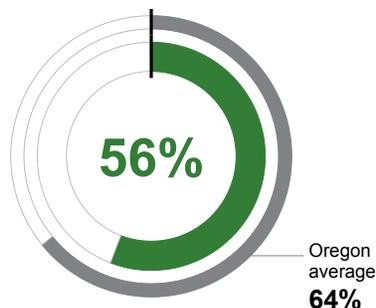
CLASS SIZE

Median class size.



REGULAR ATTENDERS

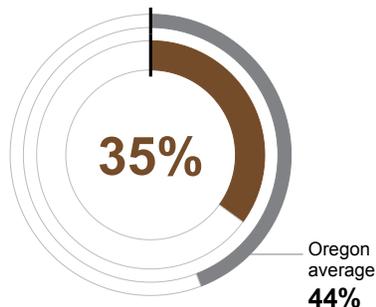
Students who attended more than 90% of their enrolled school days.



Academic Success

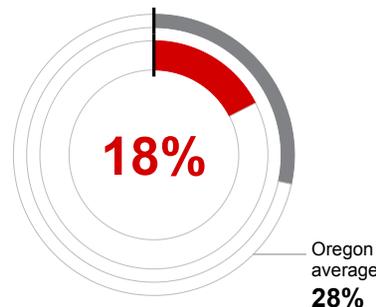
ENGLISH LANGUAGE ARTS

Students meeting state grade-level expectations.



MATHEMATICS

Students meeting state grade-level expectations.



Academic Progress

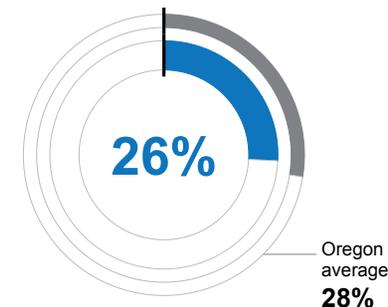
INDIVIDUAL STUDENT PROGRESS

Year-to-year progress in English language arts and mathematics.

Data not available in 2021-22

SCIENCE

Students meeting state grade-level expectations.



School Goals

As NCSD middle school students enter one or our vibrant neighborhood or charter schools, NCSD fosters a joy of learning, nurtures a positive vision for their future, and cultivates a school environment where all cultural heritages are valued. NCSD's middle schools are striving to achieve this by introducing students to a variety of elective options and supporting their academic growth through programs such as Advancement Via Individual Determination (AVID).

State Goals

The Oregon Department of Education is partnering with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2025. To progress toward this goal, the state will prioritize efforts to improve attendance, provide a well-rounded education, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.

Safe & Welcoming Environment

NCSD believes the physical, social, and emotional safety of all students is a priority no matter their demographics or identities. Therefore, NCSD has an obligation to each student, family, staff member, and community member to provide environments that hold a fundamental sense of safety and respect. NCSD values all people regardless of background, race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, disability, or familial status.



OREGON AT-A-GLANCE SCHOOL PROFILE CONTINUED

Alder Creek Middle School



2021-22

Outcomes

Our Staff (rounded FTE)



48

Teachers



9

Educational assistants



2

Counselors/
Psychologists



86%

Average teacher retention rate



69%

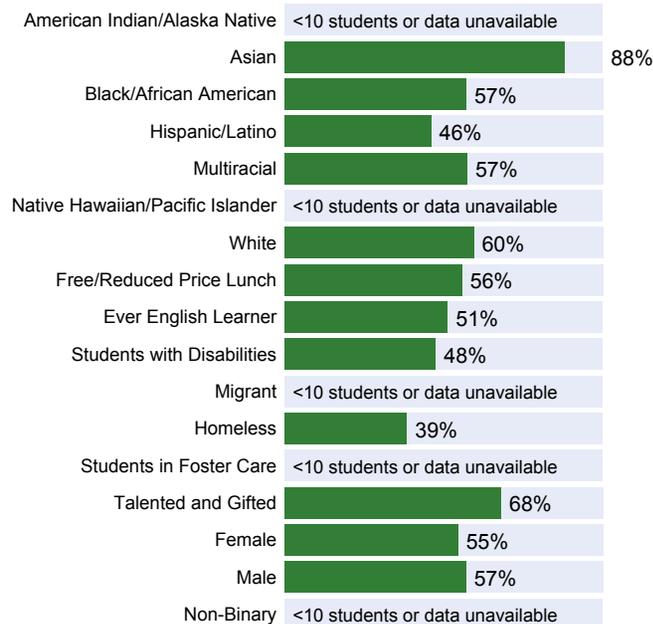
% of licensed teachers with more than 3 years of experience



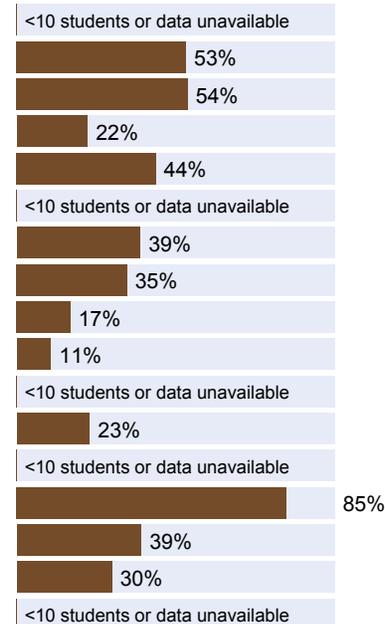
No

Same principal in the last 3 years

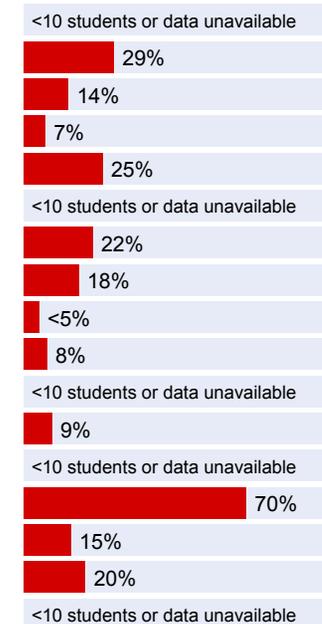
REGULAR ATTENDERS



ENGLISH LANGUAGE ARTS



MATHEMATICS



About Our School

BULLYING, HARASSMENT, AND SAFETY POLICIES

NCSD believes that in order for all students, families, and staff members to feel important and welcome as members of the school community, they must feel safe - physically, emotionally, and psychologically. For this reason, NCSD has a comprehensive set of policies that prohibit bullying and harassment, and NCSD has established multiple reporting and accountability measures designed to assist NCSD to respond quickly to these incidents. Information about NCSD's policies can be found at bit.ly/2CrTbnk.

EXTRACURRICULAR ACTIVITIES

- Cross Country
- Track
- After School Programs
- Student Council, Yearbook
- GANAS Club
- After School Tutoring
- SAGA Club

PARENT ENGAGEMENT

Engaged families are a key component in the academic success of students. NCSD provides multiple forums for families to become invested in their child's education, their schools, and the larger NCSD community. Whether their students are striving or thriving, NCSD believes it is essential for families to actively participate in their children's education, and NCSD's schools know this is a key responsibility.

COMMUNITY ENGAGEMENT

North Clackamas Schools welcomes and values the contributions of its community partners. Local businesses, social service organizations, and numerous individual volunteers add to the richness of the NCSD experience, both inside and outside of classrooms. Volunteers are welcome at our schools, and are a valued source of knowledge and expertise benefiting students and staff.

Alder Creek Middle School



Kelli Rhea
Principal

About Us

At Alder Creek Middle School, we believe that equity, inclusivity, social success and academic success are intertwined. By focusing on these principles, we strive to create a learning environment where every student succeeds academically and also grows into a unique, confident and compassionate young person who is prepared for high school.

ACMS Students

- ★ 844 students
- ★ 30% Hispanic
- ★ 2% Asian
- ★ 2% Black
- ★ < 1% American Indian/Alaskan Native
- ★ < 1% Hawaiian Pacific Islander
- ★ 7% Multi-racial
- ★ 56% white
- ★ 12% English Language Learners (multilingual)
- ★ 20% Students with Special Education Needs
- ★ 26% Participate in our Spanish Dual Language Immersion Program (DLI)



We Embrace Cultural Identity

Ballet Folklórico is an after school club that provides a welcoming space for students to foster confidence in their cultural heritage through dance and music.

Teacher **Karina Ramirez Velazquez** teaches the Ballet Folklórico club.



We Encourage Creativity and Rigor

About 30 ACMS students participate in Mathematics, Engineering, Science Achievement each year. Most of these students are from populations who are historically marginalized and excluded from STEM professions. The MESA mission is to provide students underrepresented in STEM fields with the skills, knowledge, and opportunities to develop their talents, explore technology-based careers, enter college, and compete successfully in the workforce.



29

Alan de la Cruz Díaz was Middle School Student of the Year 2022/2023 school year. Lucy Broughton, Lucy Flowerday, Lily Fanning won 1st place in the National Competition.
Teacher **Jess Augden** leads MESA.

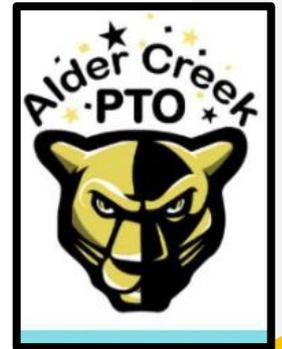


We Include Everyone!

Unified Physical Education (P.E.) is a unique opportunity for students of varying ability levels and backgrounds to come together on equal terms. Unified P.E. focuses on the physical, intellectual and social growth of all participants. Engaging in physical activity and sport alongside peers with and without disabilities helps to foster important social relationships.

Teacher **Amanda Byrne** teaches our Unified PE class.

Family Engagement



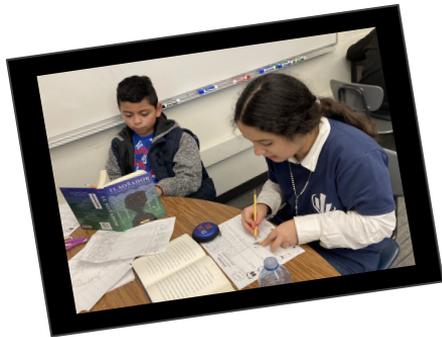
113 hours logged by volunteers

Dual Language Program



Bilingualism and Biliteracy

- Spanish Language Arts and English Language Arts
- Spanish Social Studies
- Bilingual school environment



High Academic Achievement

- Grade level standards taught in both languages
- High school credit for 8th grade Spanish Language Arts



Sociocultural Competency

- Ballet folklórico
- GANAS
- Parent outreach
- Community events



School Improvement

- Classroom Circles - Every teacher has been trained and is implementing classroom circles as a Tier 1 approach to increasing student sense of belonging at ACMS.
- ACMS is reviewing the academic progress of Freshmen at Putnam High School to inform our middle school programming to ensure we are preparing students for their high school experience.
- Teachers at ACMS are working together to increase predictability and decrease variability in experience from one teacher to another. This is happening through carefully planned Professional Learning Communities where teachers use achievement data to inform their instruction.



GOALS

Bond Money At Work

- Bond reserve funds are replacing the tennis courts at ACMS for student use and community use.
- Paving and temporary striping is complete.
- The remaining fence, nets and cleanup are scheduled for the coming weeks.
- The final resurfacing work will resume this June when the warmer/dry weather returns.



**Thank you,
voters!**

**It's a great day
to be a
Panther... Roar**

HUMAN RESOURCES HIRING UPDATE

REPORT

Agenda Item #3
November 9, 2023

SUPERINTENDENT'S RECOMMENDATION:

Update on licensed, classified, and administrative hiring for the 2023-24 school year.

BACKGROUND:

A report is provided annually, providing an update on hiring, recruitment, and retention strategies, with a focus on creating a workforce that more closely represents the racial, ethnic, and linguistic backgrounds of the school district's students.

Staffing Challenges and Recruitment Efforts:

The district faces significant staffing challenges due to a statewide and national shortage of qualified personnel in both licensed and classified positions. The district recently filled the vacant recruiter position, which will focus primarily on classified and licensed hard-to-fill positions.

Licensed Positions:

Despite these challenges, the district successfully filled the majority of licensed positions. Some of the most challenging roles to fill were special education teachers, specialists, and dual language immersion Spanish teachers. To address staffing gaps, we collaborated with staffing agencies to secure school psychologists, a speech-language pathologist, special education teacher, and specialists to ensure there is no disruption in student learning, while we continue to recruit.

Classified Positions:

Classified hiring remains an ongoing effort, with particular difficulties in hiring special education paraeducators, CARE before and after school paraeducators, and nutrition services staff. In January, the district hired a full-time recruiter for Transportation, significantly reducing the number of vacancies in Transportation, an area that has been very hard to fill.

ATTACHMENTS:

2023-2024 Hiring Update

PRESENTER / STAFF CONTACT:

Michelle Riddell, Executive Director, Human Resources
Dr. Keylah Boyer, Associate Director, Recruitment, Retention and Strategic Initiatives,
Alma Morales Galicia, Associate Director, Classified
Will Ruehle, Associate Director, Licensed

North Clackamas School District Hiring Update for 2023-2024

	2014-15 NEW HIRES			2015-2016 NEW HIRES			2016-2017 NEW HIRES			2017-2018 NEW HIRES			2018-2019 NEW HIRES		
	Admin (11)	Licensed (159)	Classified (111)	Admin (12)	Licensed (162)	Classified (101)	Admin (5)	Licensed (162)	Classified (102)	Admin (8)	Licensed (125)	Classified (100)	Admin (10)	Licensed (135)	Classified (102)
Staff of Color	0.0%	15.8%	23.1%	16.6%	16.1%	20.9%	40.0%	10.5%	22.5%	50.0%	21.6%	18.0%	40.0%	21.4%	17.7%
American Indian/Alaskan Native, non-Hispanic	0.0%	1.3%	0.0%	0.0%	0.0%	2.0%	0.0%	0.0%	0.0%	0.0%	1.6%	2.0%	0.0%	1.5%	2.0%
Asian, non-Hispanic	0.0%	3.8%	0.0%	0.0%	3.7%	1.0%	0.0%	1.2%	4.9%	0.0%	4.8%	4.0%	20.0%	5.1%	1.0%
Black/African-American, non-Hispanic	0.0%	0.6%	3.1%	0.0%	1.9%	3.0%	20.0%	0.0%	4.9%	37.5%	2.4%	2.0%	0.0%	3.6%	3.9%
Hispanic, regardless of race	0.0%	5.7%	18.5%	8.3%	8.6%	12.9%	20.0%	6.2%	9.8%	12.5%	9.6%	9.0%	20.0%	7.3%	8.8%
Pacific Islander, non-Hispanic	0.0%	0.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.0%	0.0%	0.0%	1.0%
Two or more Races, non-Hispanic	0.0%	3.8%	1.5%	8.3%	1.9%	2.0%	0.0%	3.0%	2.9%	0.0%	3.2%	0.0%	0.0%	2.9%	0.0%
White, non-Hispanic	100.0%	84.2%	76.9%	83.4%	84.6%	79.1%	60.0%	89.5%	77.5%	50.0%	78.4%	82.0%	60.0%	79.6%	83.3%

	2019-2020 NEW HIRES			2020-2021 NEW HIRES			2021-2022 NEW HIRES**			2022-2023 NEW HIRES			2023-2024 NEW HIRES		
	Admin (17)	Licensed (150)	Classified (97)	Admin (7)	Licensed (102)	Classified (29)	Admin (17)	Licensed (203)	Classified (266)	Admin (15)	Licensed (201)	Classified (105)	Admin (10)	Licensed (150)	Classified (159)
Staff of Color	23.5%	20.0%	33.0%	71.4%	33.3%	58.6%	47.1%	23.6%	44.7%	46.7%	28.4%	60.0%	27.30%	35.30%	37.30%
American Indian/Alaskan Native, non-Hispanic	0.0%	1.3%	1.0%	0.0%	1.3%	3.4%	0.0%	0.0%	1.5%	0.0%	0.5%	0.0%	0.0%	0.7%	0.6%
Asian, non-Hispanic	0.0%	3.3%	6.2%	0.0%	3.3%	6.9%	0.0%	5.4%	6.8%	6.7%	4.0%	5.7%	0.0%	8.0%	5.0%
Black/African-American, non-Hispanic	11.8%	0.7%	4.1%	42.9%	0.7%	3.4%	5.9%	3.4%	1.5%	6.7%	2.5%	1.0%	10.0%	4.0%	1.9%
Hispanic, regardless of race	11.8%	12.7%	20.6%	14.3%	12.7%	41.4%	29.4%	11.3%	18.8%	26.7%	17.4%	19.0%	20.0%	14.7%	20.1%
Pacific Islander, non-Hispanic	0.0%	0.0%	0.0%	0.0%	0.0%	3.4%	0.0%	0.0%	0.8%	0.0%	0.0%	0.0%	0.0%	0.7%	0.0%
Two or more Races, non-Hispanic	0.0%	2.0%	1.0%	14.3%	2.0%	0.0%	11.8%	3.4%	15.0%	6.7%	4.0%	34.3%	0.0%	7.3%	12.7%
White, non-Hispanic	76.5%	80.0%	67.0%	28.6%	66.7%	41.4%	52.9%	76.4%	55.3%	53.3%	71.6%	40.0%	70.0%	64.7%	59.7%

** data of new hires for FULL year

	ALL STAFF - HISTORICAL									
	SY 13-14 (1870)	SY 14-15 (1948)	SY 15-16 (1948)	SY 16-17 (2029)	SY 17-18 (2022)	SY 18-19 (2056)	SY 19-20 (2124)	SY 20-21 (2076)	SY 21-22 (2189)	SY 22-23 (2155)
Staff of Color	8.2%	9.6%	10.0%	10.5%	11.7%	13.1%	14.4%	15.7%	19.4%	21.9%
American Indian/Alaskan Native, non-Hispanic	0.3%	0.2%	0.4%	0.2%	0.5%	0.5%	0.6%	0.7%	0.7%	0.7%
Asian, non-Hispanic	2.2%	2.2%	2.3%	2.2%	2.5%	2.8%	2.9%	2.9%	3.5%	3.8%
Black/African-American, non-Hispanic	0.7%	0.9%	0.9%	1.1%	1.3%	1.4%	1.6%	1.8%	1.8%	1.9%
Hispanic, regardless of race	3.7%	5.2%	4.8%	5.3%	5.4%	6.3%	7.3%	7.9%	9.8%	10.1%
Pacific Islander, non-Hispanic	0.2%	0.2%	0.1%	0.1%	0.2%	0.2%	0.1%	0.2%	0.2%	10.0%
Two or more Races, non-Hispanic	1.1%	0.9%	1.5%	1.6%	1.8%	1.8%	1.9%	2.0%	3.4%	5.2%
White, non-Hispanic	91.8%	90.4%	89.8%	89.5%	88.3%	86.9%	85.6%	84.6%	80.6%	78.1%

vs prev SY

CURRENT 23-24				
Admin (104)	Licensed (1046)	Classified (1027)	All Staff (2177)	Students (17008)
30.8%	17.0%	31.2%	24.3%	44.9%
+3.3%	+2.0%	+2.6%	+2.4%	-0.3%
0.0%	0.3%	0.6%	0.4%	0.3%
2.9%	4.1%	4.7%	4.3%	11.7%
8.7%	1.4%	1.9%	2.0%	2.9%
14.4%	7.1%	13.4%	10.5%	20.0%
0.0%	0.0%	0.4%	0.3%	0.7%
4.5%	3.8%	9.5%	6.5%	9.3%
69.2%	83.0%	68.8%	75.7%	55.1%

New Administrative Staff

Total: 10

New Licensed Staff

Total: 150

*74 New to District

*76 Rehired

New Classified Staff

Total: 159

38

New Licensed Hires

Total: 150

52 Elementary

30 Middle Schl

28 High School

29 Special Education

11 Other

VETERANS

	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
Applied	57	53	56	48	90	74	66	80
Hired	4	5	7	12	3	7	2	2



Human Resources Department Board Update 2023-24 Hiring, Recruitment & Retention November 9th, 2023

Michelle Riddell, Executive Director

Dr. Keylah Boyer, Associate Director, Recruitment, Retention & Strategic Initiatives

Alma Morales Galicia, Associate Director, Classified

Will Ruehle, Associate Director, Licensed



People & Culture

- **Recruit, hire, and retain** exceptional employees with a strong sense of commitment to the school district's mission, vision, and core values.
- Strengthen practices that lead to a **workforce that reflects the diversity** of the North Clackamas community.
- Foster **professional growth and leadership across all levels of the organization.**
- **Cultivate** a collaborative environment that empowers employees and provides job satisfaction.

40

2023-24 Hiring Update

Licensed



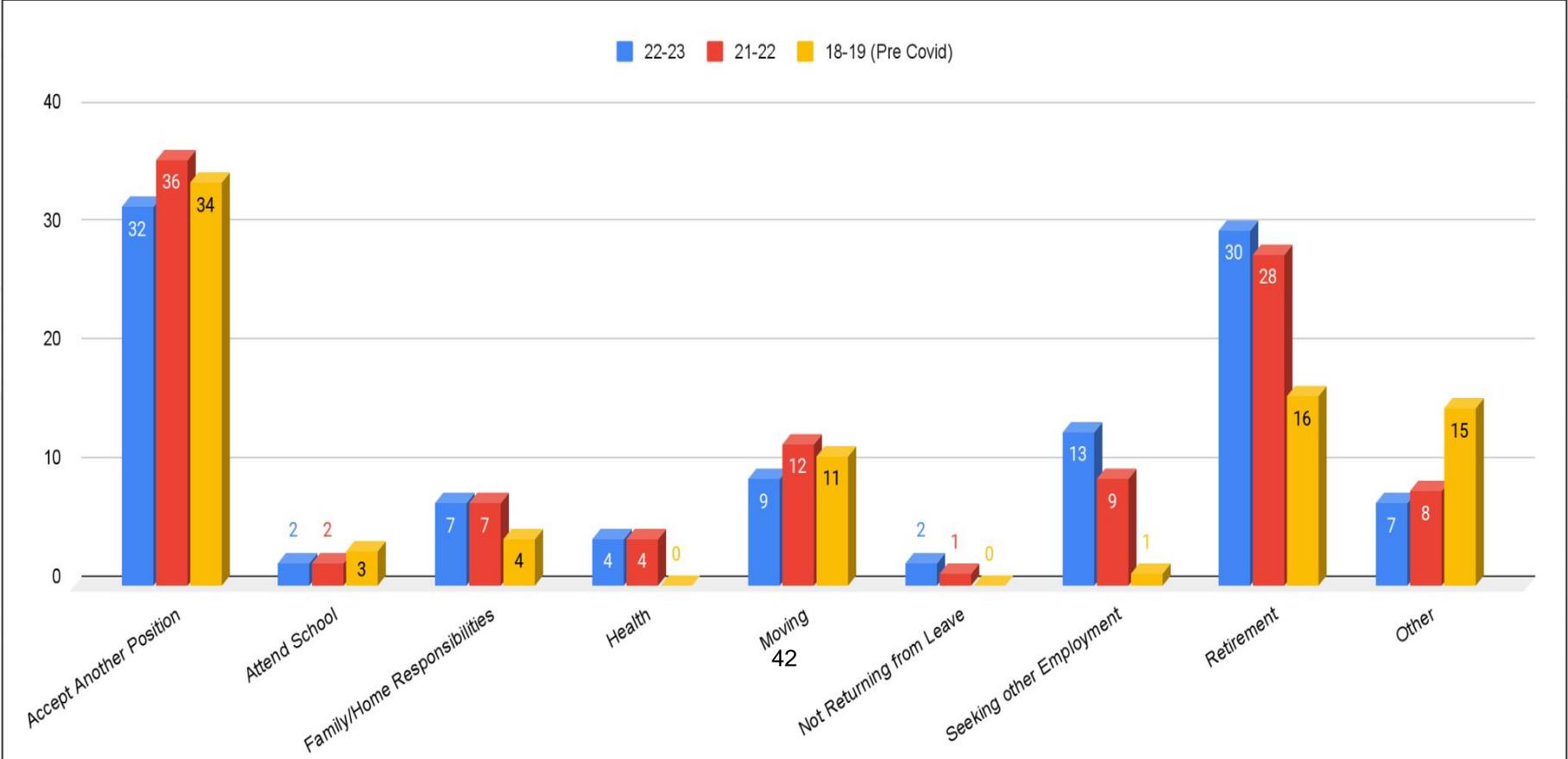
Hired 150 Licensed Staff:

- ★ 74 New to District
- ★ 76 Temporary Staff - Rehired

52 - Elementary **30** - Middle School
28 - High School **29** - Special Education
11 - Other Departments

Processed 320+: Internal transfers, title and/or FTE changes, new hires/rehires and resignations/retirements.

Licensed Staff - Reasons for Resignation



2023-24 Hiring Update

Classified



Hired 159 Classified Staff

Processed 400+: Internal transfers, title and/or FTE changes, new hires/rehires and resignations/retirements

2023-24 Hiring Update

Transportation



- ★ **15 Bus Drivers** (+9 between Jan-June)
- ★ **4 Van Drivers**
- ★ **3 Bus Aides**

Recruiter attended many job fairs including:

- Work Safe
- Goodwill
- Touch A Truck Event
- Summer pop-up community events
- Evening events at many of our schools

2023-24 Hiring Update

Nutrition Services, Custodial & CARE



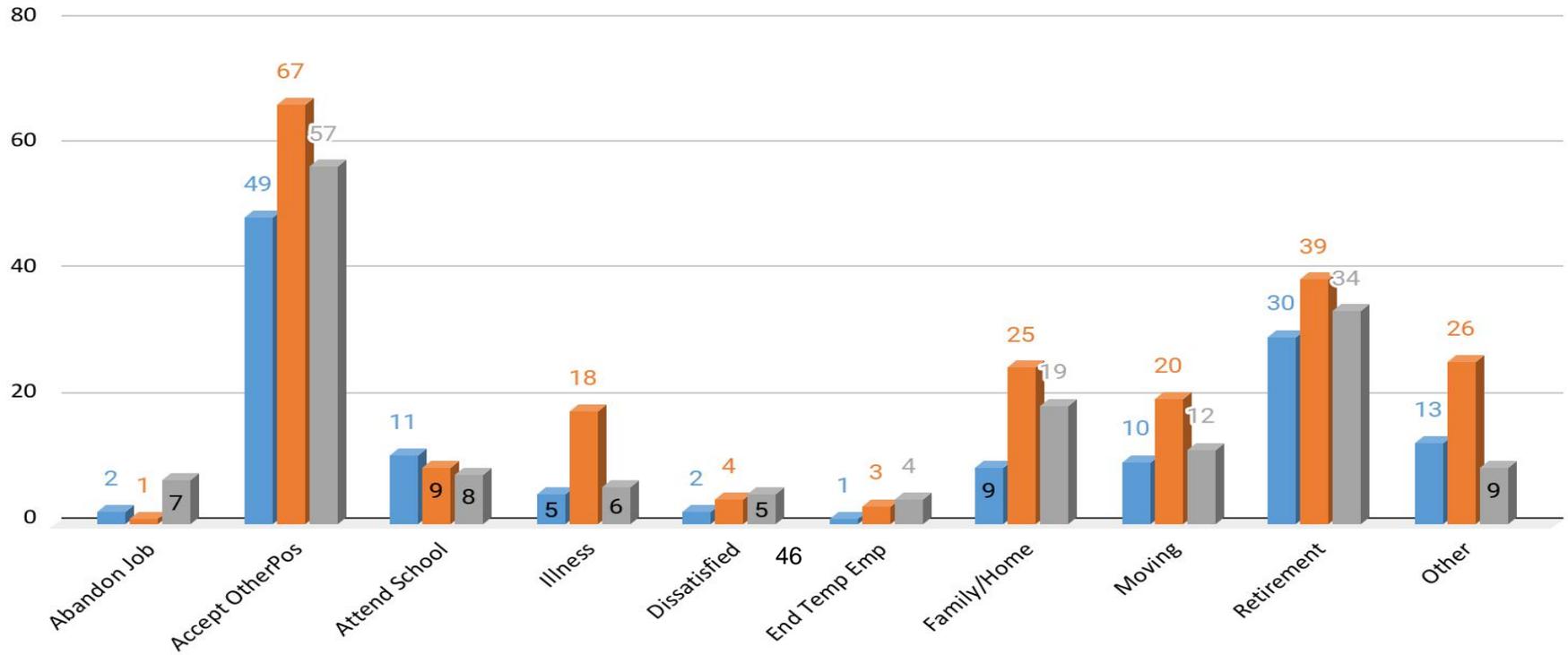
New Hires:

- ★ 15 Nutrition Services Staff
- ★ 12 Custodial Staff
- ★ 10 CARE Staff

Classified Staff - Reasons for Resignation

Classified Resignation

2018-2019 2021-22 2022-23



2023-24 Hiring Update

Administrators



- ★ **Hired 10 Administrators**
- ★ 5 Internal Promotions
- ★ 6 in New Roles

Recruitment Data



2023-24 Staff of Color:

- ★ All Licensed: **17%** (+2% over last year)
- ★ All Classified: **31.2%** (+2.6%)
- ★ All Administrator: **30.8%** (+3.3%)
- ★ All Staff: **24.3%** (+2.4%)
- ★ All Students: **44.9%**

Recruitment Strategies



- Everyone is a Recruiter!
- First ever NCSD Job Fair
- Oregon Professional Educators Fair
- Early Hiring: Letters of Intent for Hard to Fill positions
- Communications Partnership:
 - Recruitment Support: flyers, postcards, social media posts, website, podcasts
 - Recruitment and Community Events

Recruitment Strategies

- **New Streamlined Processes for Hiring**

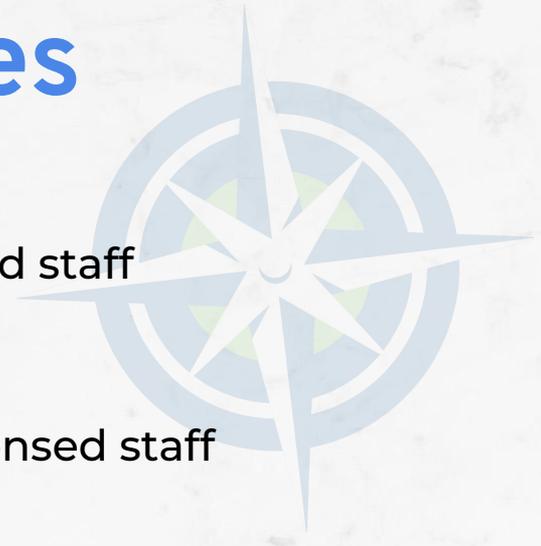
- **Interview Stream** - a video interview software was added for all new Licensed applications including Administrators, Counselors, Social Workers, and Teachers. This provides hiring managers with the ability to screen candidates prior to reaching out to schedule interviews
- **DocuSign** - implemented to send hiring paperwork electronically
- Streamlined the process for hiring NCSD staff for summer programs by using a Google sheet rather than a new application
- Implemented a new Hiring Guide Folder that includes a checklist for hiring managers to use when hiring Licensed staff

Retention Strategies



- **Staffing Shifts to increase supports to Staff and Students**
 - Restructured existing FTE to increase number of School Psychologists
 - Shifted instructional coach FTE to buildings
 - Student and Community Engagement Specialists assigned to buildings
- **Additional supports for Licensed staff**
 - Created more flexibility for paid leave
 - Increased structures for behavioral supports
 - Increased Professional Development:
 - Added a Professional Development Day in October
 - Aligned K-12 Professional Learning Communities (PLCs)
 - Individual planning (SPED workload support)

Retention Strategies



- **Professional Development** increased for Classified staff
 - Special Education Paraeducators
 - Paraeducators
- **Professional Interests Survey** for Classified & Licensed staff
 - Classified staff - 122 responses
 - Licensed staff - 110 responses
- **Bilingual Pathways Grant (ODE)**
 - Tuition support for current NCSD staff enrolled in Bilingual Pathways programs
 - Pathway Mentor - focus on supporting current Pathways cohort students & development of a Grow Your Own Program

Retention Strategies



- **TSPC Licensure Supports**

- Implemented a timeline for reminder emails to staff with upcoming license expiration dates
- Schedule virtual or in person meetings to assist with the application process when needed
- Created a TSPC Renewal Checklist for staff

- **Wellness Program**

- Employee Assistance Program
- Wellness Resources
- Annual Benefits & Wellness Fair
- Benefits Education

Recruitment & Retention Strategy



- **Grow Your Own (GYO) Program**
 - Focus on DLI teachers, Special Education teachers, School Psychologists, & Social Workers and diverse candidates
 - Identifying potential college/university partnerships
 - Creating a multi-year plan for NCSD Staff
 - Regular check ins with current staff enrolled in Counseling, Teacher, and Social Worker programs
 - One-on-one & group sessions with current staff who are interested in learning more about Licensed opportunities
 - Sabin-Schellenberg Student Teacher Pathway Program and presentations in classes that exploration of jobs in NCSD

Thank You
Questions?



NORTH CLACKAMAS EDUCATION FOUNDATION
UPDATE REPORT

REPORT
Agenda Item #4
November 9, 2023

SUPERINTENDENT'S RECOMMENDATION:

This time is provided on the agenda for the North Clackamas Education Foundation's (NCEF) update for the 2023-24 school year.

ORIGINATED BY:

Board Request

BUDGET IMPACT/SOURCE OF FUNDS:

Five-year contract for a total of \$600,000 with a return investment of 1.3 million.

BACKGROUND:

The North Clackamas Education Foundation, a tax-exempt 501(c)(3) organization, was founded in 1992 to provide educational opportunities to students in the North Clackamas School District. The Foundation grew out of the belief that equity and fairness have a great impact on the education of our students.

The North Clackamas School District and the North Clackamas Education Foundation continue to work together for the benefit of our students, staff, and community. Over the years, the North Clackamas Education Foundation has been a tremendous supporter of the North Clackamas School District. The continued success of the School District and the Foundation lies in our ability to work together and further develop our close working relationship. The Foundation will work with the NCS D Board of Directors to share the vision around increasing visibility, marketing efforts, funding, partnerships, and return on investment.

ATTACHMENTS:

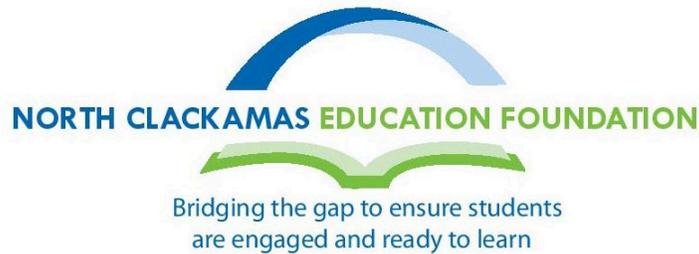
North Clackamas Education Foundation Board Presentation

PRESENTERS:

Shay James, Superintendent

Stephanie Rose, Executive Director North Clackamas Education Foundation

Rory Dunnaback, Board Chair North Clackamas Education Foundation



Awards and Services Provided to the North Clackamas School District in 2022-23

Each year, the North Clackamas Education Foundation awards funding to North Clackamas Schools' students, families, teachers, and programs based on their mission ideals as well as funding prioritized by the District. The distributed awards go toward fulfillment of the five year contract agreement between The North Clackamas Education Foundation and the North Clackamas School District.

Enrichment Grants	Total	\$38,956
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- Classroom Enhancement Grants: \$29,406
- Fund-A-Teacher: \$4,050
- Discretionary Grants: \$5,500
 - Kingsmen Thunder Drumline: \$5,000
 - Milwaukie High School/Milwaukie Academy of the Arts, Student Equity Team: \$500

26 enrichment grants were awarded to educators in 18 schools, impacting approximately 5,000 students. These grants were awarded to teachers with innovative projects that align to NCSD and NCEF missions and/or address a NCSD Key Performance Indicator. Our awards committee was impressed with the innovation projects educators proposed. Projects included;

- Whiteboard Tables, Ardenwald Elementary: Mr. Kirschmann received a grant from NCEF in 2019 for whiteboard surface tables for his special ed classroom at Sunnyside Elementary. After transferring to Ardenwald Elementary, he wanted to replicate the success he experienced with the tables with his new students. This grant purchased 4 whiteboard tables for special ed students for small group learning. More effective than handheld whiteboard, the tables are a fun and unique way of delivering lessons and ensuring students are grasping the concepts.
- Kellogg Creek Restoration and Invasive Species Removal, Rowe Middle School: Purpose: These two companion grants purchased tools for students to use to remove invasive species by Kellogg Creek and to help maintain native plantings. Students worked collaboratively to maintain access for the rest of the school to Kellogg Creek by maintaining trails and common areas. This grant allowed students to better understand their impact on the environment around them and gave them opportunity to find purpose in the ways they can create positive and lasting change.
- Robotic Arm, Sabin Schellenberg Center: This grant provided initial funds to allow students to create and build a robotic arm, supporting their education toward proper manufacturing processes, using machine shop equipment to build the components and assemble the arm. Students also learned circuit board design and layout of control boards, as well as wiring of motors and switches to control the arm.

Our Fund-A-Teacher program has been running for several years now and is starting to pick up steam, raising just over \$4,000 in the 2022-23 school year. Our Fund-A-Teacher program allows educators to submit a project to us to post on our website in order to gain funding and donations from the community. Projects that do not receive funding, or do not qualify for funding, through our Enrichment Grant program are also posted to our Fund-A-Teacher page to give a second chance for funding. 100% of the funds raised through the fundraising campaigns goes to the projects. Last year we saw funding for Ukelele’s, Student Equity Teams, Educational Computer Programs, Flexible Seating at the High School level, and more.

Scholarships **Total** **\$59,500**

For the second year in a row the North Clackamas Education Foundation has had a record setting scholarships award year. We felt it was especially important to support the class of 2021 just as we had the class of 2020 due to their unconventional and difficult Senior year. NCEF now manages 14 unique scholarships, 2 of which are new this year: Alex Hudson Memorial Scholarship, and Future Educator’s Scholarship. In total 32 scholarships were awarded to 28 North Clackamas School District Graduates from 5 high-schools.

Fiscal Agency Funding and other Service Awards **Total** **\$ 33,694**

- Family Support Center: \$7,255.07
- Backpack Buddies: \$7,764.10
- Sojourner: \$1,650
- RPHS Senior Party: \$14,036.67
- Gala Stipends to student music groups: \$500
- Culinary Program: \$2,444
- Title 1 Snacks \$44.22

District Prioritized Funding Areas **Total** **\$95,000**

- k-12 Library Funding Support: \$45,000
- Regulation Room Support: \$20,000
- North Star Award Support: \$5,000
- Ready, Set, Go!: \$25,000

Total All Awards, Distributions and Services Provided to NCSd for 2022-23:	\$227,150
---	------------------



2022-23 Impact Report

Providing District Wide Support

In the 2022-23 school year, NCEF provided **\$227,000** to the students, families, and teachers of North Clackamas Schools. The funding NCEF provides impacts the entire district through funding prioritized by NCEF's mission and District directed funding. This includes funding to resource rooms, k-12 libraries, kindergarten readiness programs, the family support center, enrichment grants, scholarships, and more.



OUR YEAR AT A GLANCE



Scholarships to Seniors

Awarded **\$59,500** to 19 students in 6 NCSD schools.

Grants and Classroom Support

Awarded **\$38,596** in grants, Fund-A-Teacher projects, and direct school funding.

Elementary Library Support

\$45,000 to help build a lifelong love of reading.



Student Support

\$38,700 contribution to programs like Backpack Buddies, Wichita Family Support Center, and student grants.

Regulation Room Support

\$20,000 to create spaces for kids to feel safe, be calm, and navigate complex emotions.



Ready, Set, Go Support

\$25,000 to fund a kindergarten readiness program.

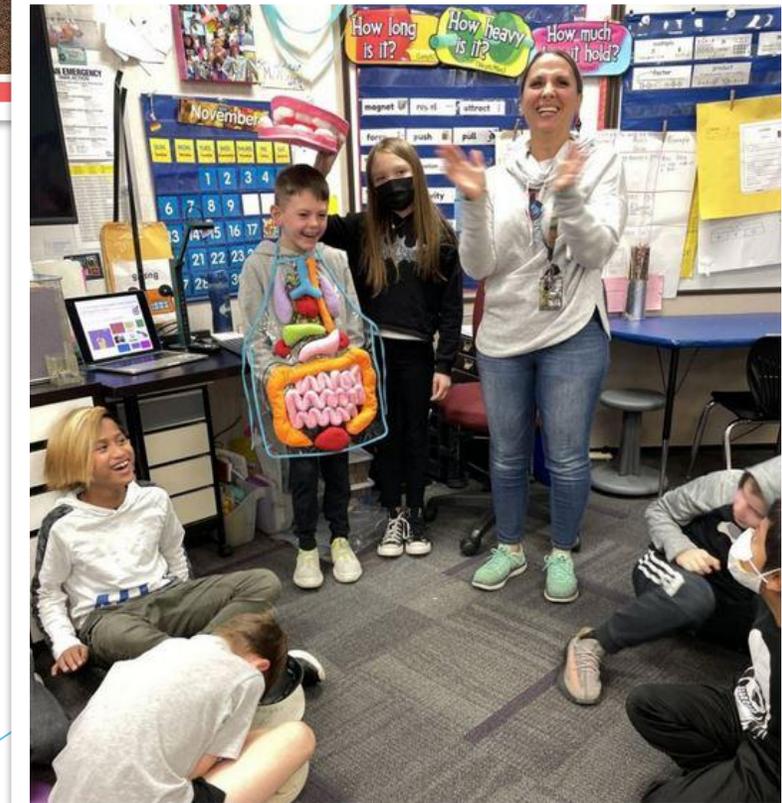
\$38,956 in Grants Awarded

\$29,406 in Classroom Enrichment Grants

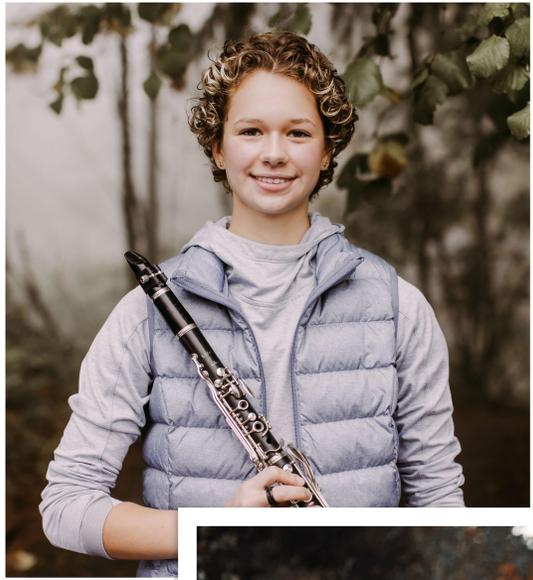
\$9,550 in Discretionary Grants and Fund-A-Teacher Disbursements

- ▶ 18 schools directly benefited from NCEF Enrichment Grants
 - ▶ 28 grants awarded
 - ▶ 5,000 students directly benefited from NCEF grant funds
 - ▶ A wide range of projects were funded, many focused on topics important to students such as environmental impacts, their health, and advancing technology. We also saw requests for funding for classroom needs, sensory tools, and physical education equipment.

Hallway Regulation Station



Scholarships



- ▶ \$59,500 awarded
 - ▶ 20 scholarships
 - ▶ 18 students
- Leo Browne Music
 - Judith Hill STEM
 - Krumm Memorial
 - Patel Krumm Broadcasting
 - Bridges to Success
 - Chartwell's
 - Josh Critchett Memorial
 - Sandi DePaepe Memorial
 - Harold Taylor Scholarship
 - Oaknell Scholarship
 - Alex Hudson Memorial Scholarship

New in 2022-23

Malcolm Ritzer Memorial Scholarship

Facilitating

Owen & Edna Sabin Scholarship

Funding

Sabin Schellenberg Technical Scholarship



WORDS FROM OUR BENEFICIARIES

"It helps my family tremendously."

"Thank you so much for this scholarship, it has opened up so many new possibilities that I never thought I would have the ability to go after."

"We would not be the same school without the NCEF."

"It was through the generous support of this organization that I was able to be the first in my family to graduate university."

"Your contributions go so far in this community."

Looking Into the 2023-24 School Year

- ▶ **Classroom Enrichment Grants**
 - ▶ \$14,795 to 15 projects in 11 schools already awarded this year.
- ▶ **District wide funding so far**
 - ▶ \$45,000 k-12 Library Support
 - ▶ \$20,000 for elementary music instruments
 - ▶ \$8,500 for emergency housing
 - ▶ \$30,000 to the family support center
- ▶ **And more to come!**
 - ▶ 25,000 for college readiness
 - ▶ \$10,000 to JA Biz town
 - ▶ Taking on new partnerships and strengthening the ones we already have
- ▶ **Total Projected Funding for 2023-24**
 - ▶ Minimum \$250,000 in support



SAVE THE DATE

Thank you to everyone who attended our 2023 Let's Grow Gala! We raised \$84,000 and had a great time doing it.

**Our next Gala is
Thursday, April 4th, 2024**

OREGON SCHOOL BOARDS ASSOCIATION ELECTION

DISCUSSION
Agenda Item #5
November 9, 2023

SUPERINTENDENT’S RECOMMENDATION:

This time is provided to allow the Board to discuss the Oregon School Boards Association (OSBA) ballot items.

ORIGINATED BY:

Annual OSBA Election, vote from Board due by December 15, 2023.

BUDGET IMPACT/SOURCE OF FUNDS:

There are no fiscal impacts to the district as a result of the proposed resolutions.

BACKGROUND:

Founded in 1946, Oregon School Boards Association is governed by a member-elected board and serves K-12 public school boards, public charter school boards, education service district boards, community college boards and the State Board of Education. Through legislative advocacy at state and federal levels, board leadership training, employee management assistance and policy, legal and financial services, OSBA helps locally-elected volunteers fulfill their complex public education roles.

As a member of the OSBA, the NCSB Board of Education is eligible to participate in the election of officers to the OSBA Board and the Legislative Policy Committee, and to vote on resolutions that amend the OSBA Constitution or adopt legislative priorities.

The Board may consider ballot items separately and may decline to vote on any of them. After the Board has taken action(s) on the candidates, the Board Secretary will submit the vote via the OSBA on-line ballot.

ATTACHMENTS:

- A. OSBA 2023 Official Clackamas Region Ballot
- B. Candidate Nomination Form, Questionnaire and Personal/Professional Resume for OSBA Board of Directors Position 8 – Chrissy Reitz (only candidate)
- C. Resolution to Amend Oregon School Boards Association's Bylaws Relating to Composition of the Board of Directors
- D. Resolution to Amend the Oregon School Boards Association's 2018 Bylaws

PRESENTER:

Board Chair, Jena Benologa



Dedicated to improving student success and education equity through
advocacy, leadership and service
 to Oregon public school boards.



Election - OSBA 2023 - Clackamas Region (07 08)

2023 OSBA Election

*** 1. Board of Directors Position 7**

Vote

No candidate filed for Board of Directors Position 7

*** 2. LPC Position 7**

Vote

No candidate filed for Legislativ Policy Committee Position 7

*** 3. Board Position 8 (Vote for one)**

- Chrissy Reitz, Hood River County
- Abstain
- No action taken

*** 4. LPC Position 8**

Vote

No candidate filed for Legislativ Policy Committee Position 8

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

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

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

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

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

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

*** 9. Type your name and title.**

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



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See how easy it is to [create a survey](#).

[Privacy & Cookie Notice](#)

OSBA Board of Directors CANDIDATE QUESTIONNAIRE

Name: Chrissy Reitz

Date: 9/18/2023

Address: 1420 Sunset Rd

City/Zip: Hood River, OR, 97031

Business phone: 541-386-2511 - District

Residence phone: 503-381-8024

Cell phone: 503-381-8024

E-mail: chrissy.reitz@hoodriver.k12.or.us

District/ESD/CC: Hood River County School District

Term expires: 6/2027 Years on board: 8

Region: Clackamas

Position #: 8

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

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


Name

9/18/23
Date

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

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

To support the work of public school boards in Oregon through education and advocacy with the goal of ensuring opportunities for all students throughout the state.

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

I hope to continue to be a voice for the unique needs of rural communities and districts. To be a strong advocate for the importance of public education and sufficient funding for all aspects of our education system. I am also interested in exploring innovative ways that our education system can adapt to the ever-changing needs and learning styles of our current and future students.

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

I am an effective communicator, highly organized, and passionate about education. I ran for the State Senate 5 years ago and spent the better part of a year traveling the district talking about the need for a strong public education system accessible to all Oregon families.

OSBA Board of Directors

CANDIDATE PERSONAL/PROFESSIONAL RESUME

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

OSBA Legislative Policy Committee
OSBA Rural Districts Advisory Committee
OSBA Board of Directors, Position 8
Hood River County School District Chair
Other education board positions held/dates:

Hood River County Education Foundation Board Liaison 2016-present
Oregon School Activities Association Board of Directors 2023

Occupation (Include at least the past five years):

Employers:	Dates:
Pistil Designs LLC	11/2021-6/2023

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

High school: Air Academy HS, Colorado Springs, CO 1987-1988, 1989-1991
College: University of Colorado, Boulder, CO 1991-1995/ University of Kansas Medical Center, K
Degrees earned: CU: Bachelor of Arts, Biology/ KUMC: Bachelor of Science, Nursing

Education honors and/or awards:

AAHS: National Honor Society
AAHS: Graduate with Honors

Other applicable training or education:

Activities, other state and local community services:

1. Founder- Gorge Kids Triathlon
 2. Board Member-Gorge Performing Arts Initiative
 3. Past Board Member- Providence Center for Medically Fragile Children
 4. Past Board Member- New Parent Services, Next Door Inc.
 5. Volunteer- Hood River Shelter Services
 6. Volunteer- Music Festival of the Gorge
- Hobbies/special interests:**

Cooking, Reading, Running, Hiking

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

Additional comments:

NOMINATION FORM OSBA BOARD OF DIRECTORS REGIONAL MEMBER

Date: 9/13/2023

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

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

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

Dear Sami Al-Abdrabbuh:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the Clackamas Region, Position # 8.

BOARD CANDIDATE INFORMATION

Name: Chrissy Reitz
District/ESD/Community College: Hood River County School District
Address: 1420 Sunset Rd
City: Hood River Oregon ZIP: 97031
E-mail: chrissy.retiz@hoodriver.k12.or.us Phone: 503-381-8024

This nomination was approved by official action of our board of directors at a duly called meeting on 9/13/2023
(date)



(Board Chair signature)

Board Chair name: Chrissy Reitz
District: Hood River County
Address: 1011 Eugene St
City, State, Zip: Hood River, OR, 97031



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

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

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

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

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

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

WHEREAS, the Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the proposed bylaws amendment designating a Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2023 OSBA election; and

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

Submitted by: OSBA Board of Directors

BYLAWS

OREGON RURAL SCHOOL BOARD MEMBERS CAUCUS

OF THE

OREGON SCHOOL BOARDS ASSOCIATION

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ARTICLE 1

CHARTER

The Oregon School Boards Association (the "OSBA") exists solely to perform essential governmental functions and all of its income must accrue to the State of Oregon or its political subdivisions as required under IRC Section 115. OSBA's mission is to improve student success and education equity through advocacy, leadership and service to Oregon public school boards.

OSBA is aware and acknowledges that diversity is a core value of OSBA. OSBA desires to identify areas of concern and causation, convene a caucus of stakeholders, and create a plan to better promote and support the success of rural students.

To this end, The OSBA Board of Directors has formally recognized the Oregon Rural School Board Members Caucus (the "Caucus") to serve as a resource and provide guidance and leadership for these initiatives to the OSBA Board of Directors

The activities of the Caucus shall align with OSBA bylaws as well as complement, not duplicate, OSBA's efforts on behalf of all local governing boards.

ARTICLE 2

NAME, MISSION AND GOALS:

2.1 Name: This organization shall be known as the Oregon Rural School Board Members Caucus of the Oregon School Boards Association (OSBA).

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

2.3 Goals:

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

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

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

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

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

ARTICLE 3

MEMBERSHIP

3.1 Qualification. All members must support the purposes and goals of the Caucus as set forth in Article 2.

3.2 Members. The Caucus members may include any elected or appointed member of any public board of education in Oregon who are active members in good standing with the Oregon School Boards Association *and serve a school district with a population density of less than 200 people per square mile and/or total school district population less than 20,000 people.* All board members of Oregon Education Service Districts are eligible to participate in the Rural Caucus. If a school board member or district does not meet the aforementioned qualification but feels they are indeed a rural district, an appeal process will be available as outlined in policy. Caucus members may participate in all discussions, vote, and serve as an officer of the Caucus. Members must attend the meeting in person (or virtually) *to vote. Voting by proxy shall not be permitted.*

3.3 Attendees. The Caucus may, in its discretion, invite to participate in any meeting or event any other individuals who support the purpose and goals of the Caucus as set forth in Article 2.

3.4 Membership List. The Membership list shall be maintained by the Secretary/Treasurer.

ARTICLE 4

BUDGET

4.1 Budget. The Caucus shall submit an annual budget request as outlined under the OSBA budget process, including approval by the OSBA Board of Directors. The request shall set forth the areas of concern, recommended actions, and annual goals.

ARTICLE 5

MEETINGS

5.1 Annual Meetings. An annual meeting of the Caucus shall be in conjunction with the OSBA Annual Convention at which time the Caucus shall elect officers and shall conduct other business as may properly be brought before the meeting of the Caucus.

5.2 Regular and Special Meetings.

5.2.1 Regular Meetings. The Caucus shall meet as often as required to achieve the goals outlined in its annual Work Plan. These meetings shall be scheduled for the year at the Annual Meeting.

5.2.2 Special Meetings. Special meetings of the members for any purpose may be called, either in writing or by e-mail, by the President or by a majority of the Executive Committee. Such a request shall state the purpose or purposes of the proposed meeting.

5.2.3 Place of Meetings. Regular and special meetings of the Caucus shall be held at any location (or virtually) within Oregon as designated by the President or the Executive Committee.

5.3 Notice.

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

5.4 **Quorum.** Except as otherwise provided by law, the presence at any meeting of a majority of the Executive Committee shall constitute a quorum.

5.5 **Organization.** The President may determine *in their sole* discretion whether any meeting of the Caucus shall be held in accordance with Robert's Rules of Order.

5.6 **Records.** The President shall see that all correspondence, minutes, agendas, and Charter be sent to and kept on file with OSBA. Minutes from each meeting shall be posted to the OSBA website.

5.7 **OSBA Staff Liaison.** The Executive Director of OSBA shall designate a staff member to serve as a liaison representative to the Caucus. The designee shall not have voting rights.

ARTICLE 6

Rural Leadership Assembly

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

6.2 **Terms.** **The Rural Leadership Assembly members shall each serve two-year terms. The President, Vice-President & Secretary/Treasurer shall each serve a one-year term. The President, Vice-President, Secretary Treasurer, Regional Members, and Members-at-Large may serve any number of consecutive terms.** Each officer shall hold office until the term has expired or until a successor has been duly elected and qualified for the position, or until the officer can no longer hold the position because they no longer qualify to be a member of the Caucus as defined in Article 3 above, or because of removal or death.

6.3 Nomination and Election

6.3.1 **Nomination.** Rural Leadership Assembly members may be nominated by either (a) the nominating committee, or (b) a caucus member at the annual meeting.

6.3.2 **Election.** The members shall elect the Leadership Council by majority vote at the annual meeting. Positions 1, 4, 9, and at large #1 shall be elected in even numbered years, and positions 2, 6, 14, at large #2 and at large #3 shall be elected in odd numbered years.

6.4 Designations

6.4.1 **President.** The President shall preside at all meetings of the Caucus and the Executive Committee. The President shall appoint all standing and special committees and shall be an ex officio member of all committees, except the nominating committee, with voting power. The President shall sign all official reports of the Caucus.

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

6.4.3 Secretary/Treasurer. The Secretary/Treasurer shall keep the minutes and records and shall see that all notices are duly given in accordance with the provisions of law and this Charter, and such other duties as from time-to-time may be assigned by the Executive Committee. The Secretary/Treasurer shall maintain a roster of the current membership. The Secretary/Treasurer shall have the responsibility for receiving and disbursing all funds related to the Caucus in coordination with the OSBA liaison. The Secretary/Treasurer shall report regularly to the Executive Committee, shall prepare a written yearly financial report to be distributed to the members at each annual meeting, and shall perform other duties assigned by the Executive Committee.

6.5 Resignation. A Leadership Assembly member may resign by filing a written resignation with the President or Secretary/Treasurer of the Caucus or the President of OSBA.

6.6 Vacancies. Any vacancy in any office may be appointed for the unexpired portion of the term by a majority of the Leadership Assembly at the next regular or special meeting.

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

ARTICLE 7

EXECUTIVE COMMITTEE

7.1 Composition. There shall be an Executive Committee made up of the President, Vice-President, and Secretary/Treasurer.

7.2 Responsibilities. *The Executive Committee* shall have the following responsibilities and powers:

- (a) To respond to any inquiry or question from OSBA.
- (b) To act on behalf of the Caucus when deemed necessary by the President.
- (c) To review plans and programs to be presented to the Caucus at its meetings.
- (d) *To give direction to the OSBA liaison on legislative action to come before the state legislature on which there is no formal Caucus policy or resolution.*
- (e) Members of the Executive committee will be elected from the Rural Leadership Assembly.

7.3 Ratification. Any actions by the President shall be reported to the Executive Committee as soon as the action has taken place. All actions of the Executive Committee shall be subject to ratification by the Caucus at the next meeting of the members.

7.4 Administration. The Executive Committee shall keep regular minutes of its proceedings and all actions by the Executive Committee shall be reported promptly to the membership. Such actions shall be subject to review by the membership, provided that no rights of third parties shall be affected by such review.

ARTICLE 8

COMMITTEES

The President may establish committees of 2 or more members to serve at the discretion of the President. These committees would consist of such persons and perform such duties as the President designates from time to time; provided, however, that the committees may not act on behalf of the Caucus but may make recommendations to the Caucus for approval. The Chair of any such committee shall be a member of the Leadership Assembly.

ARTICLE 9

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

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

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

ARTICLE 10

GENERAL PROVISIONS

10.1 Amendment of Bylaws

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

10.1.2 Notice of proposed bylaws changes shall be in the annual meeting agenda and sent to all members 15 days prior to the annual meeting.

10.1.3 Omissions from this Charter shall be governed by Robert’s Rules of Order, when they do not conflict with the Charter.

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



Resolution to Ammend the OSBA's 2018 Bylaws

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

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

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

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

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

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

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

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

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



BYLAWS

As Amended by the Membership: December 2018

Suggested Revisions: September 23, 2023

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SECTION 1 PURPOSE

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 2 MEMBERS

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

2.1.1 Local School District as defined under ORS Chapter 332;

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

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

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

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

2.4 Voting Power.

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

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

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

- (d) K-12 Local Districts with an ADMR ~~between of~~ 39,000.1 ~~and above or more~~ shall have five votes.

2.5 Process of Approval of Member Resolutions.

2.5.1 Generally, members shall approve resolutions annually by ballot vote. Members or the board of directors may submit a resolution for member approval. Such resolutions shall be submitted to the board of directors no later than September 30th. The board of directors shall distribute all timely submitted resolutions, together with an official ballot, to the members no later than October 15. Members shall vote by ballot submitted to the board of directors no later than December 15.

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

2.6 Regional Election of Directors and LPC Members

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

~~2.1.4.2 The number of approvals equals or exceeds a majority of the number of returned ballots.~~

SECTION 3 DIRECTORS

3.1 Powers. Except as provided under Section 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of a-the board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.

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

3.3 Number. The board of directors shall consist of not fewer than three nor more than 24-25 persons. The number of directors may be fixed or changed periodically, within the minimum, and maximum by the members.

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

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

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

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

3.5 Composition. The board of directors will be comprised of up to 23 regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, one designated director as defined in the bylaws of the Oregon Rural School Boards Caucus and ex-officio nonvoting members as delineated in Section 3.5.4.

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

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

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

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

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

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

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

3.6 Vacancies. In the event that any director position₇ other than the immediate past president is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. If the board of directors cannot recruit a candidate from the region₂, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term. If there is a vacancy in ~~an OSBA caucus-designated director position~~~~the Members of Color Caucus' director position~~, then the ~~Caucus-caucus~~ shall, as set forth in Section 3.5.3, appoint a new ~~Caucus caucus officer-representative~~ to serve the remaining term.

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

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

3.9 Meetings. An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting. All other meetings are special meetings. A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. The board of directors may hold annual, regular or special meetings at any location in ~~or out of~~ the State of Oregon.

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

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

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

~~**3.123.13 Voting:** If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.;~~

~~**3.133.14 Presumption of Assent.** A director who is present at a meeting of the board of directors when corporate action is taken is deemed to have assented to the action taken unless:~~

- (a) The director objects at the beginning of the meeting, or promptly upon the director's arrival, to holding the meeting or transacting the business at the meeting; and
- (b) The director's dissent from the action taken is entered in the minutes of the meeting.

3.143.15 Compensation. Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution or policy of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

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

SECTION 4 COMMITTEES AND CAUCUSES

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

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

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

(a) Finance committee members serve for a term of two (2) years unless they are appointed to replace a member who left the committee before finishing their two-year term, in which case the member will serve the remainder of the two-year term.

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

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

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

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

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

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

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

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

4.1.4 PACE Trustees: The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE"). As per the PACE bylaws Restated Trust Agreement, the PACE trustees shall nominate trustee candidate(s) to the OSBA board of directors. The nominees shall be elected by the OSBA Board of Directors. If the list of candidates is not acceptable by the board of directors, the PACE trustees will continue to submit nominated candidate(s) for consideration until accepted by the board of directors.

(a) PACE Trustees taking office on or after January 1, 2023, may serve three consecutive three-year terms and, if eligible, may return after a one-year hiatus.

4.2 Other Board Committees. The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the action is taken. The provisions of these bylaws governing meetings, action without meetings, notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors; provided, however, that no committee of the board of directors may:

- (a) Authorize distributions, provided that this restriction does not apply to payment of value for property received or services performed or payment of benefits in furtherance of the Association’s purposes;
- (b) Approve or recommend dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association’s assets;
- (c) Elect, appoint, or remove directors or fill vacancies on the board or on any of its committees; or
- (d) Adopt, amend, or repeal the articles of incorporation or bylaws.

4.3 Advisory Committees. The board of directors may create one or more other committees. Members of these committees need not be members or directors, but at least one director shall serve on each such committee. These committees shall have no power to act on behalf of, or to exercise the authority of, the board of directors, but may make recommendations to the board of directors.

4.4 Caucuses. Caucuses shall exist to enhance the work of the Association by addressing the unique needs of member districts. Caucuses shall:

4.4.1 Clearly articulate the vision, mission and goals of the Caucus.

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

4.4.3 Comply with Association policies and guidelines.

4.4.3.4.4 Caucuses shall be added or eliminated to this provision through the amendment process described in these bylaws.

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

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

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

SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 6 NONDISCRIMINATION

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

SECTION 7 GENERAL PROVISIONS

7.1 Amendment of Bylaws.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

* * * * *

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

DRAFT

EASEMENTS FOR BILOQUIST ELEMENTARY SCHOOL

DISCUSSION/ACTION

Agenda Item #6
November 9, 2023

SUPERINTENDENT’S RECOMMENDATION:

Board approve resolution to dedicate to Clackamas County the following easements for the purpose of road and walkway improvements for Bilquist Elementary located at 15708 SE Webster Road, 97267 as shown in Exhibits A, B and C.

1. A permanent Right of Way Easement for Road Purposes of approximately 581 square feet over the portion of the Bilquist Property;
2. A permanent Public Utility Easement of 356 square feet over the portion of the Bilquist Property;
3. A temporary Construction Easement of 4,702 square feet over the portion of the Bilquist Property.

BUDGET IMPACT/SOURCE OF FUNDS:

The monetary consideration for the foregoing transactions payable to NCS D is fifteen thousand and nine hundred dollars (\$15,900.00).

BACKGROUND:

In 2016, Clackamas County’s Safe Routes to Schools Program identified Bilquist Elementary as grant recipient after extensive student, parent, and community processes. As a result, the following conditions and recommendations were made as a project proposal for Webster Road:

1. Construct continuous sidewalks along the east side of Webster Road (County).
2. Construct curb extensions with curb ramps and add active warning beacon for crosswalk at Bixel Way (County).
3. Construct curb ramps at all legs of the intersection at Webster Road and Clackamas Road (County).
4. Stripe Webster Road with bike lane markings (County).

ATTACHMENTS:

Board Resolution
Property Description Exhibit A
Property Description Exhibit B
Property Description Exhibit C

PRESENTER / STAFF CONTACT:

Cindy Detchon, Assistant Superintendent of Operations

RESOLUTION NO. _____

RESOLUTIONS OF THE BOARD OF DIRECTORS OF NORTH CLACKAMAS SCHOOL DISTRICT NO. 12 (THE “DISTRICT”), DECLARING THE PUBLIC NECESSITY TO GRANT PERMANENT RIGHT OF WAY ACCESS AND UTILITY EASEMENTS AND TEMPORARY CONSTRUCTION EASEMENT TO CLACKAMAS COUNTY OVER PORTIONS OF CERTAIN REAL PROPERTY OWNED BY THE DISTRICT LOCATED AT 15708 SE WEBSTER ROAD, MILWAUKIE, OR 97267 (BILQUIST ELEMENTARY SCHOOL) WITH DUE REGARD FOR SCHOOL USE AND AUTHORIZING THE NEGOTIATION THEREFORE, AND APPROVING SAID TRANSACTIONS.

WHEREAS, the North Clackamas School District No. 12 (the “District”) is authorized and responsible for, without limitation, the student body, instructional delivery, staffing, safety, supply, and transportation services of a public school system, including the location, construction, occupancy, operation, and maintenance of facilities therefore;

WHEREAS, the District owns real property at 15708 SE Webster Road, OR 97267 where the District operates the Bilquist Elementary School (the “Bilquist Property”);

WHEREAS, Clackamas County (the “County”) requires the following easements (the “Easements”) over portions of the Bilquist Property as follows:

1. A permanent Right of Way Easement for Road Purposes of approximately 581 square feet over the portion of the Bilquist Property described and as shown on Exhibit 1 attached hereto;
2. A permanent Public Utility Easement of 356 square feet over the portion of the Bilquist Property described and as shown on Exhibit 2 attached hereto; and
3. A temporary Construction Easement of 4,702 square feet over the portion of the Bilquist Property described and as shown on Exhibit 3 attached hereto.

The monetary consideration for the foregoing transactions is fifteen thousand and nine hundred dollars (\$15,900.00);

WHEREAS, the County intends to perform certain improvements to the existing roadway around the Bilquist Property, including without limitation widening existing shoulders, installing bike lanes, and upgrading existing crosswalks (the “Project”), as part of its larger “Safe Routes to School” program.

WHEREAS, the District is supportive of the Safe Routes to School program and the Project serves to benefit the students, parents, and faculty of Bilquist Elementary School.

WHEREAS, the County engaged a qualified appraiser to estimate the current market value of the real property and rights being granted by the District, and the consideration being paid by the County is consistent with the estimated current market value.

WHEREAS, the consideration and recommendation of the Superintendent and her staff is that the grant of the Easements in favor of the County on the Bilquist Property is in the best interest of the District under the totality of the circumstances;

WHEREAS, the Superintendent and her staff, aided by appropriate consultants and professionals, are best suited to complete the Easements to the County on the Bilquist Property; and

WHEREAS, the Board of Directors of the District having considered and deliberated at a public meeting the public interest and necessity of granting the Easements to the County on the Bilquist Property described above.

BE IT RESOLVED:

1. The proposed grant of the Easements to the County on the Bilquist Property on final terms and conditions to be negotiated by the Superintendent and designees is approved by this Board of Directors of the District, is ratified and approved as the intention of the District, and the Superintendent and designees are authorized and directed to take such actions as may be reasonable and necessary to negotiate for and grant the Easements to the County on the Bilquist Property, including such full faith and credit as the Superintendent and staff shall determine to be in the best interest of the District.

DATED this 9th day of November, 2023.

North Clackamas School District Board of Directors

ATTEST:

BILQUIST ELEMENTARY SCHOOL SIDEWALK IMPROVEMENT
DATE: MAY 2, 2023

COUNTY PROJECT NO. 300321302
MAP & TAX LOT 22E08DB01300
FILE NO. 1

PAGE 1 OF 3

EXHIBIT "A"

PERMANENT RIGHT-OF-WAY EASEMENT, PUBLIC UTILITY EASEMENT AND TEMPORARY CONSTRUCTION EASEMENT

A PARCEL OF LAND LOCATED IN THE SOUTH ONE-HALF OF SECTION 8, TOWNSHIP 2 SOUTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, AND BEING A PORTION OF THAT PROPERTY PER DEED BOOK 566, PAGE 479 AND BOOK 564, PAGE 64, CLACKAMAS COUNTY DEED RECORDS, ALSO SHOWN IN SURVEY NUMBER 2008-224, CLACKAMAS COUNTY SURVEY RECORDS. SAID SOUTHEAST WEBSTER ROAD CENTERLINE IS DESCRIBED AS FOLLOWS:

SOUTHEAST WEBSTER ROAD CENTERLINE

A ROADWAY COMMONLY KNOWN AS SOUTHEAST WEBSTER ROAD, MARKET ROAD NO. 37, COUNTY ROAD NO. 1256, LOCATED IN THE SOUTH ONE-HALF OF SECTION 8, TOWNSHIP 2 SOUTH, RANGE 2 EAST, WILLAMETTE MERIDIAN, CLACKAMAS COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A FOUND 3-1/4 INCH BRONZE DISK IN CONCRETE REFERENCE MONUMENT TO THE CYRUS WARDSWORTH DONATION LAND CLAIM (DLC) NO. 57 RE-ENTRANT CORNER STAMPED "REENTRANT COR WARDSWORTH DLC 57 2008 WC" ALONG WITH OTHER MARKINGS AND AS DEPICTED IN USBT 2008-038, CLACKAMAS COUNTY USBT RECORDS, PER SAID USBT, SAID REFERENCE MONUMENT BEARS NORTH 89°53'13" WEST, 71.00 FEET FROM THE ACTUAL REENTRANT CORNER; THENCE NORTH 14°50'13" WEST, 627.90 FEET TO THE **POINT OF BEGINNING**, SAID POINT BEING AT CENTERLINE STATION 192+00.00 OF SAID SOUTHEAST WEBSTER ROAD; THENCE SOUTH 12°39'09" EAST, 1086.72 FEET TO A POINT OF TANGENT CURVATURE; THENCE ALONG THE ARC OF A 572.96 FOOT RADIUS CURVE TO THE LEFT, AN ARC DISTANCE OF 285.00 FEET, THROUGH A CENTRAL ANGLE OF 28°30'00" (THE LONG CHORD OF WHICH BEARS SOUTH 26°54'09" EAST, 282.07 FEET) TO A POINT OF TANGENCY; THENCE SOUTH 41°09'09" EAST, 1407.83 FEET TO ENGINEER'S CENTERLINE STATION 219+79.55 AND THE **TERMINUS** OF THIS CENTERLINE DESCRIPTION.

THE BASIS OF BEARING IS THE OREGON COORDINATE REFERENCE SYSTEM (OCRS), PORTLAND ZONE, LAMBERT CONFORMAL CONIC PROJECTION, NAD83 (2011) EPOCH 2010.00, INTERNATIONAL FEET, PER SURVEY NO. 2022-124.



4858 SW SCHOLLS FERRY RD. STE A
PORTLAND, OR. 97225
PH: (503) 345-0328 www.sflands.com

BILQUIST ELEMENTARY SCHOOL SIDEWALK IMPROVEMENT
DATE: MAY 2, 2023

COUNTY PROJECT NO. 300321302
MAP & TAX LOT 22E08DB01300
FILE NO. 1

PAGE 2 OF 3

SAID PORTIONS OF SAID PROPERTY LYING WESTERLY OF THE FOLLOWING DESCRIBED LINES.

PARCEL – 1 (1.50 FOOT WIDE PERMANENT RIGHT-OF-WAY EASEMENT)

STATION TO STATION	EASTERLY OFFSET DISTANCE FROM CENTERLINE
195+95.00 TO 199+62.00	31.50 FEET
AND	
200+77.00 TO 201+07.00	31.50 FEET

EXCEPTING THEREFROM THAT PORTION LYING WITHIN THE EXISTING RIGHT-OF-WAY OF SOUTHEAST WEBSTER ROAD.

THE PARCEL OF LAND TO WHICH THIS DESCRIBES CONTAINS 543 AND 38 SQUARE FEET, MORE OR LESS.

PARCEL – 2 (4.00 FOOT WIDE PUBLIC UTILITY EASEMENT)

STATION TO STATION	EASTERLY OFFSET DISTANCE FROM CENTERLINE
196+58.00 TO 197+47.00	35.50 FEET

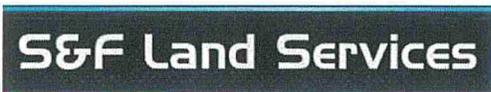
EXCEPTING THEREFROM THAT PORTION LYING WITHIN THE ABOVE DESCRIBED PARCEL-1 AND SAID EXISTING RIGHT-OF-WAY OF SOUTHEAST WEBSTER ROAD.

THE PARCEL OF LAND TO WHICH THIS DESCRIBES CONTAINS 356 SQUARE FEET, MORE OR LESS.

PARCEL – 3 (VARIABLE WIDTH TEMPORARY CONSTRUCTION EASEMENT)

STATION TO STATION	EASTERLY OFFSET DISTANCE FROM CENTERLINE
195+95.00 TO 196+46.00	45.00 FEET
196+46.00 TO 198+49.00	40.00 FEET
198+49.00 TO 199+00.00	61.00 FEET
199+00.00 TO 199+62.00	45.00 FEET
AND	
200+77.00 TO 201+07.00	45.00 FEET

EXCEPTING THEREFROM THAT PORTION LYING WITHIN THE ABOVE DESCRIBED PARCEL-1, PARCEL-2 AND SAID EXISTING RIGHT-OF-WAY OF SOUTHEAST WEBSTER ROAD.



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PORTLAND, OR. 97225
PH: (503) 345-0328 www.sflands.com

BILQUIST ELEMENTARY SCHOOL SIDEWALK IMPROVEMENT
DATE: MAY 2, 2023

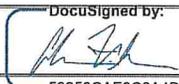
COUNTY PROJECT NO. 300321302
MAP & TAX LOT 22E08DB01300
FILE NO. 1

PAGE 3 OF 3

THE PARCEL OF LAND TO WHICH THIS DESCRIBES CONTAINS 4357 AND 345 SQUARE FEET, MORE OR LESS.

AS SHOWN ON EXHIBIT B AND EXHIBIT C ATTACHED HERETO.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

DocuSigned by:


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OREGON

JANUARY 21, 2009
ANDREW N. HUSTON
61407PLS

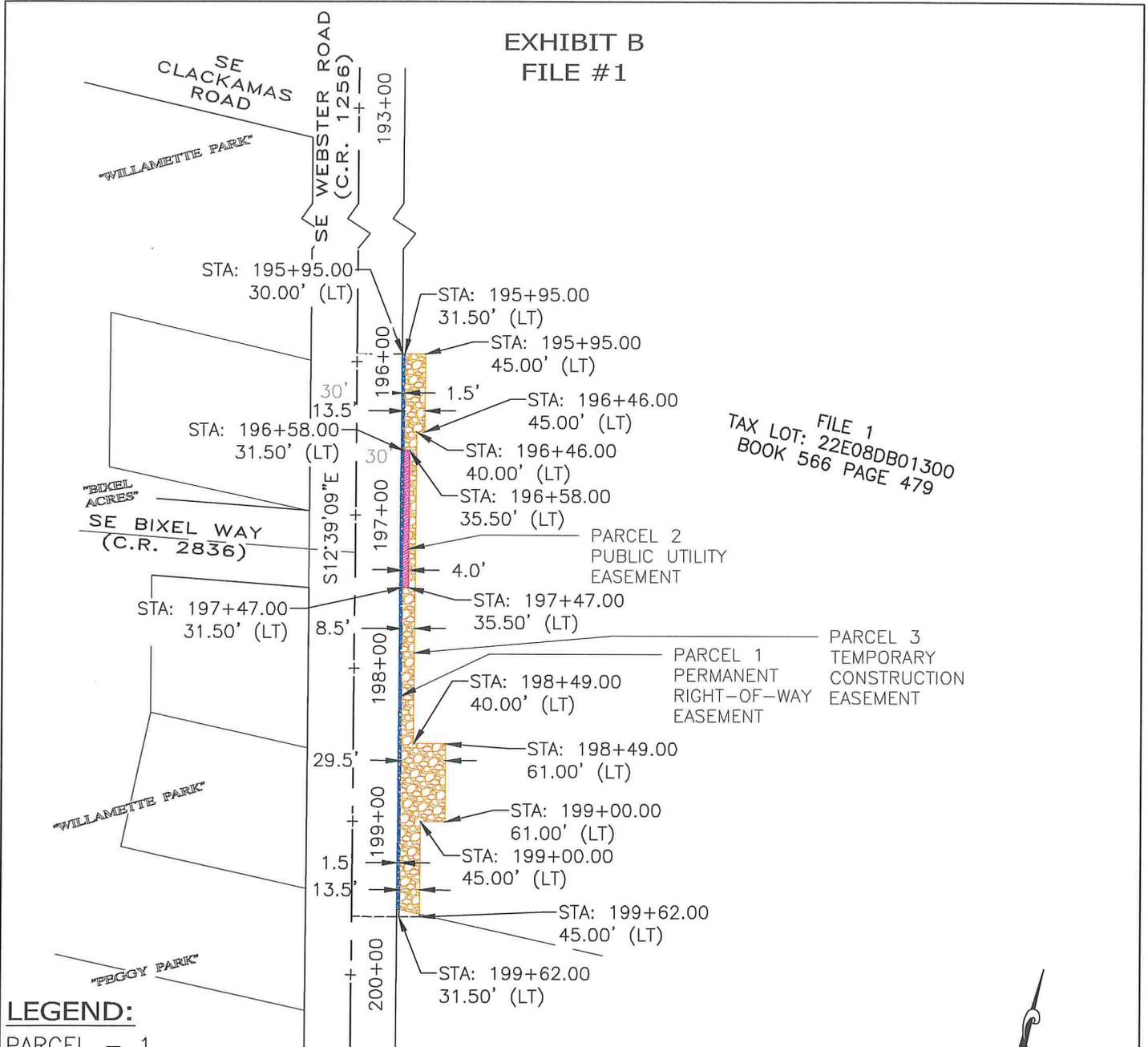
RENEWS: 6/30/2023

S&F Land Services

4858 SW SCHOLLS FERRY RD. STE A
PORTLAND, OR. 97225
PH: (503) 345-0328 www.sflands.com

**EXHIBIT B
FILE #1**

FILE 1
TAX LOT: 22E08DB01300
BOOK 566 PAGE 479



LEGEND:

- PARCEL - 1
-  AREA OF PERMANENT ROW EASEMENT
543 SQUARE FEET MORE OR LESS
- PARCEL - 2
-  AREA OF PUBLIC UTILITY EASEMENT
356 SQUARE FEET MORE OR LESS
- PARCEL - 3
-  AREA OF TEMPORARY CONSTRUCTION EASEMENT
4357 SQUARE FEET MORE OR LESS

SEE ATTACHED LEGAL DESCRIPTION



4858 SW SCHOLLS FERRY RD.
STE A, PORTLAND, OR 97225
(503) 345-0328

www.sflands.com
info@sflands.com



PREPARED BY:
S&F LAND SERVICES

DEPARTMENT OF
TRANSPORTATION
AND DEVELOPMENT

EXHIBIT B
BILQUIST ELEMENTARY SCHOOL
SIDEWALK IMPROVEMENTS
PROJECT NO. 300321302
PAGE 1 OF 2

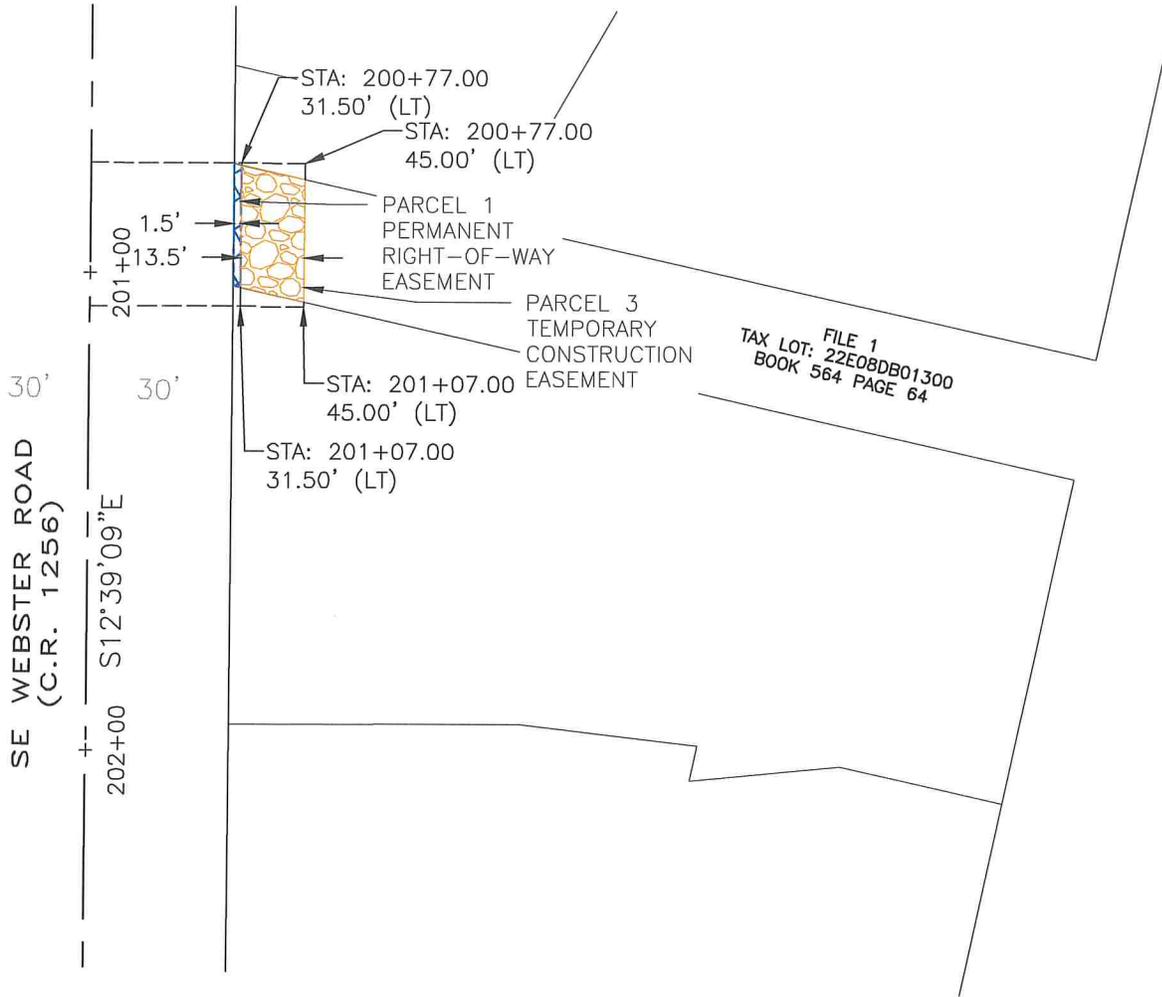
PERMANENT R/W, PUE AND TEMPORARY
CONSTRUCTION EASEMENT
FILE 1 - BOOK 566, PAGE 479

RD. FILE NO. 300321302	DRAWN BY HTF	DESIGN BY ACO/ANH	DATE: 05-01-2023
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1 INCH = 100 FEET



EXHIBIT C
FILE #1



LEGEND:

PARCEL - 1

AREA OF PERMANENT ROW EASEMENT
38 SQUARE FEET MORE OR LESS

PARCEL - 3

AREA OF TEMPORARY CONSTRUCTION EASEMENT
345 SQUARE FEET MORE OR LESS

REGISTERED
PROFESSIONAL
LAND SURVEYOR

DocuSigned by:

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JANUARY 21, 2009
ANDREW N. HUSTON
61407PLS



1 INCH = 40 FEET

RENEWS: 6/30/2023

SEE ATTACHED LEGAL DESCRIPTION



4858 SW SCHOLLS FERRY RD.
STE A, PORTLAND, OR 97225
(503) 345-0328

www.sflands.com
info@sflands.com



PREPARED BY:
S&F LAND SERVICES

DEPARTMENT OF
TRANSPORTATION
AND DEVELOPMENT

EXHIBIT C
BILQUIST ELEMENTARY SCHOOL
SIDEWALK IMPROVEMENTS
PROJECT NO. 300321302
PAGE 2 OF 2

PERMANENT R/W AND TEMPORARY
CONSTRUCTION EASEMENT
FILE 1 - BOOK 564, PAGE 64

RD. FILE NO. 300321302	DRAWN BY HTF	DESIGN BY ACO/ANH	DATE: 05-18-2023
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BUDGET COMMITTEE APPOINTMENTS

DISCUSSION/ACTION

Agenda Item #7
November 9, 2023

SUPERINTENDENT’S RECOMMENDATION:

Appoint new Budget Committee members to Positions 8, 11 and 14 on North Clackamas School District’s Budget Committee with separate motions to nominate and elect each one.

BUDGET IMPACT/SOURCE OF FUNDS:

There will be no budget impact from appointing budget committee members, as budget committee members cannot receive compensation.

BACKGROUND:

The Board declared Budget Committee Positions 8, 11 and 14 vacant at its September 21, 2023, meeting due to expired terms and previously declared vacancy. New appointees will serve three-year terms expiring June 30, 2026.

The district announced the opening to the public through local newspapers, Facebook, Parent Square, and posting on the district website, setting a deadline of October 13, 2023. The Board received 25 applications. The Board independently reviewed applications that had been submitted and invited the following 4 candidates to interview on November 2, 2023:

- Simona Beattie
- Sarah Howell
- James Merten
- Jennifer Pope

The Educational Equity Advisory Committee has appointed the following person to serve on the school district budget committee, as required by Board policy and Oregon law:

- Ankur Doshi

ATTACHMENTS:

NCSD Board Policy DBEA
Candidates’ applications

PRESENTER:

Jena Benologa, Board Chair

OTHERS NOTIFIED OF ITEM:

Budget Committee Applicants



Code: DBEA
Adopted: 10/16/08
Revised/Readopted: 9/16/10; 3/17/11; 9/27/18;
5/11/23
Orig. Code: DBEA

Budget Committee

By law, the budget committee is charged with making recommendations concerning financial priorities.

The budget committee will have the responsibility for reviewing the financial programs of the district, reviewing the proposed district budget as presented by the superintendent, and recommending an annual district budget in keeping with the provisions of applicable state laws.

Educational policy decisions are the responsibility of the Board, not the budget committee.

The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, set an amount that changes the recommended budget and may request the administration make such changes in accordance with priorities set by the Board.

The following will govern the make-up and process of establishing the district's budget committee:

1. The budget committee consists of seven members appointed by the Board plus the elected Board members of the district. To be eligible for appointment, the appointive member must:
 - a. Live and be registered to vote in the district;
 - b. Not be an officer, agent or employee of the district.
2. At least one member of the budget committee must be a member of the district's educational equity advisory committee.
3. No budget committee member may receive any type of compensation from the district;
4. At a regular meeting, the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons. Such applications will include a signed statement that the applicant is willing to serve as a member of the budget committee and to adhere to the policies of the district. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate;
5. At a regular Board meeting, the Board will review the names of persons filing applications and names of those persons who have served previously and are willing to be reappointed. At a subsequent regular Board meeting, the Board will appoint persons to fill the vacant positions;

6. The appointive committee members of a budget committee in a district that prepares an annual budget will be appointed for three-year terms. The terms will be staggered so that, as near as practicable, one-third of the appointive members' terms end each year.
7. If any appointive member is unable to complete the term for which the member was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at a subsequent regular Board meeting.

Budget Committee Responsibilities

The following items explain the budget committee responsibilities:

At its first meeting after appointment, the budget committee will elect a presiding officer from among its members. It may also establish other ground rules as necessary for successful operation of the committee;

1. A majority of the constituted committee is required for passing an action item. Majority for a 14-member budget committee is 8. Therefore, if only 8 members are present, a unanimous vote is needed for passing an action;
2. The budget committee shall hold one or more meetings to receive the budget message, receive the budget document and to provide members of the public with an opportunity to ask questions about and comment on the budget document. The budget officer shall announce the time and place for all meetings, as provided by law. All meetings of the budget committee are open to the public;

The budget committee may request any information used in the preparation of or for revising the budget document from the superintendent or Executive Director of Finance and Business Services. The committee may request the attendance of any district employee at its meetings. The budget committee will approve the budget document as submitted by the Superintendent or as subsequently revised by the committee;

After approval of the original or revised budget document, the budget committee's duties cease. The hearing on the approved budget is held by the Board.

END OF POLICY

Legal Reference(s):

ORS 174.130	ORS 294.305 - 294.565	ORS 433.835 - 433.875
ORS 192.610 - 192.695	ORS 329.711	