Alsea School Board Meeting

Tuesday, November 10, 2026 6:00 PM
Staff Room, 301 S 3rd St, Alsea, OR 97324

1. **Call to Order**
   a. Flag Salute
   b. Approval of Agenda
2. **Consent Agenda**
   a. Approval of Minutes
      i. 10.12.2026 School Board Meeting Minutes

Alsea School Board Meeting
Monday, October 12, 2026
6:00 PM
Staff Room

Alsea School District 7J
301 South 3rd Street
Alsea, OR 97324
541.487.4305

Board Members Present: Jamie Olsen, George Laiblin, Soren Rounds, Risteen, Follett attended online.
Board Members Absent: None
Staff Present: Lora Nickle, Stacy Knudson, Heather Shunk and Stephanie Lewis attended online.
Patrons and Community: Patrons and community members attended online.

1. **Call to Order – 6:01 PM**
   a. Flag Salute
   b. Approval of Agenda

   Soren Rounds motioned to approve the agenda with amendments. George Laiblin seconded the motion. Motion carried 4-0.

2. **Consent Agenda**
   a. Approval of Minutes
      i. 9.14.2026 Board Meeting Minutes
      ii. 9.24.2026 School Board Work Session Minutes
   b. Month End Reconciliation & Financial Board Report – September 2026
   c. Resignation – Ricki Hendrix, Girls Basketball Coach

   Soren Rounds motioned to approve the consent agenda as presented. George Laiblin seconded the motion. Risteen Follett abstained from voting. Motion carried 3-1.

3. **Patron Comments - None**

4. **Reports**
   a. Superintendent / K-12 Principal Report
      i. Enrollment
      ii. Regular Attenders
      iii. Local Performance Growth Targets - ODE Accepted

   Stacy Knudson presented her report to the Board. The documents are available online.

   b. Business Manager Report

   Stephanie Lewis presented her report to the Board. The documents are available online.

   c. LaHO Principal Report

   Heather Shunk presented her report to the Board. The document is available online.

   d. Athletic Director Report

   Talon Sims was not available to present his report to the Board, the document is available online. Soren Rounds asked about the grade checks. How often is it done and what interventions are in place.

   e. Maintenance / Safety Report

   Keenan Elbers was not available to present his report to the Board. The document is available online.

   f. Seismic Construction Report

5. **New Business**
   a. 2026 Oregon Statewide Assessment Data

   This agenda item has been tabled until the November or December board meeting. The data was not available to present.

   b. Division 22

   Stacy Knudson presented the Division 22 compliance report to the Board. All assurance areas of Alsea's Division 22 report are in compliance. The Board discussed.

Soren Rounds motioned to approve the 2025-26 Division 22 report, George Laiblin seconded the motion. Motion carried 4-0.

c. Strategic Plan & Maxims

Stacy spoke to the Board about the results. This is the model of who Alsea Charter School is and what will be implemented. From this plan the portrait of a graduate will be developed.
The Board discussed.
Risteen Follett motioned to approve the Strategic Plan and Maxims planning guide. Soren Rounds seconded the motion. Motion carried 4-0.

d. Alsea's Policy Leadership

Jamie Olsen discussed with the Board the documents presented to them. Stacy Knudson feels that the direction the district is headed is going well. Jamie Olsen discussed what Alsea promises to students and the policies that support the vision.

6. **Old Business – None**
7. **First Reading** *(Shaded words are new/strikethrough are deleted)
8. **Second Reading**
   a. KNA - Immigration Enforcement on District Property
   b. KNA AR(1) - Interactions with Immigration Enforcement
   c. KNA AR(2) - Federal Immigration Enforcement Request Log

   Risteen Follett motioned to approve policy KNA, KNA-AR(1) and KNA AR(2) as presented, Soren Rounds seconded the motion. Motion carried 4-0.
9. **Board Comments –**

   Soren Rounds mentioned a drop off that has been created due to clearcutting. He stated that he thinks it needs a guard rail installed for community and school transportation safety.
   Jamie Olsen congratulated Jessica Ewton for the New Science Teacher award. The Board agreed that it is nice to hear the recognition of outstanding staff.
10. **Future Agenda Items**
11. **Key Dates**

    October 19,
    October 22, BINGO Night, 6:00 – 8:00 PM
    October 26, Family Movie Night (all ages), 6:00 – 9:00 PM
    October 29, Scary Movie Night (teens & families), 6:00 – 9:00 PM
    October 31, Trunk or Treat, 4:00 – 7:00 PM
    November 9, Donkey Basketball, Staff vs. Students, 5:00 – 9:00 PM
12. **Adjourn to Executive Session – 7:14**
13. **Executive Session**

    * To review and evaluate the employment-related performance of the chief executive office of any public officer, employee or staff member who does not request an open hearing. (ORS 192.660.(2)(i))
14. **Return to Regular Session – 7:58 PM**
15. **Adjournment – 7:59 PM**

Jamie Olsen, Board Chair Date

Stacy Knudson, Superintendent Date

b. Month End Reconciliation & Financial Board Report

MONTH END RECONCILIATIONS AND FINANCIAL REVIEW REPORT

Month: October 2026

1. Payroll Processing – Reviewed and approved by Human Resources
   - ☑ Payroll reconciliation reports reviewed prior to processing.
   - ☑ Federal and state deposits have been made, as well if quarterly, federal and state reports have been reviewed and submitted
   - ☑ OEBB invoice been reconciled to payroll
   - ☑ Workers Compensation reconciled to payroll
   - ☑ Deduction payment reconciliation reviewed to ensure all liabilities have been processed

   Roxie Smallwood — Nov 04 2026

   Roxie Smallwood, Human Resource — Date

2. Deposits, Checks, Vouchers
   - ☑ All transactions have been entered into the financial accounting system and processed for the month.
   - ☑ All vouchers for checks and direct deposits have been reviewed and approved by the Superintendent.

   Brynn Campbell — Nov 04 2026

   Brynn Campbell, Accounts Payable/Receivable — Date

3. Bank Reconciliations – Completed and approved by Superintendent
   - ☑ Citizens bank account
   - ☑ Local Government Investment Pool

4. Federal and State reimbursement requests made during the month
   - ☑ Monthly claims made and approved by Superintendent
   - ☑ If applicable, quarterly claims and reports made and approved by Superintendent

5. Financial Statements
   - ☑ Prepared after all reconciliations have been completed
   - ☐ Any manipulation of general ledger transactions in preparing statements
     - ☑ None
     - ☐ Yes, list below:
       1. Accrued substitute payroll based on average cost per month by account code

c. Hires -
Shawn Webb, HS Girls Head BBall Coach
Reagan Larson, HS Girls Assistant BBall Coach
Tyeson Miller, HS Boys Assistant BBall Coach
Randy Chilcote, SPED Administrative Assistant

Resignations -
Randy Chilcote, IA3

d. Maintenance Surplus

3. **Patron Comments:**

The Alsea School Board of Directors values the opinions and input of students, staff, parents, and community members. Although board meetings are held in public, they are not meetings of the public. Please keep your comments to 3 minutes or less. If you intend to speak to the board this evening, you will need to fill out one of the blue comment cards and hand it to the Board Secretary, Lora Nickle. Public comments may also be made via Zoom. If you intend to speak via Zoom, please put your name in the comments so that the board chair can call on you. Before you begin your comments, please state your name and if you are speaking for an organization, please state that organization. For more information about public comments at a board meeting, please see Alsea School District Policy BDDH.

4. **Reports**

a. Superintendent / K-12 Principal Reports

Alsea School District 7J

November 2026 Superintendent's Board Report

Stacy Knudson, Superintendent/K-12 Principal + Special Education Director

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Alignment to GOALS #'s 1-3 -

Instructional Excellence, Mathematics Achievement and People + Culture:

- ☐ 4th - 7th Walk to Math on Tuesdays and Thursdays during Core Math block.
- ☐ PLC monthly meetings + CORE Data Review
- ☐ Goals and Observations are underway with the Fall deadline of Dec. 15, 2026.
- ☐ Instructional Round Learning Walks with teacher groups are in process.
    - ☐ Learning Target (Oct.)
    - ☐ Student v. Teacher talk - Engagement (Nov.)
- ☐ Attendance Goals:
    - ☐ K-12: 91.1% of students are present 80% or more of the time.
    - ☐ K-2: 96.8% of students in K-2 are present 80% or more of the time.

Proactive Behavior Management - Aligned to GOAL #3

- ☐ Continued visits to classrooms with high frequency incidents of defiance or disruption. We have also enhanced coaching teachers on best practices and the power of communication with families to take an active role in the positive behavior development of our shared students.
- ☐ Monthly Achievement Assembly held to honor students and staff each month.

DATA:

Threat Assessments Conducted: 1 (Unfounded)
Detentions: 8
Suspension (OSS): 1

Minor Incident	Level	Qty
Minor Defiance/Disrespect	Elementary and Middle	14
Harassment/Sexual Harassment		0
Disruption	Secondary	10
Inappropriate Behavior	Elementary and Middle	3

Physical Aggression		0

Professional Development - Aligned to GOALs #1 + #2: Instructional Excellence

- [ ] Continued Book Study work groups (All Staff)
- [ ] Business Managers' National Conference
- [ ] HR Conference (HR Specialist)
- [ ] OASBO + SFA Fall Conference (Business Mgr.)
- [ ] Wide Open Spaces monthly leadership workshop - Thursdays 7am - 8am (Superintendent)
- [ ] I will serve on a Women in Leadership panel within the Wide Open Spaces work group, with three sessions spread across December, January and February. (Superintendent)
- [ ] Leading Healthy Schools - National Cohort 2026-27 monthly meetings (Superintendent)

Our Collective Commitment

Strong Instruction

💙

Stronger Student Outcomes

💙

Every Child Can Learn + Grow

💙

Lead with relationships

Teach with purpose

Use data

Support people

Expect growth

WOLVERINES - One Team. One Focus. One Year of Growth

i. Enrollment Report

ENROLLMENT															
Grade	**In building/ LaHO**	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**TOTAL**
As of 9/1/26	In building	7	6	4	4	11	10	13	20	12	10	10	9	14	**130**
As of 9/1/26	Learn at Home	4	5	5	1	13	15	8	5	**0**	**0**	**0**	**0**	**0**	**56**
As of 9/1/26	**TOTAL**	**11**	**11**	**9**	**5**	**24**	**25**	**21**	**25**	**12**	**10**	**10**	**9**	**14**	**186**
As of 10/1/26	In building	7	6	4	4	11	10	13	20	12	10	11	9	14	**131**
As of 10/1/26	Learn at Home	4	6	4	1	14	15	8	5	**0**	**0**	**0**	**0**	**0**	**57**
As of 10/1/26	**TOTAL**	**11**	**12**	**8**	**5**	**25**	**25**	**21**	**25**	**12**	**10**	**11**	**9**	**14**	**188**
As of 11/1/26	In building	7	6	4	4	10	10	13	20	14	11	11	9	15	**134**
As of 11/1/26	Learn at Home	4	6	4	1	13	15	8	5	**0**	**0**	**0**	**0**	**0**	**56**
As of 11/1/26	**TOTAL**	**11**	**12**	**8**	**5**	**23**	**25**	**21**	**25**	**14**	**11**	**11**	**9**	**15**	**190**
As of 12/1/26	In building														**0**
As of 12/1/26	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 12/1/26	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
As of 01/01/27	In building														**0**
As of 01/01/27	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 01/01/27	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
As of 02/1/27	In building														**0**
As of 02/1/27	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 02/1/27	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
As of 03/01/26	In building														**0**
As of 03/01/26	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 03/01/26	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
As of 04/01/27	In building														**0**
As of 04/01/27	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 04/01/27	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
As of 05/01/27	In building														**0**
As of 05/01/27	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 05/01/27	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
As of 06/01/27	In building														**0**
As of 06/01/27	Learn at Home									**0**	**0**	**0**	**0**	**0**	**0**
As of 06/01/27	**TOTAL**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Grade Level	2026-2027 SY										2025-2026 SY									
	9/8	10/1	11/1	12/1	1/1	2/1	3/1	4/1	5/1	6/1	9/8	10/1	11/1	12/1	1/1	2/1	3/1	4/1	5/1	6/1
KG	11	11	11								9	12	13	14	14	14	14	15	15	15
1st	11	12	12								9	9	9	8	8	8	8	8	8	9
2nd	9	8	8								10	10	9	10	10	10	10	11	11	11
3rd	5	5	5								25	26	26	26	26	26	26	26	26	26
4th	24	25	23								32	32	31	30	31	30	30	30	29	29
5th	25	25	25								24	24	24	25	25	23	23	24	27	23
6th	21	21	21								25	25	25	25	25	25	25	25	24	27
7th	25	25	25								14	14	14	15	15	15	14	14	14	15
8th	12	12	14								13	13	13	13	13	13	13	12	12	12
9th	10	10	11								15	15	15	15	15	15	15	15	15	15
10th	10	11	11								13	13	12	12	12	12	12	12	12	11
11th	9	9	9								18	18	17	17	17	17	17	17	17	17
12th	14	14	15								11	11	10	10	10	10	10	10	10	10
Total ADM	186	188	190	0	0	0	0	0	0	0	218	222	218	220	221	218	217	219	220	220

	2024-2025 SY										2023-2024 SY									
	9/1	10/1	11/1	12/1	1/1	2/1	3/1	4/1	5/1	6/1	9/1	10/1	11/1	12/1	1/1	2/1	3/1	4/1	5/1	6/1
KG	13	14	12	13	13	14	13	14	14	14	19	18	18	16	16	16	17	17	16	16
1st	13	13	13	12	12	13	12	12	12	12	35	42	39	39	39	40	40	39	39	39
2nd	32	33	33	33	33	32	30	30	31	31	35	36	36	37	37	37	37	37	37	35
3rd	32	32	31	31	31	31	31	31	31	30	28	32	30	29	29	28	28	27	25	26
4th	24	24	22	23	22	23	24	25	27	26	24	25	26	25	25	25	24	24	24	24
5th	25	26	26	28	27	30	29	28	28	28	23	24	26	25	25	24	21	21	18	18
6th	17	17	17	16	16	17	17	18	17	16	13	13	12	12	12	12	13	13	15	15
7th	17	17	17	17	17	16	16	16	16	16	18	20	19	19	18	17	17	17	17	17
8th	15	15	15	15	16	16	16	15	15	15	13	13	13	13	13	13	13	13	13	12
9th	11	11	10	10	10	10	10	9	9	9	20	22	22	23	23	22	20	17	16	16
10th	16	13	16	16	16	16	16	17	17	17	12	12	12	12	12	12	12	12	11	11
11th	11	10	10	10	10	10	10	10	10	10	13	14	13	14	14	14	13	13	13	13
12th	11	11	11	11	11	11	11	11	11	11	13	11	10	10	10	10	10	8	8	8
Total ADM	237	236	233	235	234	239	235	236	238	235	266	282	276	274	273	270	265	258	252	250

ii. Regular Attenders

Regular Attenders ≥ 80% Positive Attendance

Grade Level	Oct 1 Enrolled	Average %	Nov 1 Enrolled	Average %	Dec 1 Enrolled	Average %	Jan 1 Enrolled	Average %	Feb 1 Enrolled	Average %	Mar 1 Enrolled	Average %	April 1 Enrolled	Average %	May 1 Enrolled	Average %	June 1 Enrolled	Average %
KG	11	90.91%	11	100.00%														
1st	12	91.67%	12	100.00%														
2nd	8	87.50%	8	87.50%														
3rd	5	100.00%	5	100.00%														
4th	24	91.67%	23	95.65%														
5th	25	100.00%	25	100.00%														
6th	21	95.24%	21	95.24%														
7th	25	100.00%	25	100.00%														
8th	12	66.67%	14	71.43%														
9th	10	80.00%	11	81.82%														
10th	11	90.91%	11	90.91%														
11th	9	77.78%	9	77.78%														
12th	14	78.57%	15	80.00%														
	187	**88.53%**	**190**	**90.79%**	**0**	**#DIV/0!**	**0**	**#DIV/0!**	**0**	**#DIV/0!**	**0**	**#DIV/0!**	**0**	**#DIV/0!**				

Regular Attenders ≥ 80% Positive Attendance

Grade Level	Oct 1 Enrolled	Average %	Nov 1 Enrolled	Average %	Dec 1 Enrolled	Average %	Jan 1 Enrolled	Average %	Feb 1 Enrolled	Average %	Mar 1 Enrolled	Average %	April 1 Enrolled	Average %	May 1 Enrolled	Average %	June 1 Enrolled	Average %
KG	12	91.67%	13	92.31%	14	78.57%	14	85.71%	14	85.71%	14	85.71%	15	80.00%	15	80.00%	15	80.00%
1st	9	100.00%	9	88.89%	8	87.50%	8	87.50%	8	87.50%	8	87.50%	8	87.50%	8	87.50%	9	77.78%
2nd	10	100.00%	9	80.00%	10	90.00%	10	100.00%	10	100.00%	10	90.00%	11	90.91%	11	90.91%	11	90.91%
3rd	26	92.31%	26	92.31%	26	96.15%	26	96.15%	26	96.15%	26	96.15%	26	96.15%	26	96.15%	26	96.15%
4th	32	90.63%	30	93.33%	30	96.67%	31	93.55%	30	96.67%	30	96.67%	30	96.67%	29	96.55%	29	100.00%
5th	24	95.83%	24	87.50%	25	88.00%	25	88.00%	23	86.96%	23	82.61%	24	79.17%	24	83.33%	23	86.96%
6th	25	100.00%	25	100.00%	25	100.00%	25	100.00%	25	96.00%	25	100.00%	25	100.00%	27	96.30%	27	100.00%
7th	14	100.00%	14	85.71%	15	86.67%	15	93.33%	15	93.33%	14	85.71%	14	85.71%	14	78.57%	15	80.00%
8th	13	92.31%	13	92.31%	13	92.31%	13	92.31%	13	84.62%	13	92.31%	12	83.33%	12	91.67%	12	91.67%
9th	15	100.00%	15	100.00%	15	100.00%	15	100.00%	15	93.33%	15	93.33%	15	93.33%	15	86.67%	15	86.67%
10th	13	61.54%	12	75.00%	12	75.00%	12	66.67%	12	66.67%	12	75.00%	12	66.67%	12	75.00%	10	80.00%
11th	18	72.22%	17	82.35%	17	82.35%	17	82.35%	17	88.24%	17	82.35%	17	82.35%	17	88.24%	17	82.35%
12th	11	63.64%	10	60.00%	10	60.00%	10	70.00%	10	70.00%	10	70.00%	10	70.00%	10	70.00%	10	70.00%
	222	**89.24%**	**217**	**86.90%**	**220**	**87.17%**	**221**	**88.89%**	**218**	**88.09%**	**217**	**87.49%**	**219**	**85.52%**	**220**		**219**	

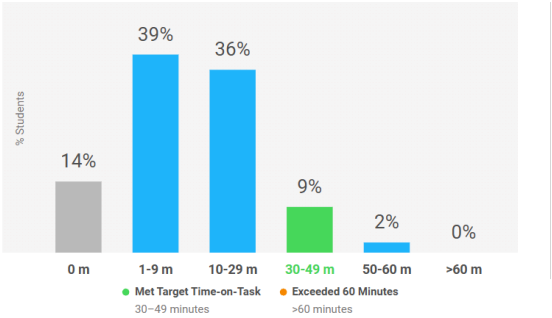
b. K-5 LaHO Principal Report

ALSEA SCHOOL DISTRICT BOARD REPORT

Name: Heather Shunk **Position:** Principal

BOARD MEETING DATE: November, 2026

Iready Personalized Instruction and Targeted Academic Support



Our teachers are expanding their use of i-Ready My Path and Teacher-Assigned Lessons to provide individualized support, close learning gaps, and extend student learning. Teachers are monitoring engagement, lesson completion, and progress to ensure students are benefiting from these resources.

We are also partnering with our Learning Coaches to establish consistent daily practice of 10 minutes in Reading and 10 minutes in Math. Our focus is on strengthening implementation across classrooms and turning assessment data into meaningful student growth.

Thank You to Our School Board Members! 🎄



A special thank you to our School Board members who joined us at Silver Falls State Park! We loved seeing you proudly wearing your LaHO Tree House shirts, connecting with families, and sharing in the excitement of our students exploring and learning together. Your presence and genuine interest in our students and families mean so much and help strengthen the sense of community that makes LaHO special. We also want to give a special shout-out to Aimee Hart for sharing her incredible knowledge and engaging our students and families with a fascinating animal presentation! Her contribution added another wonderful layer of discovery and learning to an already memorable day.

Thank you all for helping make this experience such a success!



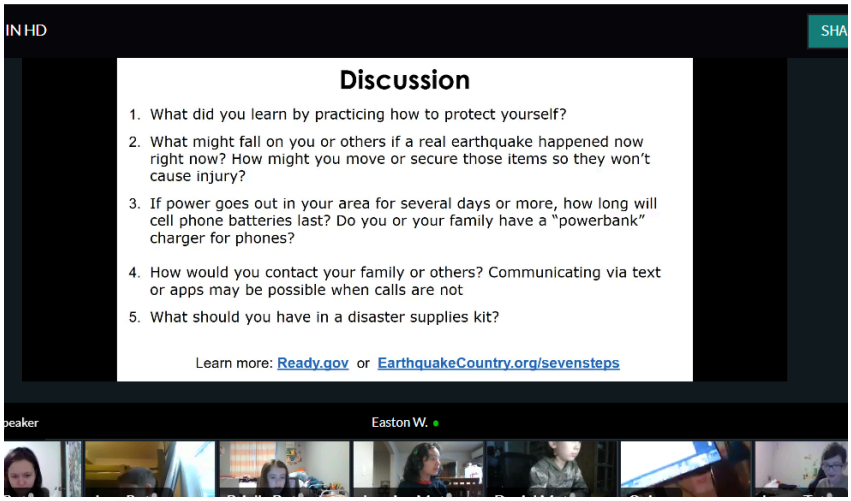






🌎 Great Oregon ShakeOut: Practicing Safety and Preparedness

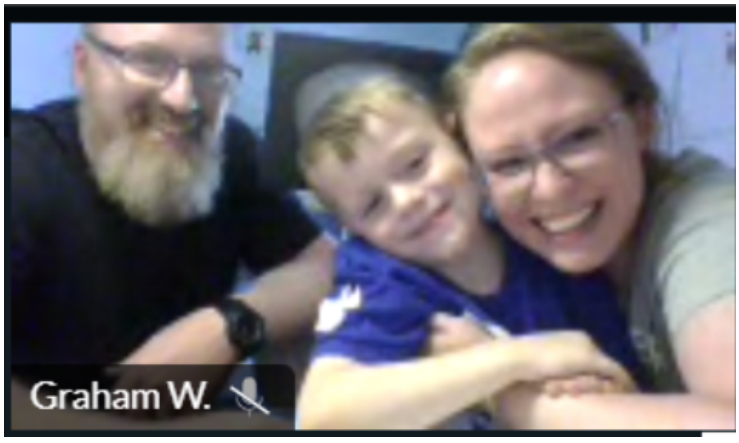
On October 15, LaHO students and teachers participated in the Great Oregon ShakeOut, practicing the important earthquake safety steps of Drop, Cover, and Hold On. Students also had opportunities to discuss earthquake preparedness and reflect on how to respond safely during an emergency.



Because our students learn from home, we are also emphasizing the importance of family emergency preparedness. We are encouraging Learning Coaches to develop and practice household emergency plans, identify safe spaces, and discuss what to do during earthquakes and other natural disasters.

These activities help students build confidence, develop important safety habits, and understand the value of being prepared.

Student, Parent, and Teacher Conferences: Strengthening Partnerships



Our October conferences were a wonderful success! These conversations provided valuable opportunities for students, families, and teachers to celebrate academic growth, discuss areas for continued development, and establish shared goals for student success.

We appreciate our teachers' thoughtful preparation and the active participation of our Learning Coaches. Strong family and school partnerships are essential to student success, and these conferences reinforced our shared commitment to helping every student feel supported, challenged, and confident in their learning.

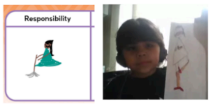
Learn at Home Oregon November School - Wide Newsletter Link - https://app.smore.com/n/gzybd

October Assembly: Celebrating Hard Work and Student Success! 🌟 [Link to Slides]



Our October assembly was a wonderful celebration of learning, growth, and school community! We proudly recognized our Students of the Month for demonstrating the character trait of Hardworking, celebrating their perseverance, dedication, and commitment to learning. Students and families also shared photos of Halloween costumes and fall adventures, bringing joy and connection to our schoolwide celebration. A special thank you to our Learning Coaches for contributing photos and words of encouragement, and to our teachers for creating engaging learning environments where students can collaborate, grow, and celebrate one another's successes!





Rules & Laws





c. Business Manager Report

November 10th, 2026

TO: Alsea School District Board of Directors
FROM: Stephanie Lewis, Alsea School District
RE: Financial Statements for fiscal year

2026 - 2027 Board Members,

Attached are the financial statements through October 31st, 2026. The reports include:

- General Fund Statement of Revenues – Budget vs. Actual
- General Fund Statement of Expenditures – Budget vs. Actual
- Total Appropriations for the year

Fiscal Year 2026 - 2027 & Updates:

The audit is in a holding pattern while I wait to hear from them. At this time everything they have requested is turned into them, and we await their responses.

October was full of conferences and training, all proved to be wonderful and beneficial.

As of October 31st, 2026, Alsea's investments total $8,086,462.32 in the Local Government Investment Pool, earning an annualized interest rate of 4.25%, which is AGAIN an increase from last month. Yeah!!!

Rate Change

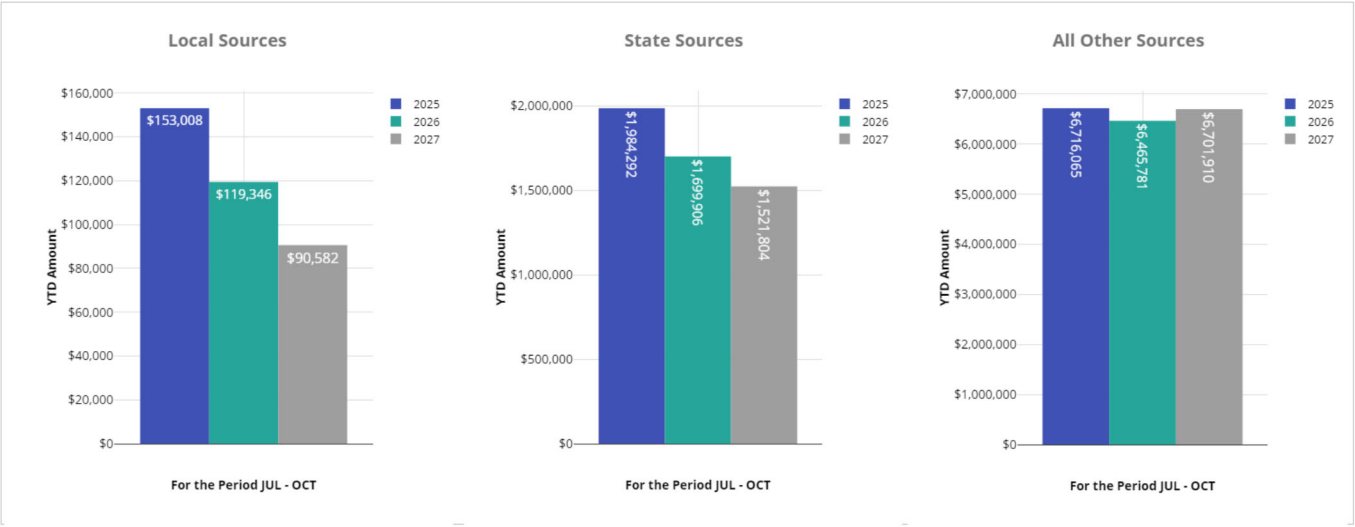
Effective Friday, October 30, 2026, the Oregon Short Term Fund (OSTF) rate will change from 4.10% to 4.25%. Additional information about the OSTF, including historical rate data, is available online here.

Please don't hesitate to reach out with any questions or concerns about these statements.

frontline Analytics

2026-2027 Alsea SD 7J
General Fund Year to Date Revenue Overview
October 2026

YTD Local Sources	YTD State Sources	YTD All Other Sources
$90,582	**$1,521,804**	**$6,701,910**
8.36% of Budget	32.86% of Budget	107.97% of Budget



	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2027 YTD Amount	FY 2027 Annual Budget	FY 2027 % YTD Budget
Operating Revenues					
State School Fund Formula					
Local Revenue	$3,523	$1,744	$1,190	$557,500	0.21%
Intermediate Revenue	$0	$0	$20	$0	0.00%
State Revenue	$1,984,292	$1,699,906	$1,521,804	$4,630,911	32.86%
Total State School Fund Formula	**$1,987,815**	**$1,701,650**	**$1,523,013**	**$5,188,411**	**29.35%**
Local Revenue	$149,486	$117,602	$89,392	$525,840	17.00%
Intermediate Revenue	$0	$0	$0	$7,100	0.00%
State Revenue	$0	$0	$0	$0	0.00%
Federal Revenue	$0	$0	$0	$0	0.00%
Other Revenue	$0	$0	$58,262	$0	0.00%
Total Operating Revenues	**$2,137,300**	**$1,819,252**	**$1,670,667**	**$5,721,351**	**29.20%**
Beginning Fund Balance	$6,716,065	$6,465,781	$6,643,629	$6,200,000	107.16%
TOTAL RESOURCES	**$8,853,366**	**$8,285,032**	**$8,314,296**	**$11,921,351**	**69.74%**

Revenue Insight:

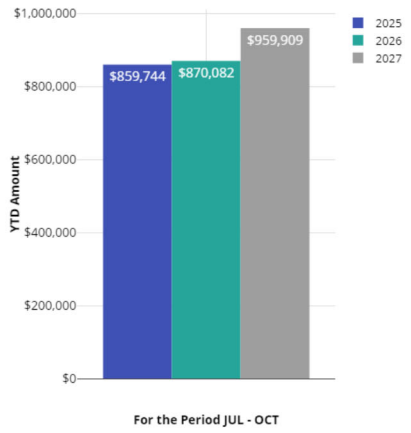
General Fund (Source 54XX Removed) YTD revenues totaled $1,670,667 through October 2026, which is -$148,584 or -8.9% less than the amount received last year for this period. The YTD difference is driven by a decrease in 3000-3999 State Sources of -$178,102, an increase in 5000-5999 Other Sources of $58,262, and a decrease in 1000-1999 Local Sources of -$28,763.

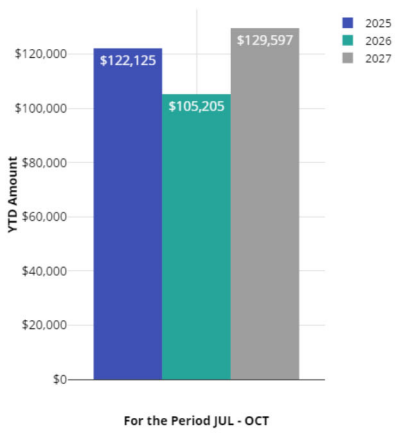
	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2027 YTD Amount	FY 2027 Annual Budget	FY 2027 % YTD Budget
General Fund Revenues	$8,853,366	$8,285,032	$8,314,296	$11,921,351	69.74%
General Fund Expenses	$1,297,759	$1,182,121	$1,315,678	$11,921,351	11.04%
General Fund Balance	**$7,555,607**	**$7,102,911**	**$6,998,618**	**$0**	

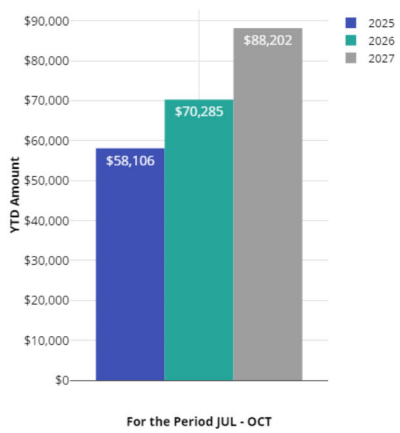
frontline Analytics

2026-2027 Alsea SD 7J
General Fund Year to Date Expense Overview
October 2026

YTD Salaries and Benefits	YTD Purchased Services	YTD Supplies & Materials
$959,909	**$129,597**	**$88,202**
21.49% of Budget	22.28% of Budget	31.58% of Budget







	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2027 YTD Amount	FY 2027 Annual Budget	FY 2027 % YTD Budget
Salaries					
Regular Salaries	$455,408	$463,861	$525,226	$2,361,520	22.24%
All Other Salaries	$56,062	$60,503	$72,039	$212,960	33.83%
Total Salaries	**$511,470**	**$524,364**	**$597,265**	**$2,574,480**	**23.20%**
Benefits					
Retirement	$152,075	$153,315	$161,781	$764,072	21.17%
Employee Insurance	$127,527	$144,957	$146,446	$843,702	17.36%
All Other Benefits	$68,672	$47,447	$54,417	$284,252	19.14%
Total Benefits	**$348,274**	**$345,719**	**$362,644**	**$1,892,026**	**19.17%**
Other Expenditures					
Purchased Services	$122,125	$105,205	$129,597	$581,750	22.28%
Supplies and Materials	$58,106	$70,285	$88,202	$279,300	31.58%
Capital Outlay	$0	$15,520	$0	$25,000	0.00%
Other Objects	$117,781	$121,030	$137,970	$188,250	73.29%
Transfers	$140,002	$0	$0	$450,000	0.00%
Total Operating Expenditures	**$1,297,759**	**$1,182,121**	**$1,315,678**	**$5,990,806**	**21.96%**
Contingencies	$0	$0	$0	$500,000	0.00%
Unappropriated Ending Fund Balance	$0	$0	$0	$5,430,545	0.00%
TOTAL REQUIREMENTS	**$1,297,759**	**$1,182,121**	**$1,315,678**	**$11,921,351**	**11.04%**

Expense Insights:

General Fund YTD expenses totaled $1,315,678 through October 2026, which is $133,557 or 10.2% more than the amount spent last year for this period. The YTD difference is driven by an increase in 100-199 Salaries of $72,902, an increase in 300-399 Purchased Services of $24,393, and an increase in 400-499 Supplies and Materials of $17,917.

Cash Flow Projection - General Fund

Alsea SD 7J

Actuals through October 2026 and Projections through June 2027

frontline Analytics

	July Actual	August Actual	September Actual	October Actual	November Projected	December Projected	January Projected	February Projected	March Projected	April Projected	May Projected	June Projected	FY2027 Year-End Projected	FY2027 Annual Budget	Variance
Beginning Fund Balance	**$6,643,629**	**$7,171,532**	**$7,391,812**	**$7,430,951**	**$6,998,619**	**$7,413,808**	**$7,319,325**	**$7,295,639**	**$7,212,291**	**$7,216,283**	**$7,186,608**	**$6,930,630**	**$6,643,630**	**$6,200,000**	
Revenue:															
Local Sources	$26,865	$28,254	$32,254	$3,210	$535,977	$61,796	$51,060	$31,919	$52,066	$51,794	$36,866	$120,872	**$1,032,932**	**$1,083,340**	$-50,408
Intermediate Sources	$0	$0	$20	$0	$0	$865	$755	$0	$0	$0	$1,754	$3,290	**$6,683**	**$7,100**	$-417
State Sources	$761,130	$380,337	$380,337	$0	$370,496	$370,487	$370,507	$370,562	$370,563	$370,694	$372,225	$143	**$4,117,481**	**$4,630,911**	$-513,430
Federal Sources	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**	**$0**	$0
Other Sources	$0	$0	$58,262	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$58,262**	**$0**	$58,262
Total Revenues	**$787,995**	**$408,591**	**$470,872**	**$3,210**	**$906,473**	**$433,148**	**$422,321**	**$402,482**	**$422,629**	**$422,489**	**$410,845**	**$124,304**	**$5,215,358**	**$5,721,351**	**$-505,993**
Expense:															
Salaries	$60,559	$81,574	$214,164	$240,968	$236,877	$224,826	$213,385	$236,754	$221,114	$207,595	$224,502	$405,067	**$2,567,387**	**$2,574,480**	$-7,093
Associated Payroll Costs	$37,760	$49,532	$133,789	$141,563	$180,136	$165,315	$158,833	$166,847	$163,886	$153,650	$168,498	$315,090	**$1,834,901**	**$1,892,026**	$-57,125
Purchased Services	$23,252	$28,896	$45,974	$31,475	$52,820	$30,137	$44,445	$64,348	$41,479	$61,078	$58,352	$99,771	**$582,028**	**$581,750**	$278
Supplies and Materials	$16,330	$24,519	$27,483	$19,870	$19,409	$22,382	$27,887	$14,639	$19,505	$22,862	$16,276	$24,273	**$255,434**	**$279,300**	$-23,866
Capital Outlay	$0	$0	$0	$0	$0	$2,418	$0	$2,018	$0	$3,436	$2,139	$6,119	**$16,130**	**$25,000**	$-8,870
Other Objects	$122,191	$3,790	$10,323	$1,667	$2,042	$2,491	$1,456	$1,225	$1,475	$2,941	$476	$9,765	**$159,840**	**$188,250**	$-28,410
Transfers	$0	$0	$0	$0	$0	$80,061	$0	$0	$-28,822	$602	$196,579	$173,558	**$421,978**	**$450,000**	$-28,022
Other Uses of Funds	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**	**$5,930,545**	$-5,930,545
Total Expenses	**$260,092**	**$188,311**	**$431,733**	**$435,542**	**$491,284**	**$527,631**	**$446,007**	**$485,830**	**$418,637**	**$452,164**	**$666,823**	**$1,033,643**	**$5,837,697**	**$11,921,351**	**$-6,083,653**
Cash Flow Summary:															
Revenues (Cash In)	$787,995	$408,591	$470,872	$3,210	$906,473	$433,148	$422,321	$402,482	$422,629	$422,489	$410,845	$124,304	**$5,215,358**	**$5,721,351**	$-505,993
Expenses (Cash Out)	$260,092	$188,311	$431,733	$435,542	$491,284	$527,631	$446,007	$485,830	$418,637	$452,164	$666,823	$1,033,643	**$5,837,697**	**$11,921,351**	$-6,083,653
Net Cash Flow	**$527,903**	**$220,280**	**$39,139**	**-$432,332**	**$415,189**	**-$94,483**	**-$23,686**	**-$83,348**	**$3,992**	**-$29,675**	**-$255,978**	**-$909,339**	**-$622,339**	**-$6,200,000**	**$5,577,660**
Ending Fund Balance	**$7,171,532**	**$7,391,812**	**$7,430,951**	**$6,998,619**	**$7,413,808**	**$7,319,325**	**$7,295,639**	**$7,212,291**	**$7,216,283**	**$7,186,608**	**$6,930,630**	**$6,021,291**	**$6,021,291**	**$0**	

d. Athletics and Activities

Alsea School District

Athletic Director's Board Report

November 2026
Submitted by: Talon Sims, Athletic Director

1. High School Girls Basketball Coaching Update

Interviews for our high school girls basketball coaching positions were conducted on November 3 and 4. Following the interview process, our coaches have been selected for the 2026–2027 season. We look forward to moving into the upcoming season with our new coaching staff in place. High school basketball practices are scheduled to begin November 16.

2. High School Boys Wrestling Program

Our high school boys wrestling program has officially been approved by the Oregon School Activities Association (OSAA). Alsea will compete in Special District 1 (SD1) for the 2026–2027 season. This is an exciting opportunity to expand athletic offerings and provide additional opportunities for our student-athletes to participate in competitive athletics.

3. Wrestling Coaching Position

The hiring process for our new boys wrestling coach is currently underway. We anticipate completing the selection process and having a coach chosen by next week, allowing us to move forward with preparations for the upcoming season.

4. Middle School Basketball Scheduling

Middle school boys basketball is currently underway and will conclude before winter break. Middle school girls basketball will begin after winter break.

This staggered scheduling approach will help alleviate transportation demands and gym availability concerns. By separating the middle school boys and girls seasons, we can avoid having four basketball teams competing for limited gym space simultaneously, allowing for more consistent practice schedules and efficient use of district resources.

5. Fall Sports Academic Eligibility

Our fall sports grade-check process proved successful in encouraging student-athletes to prioritize their academic responsibilities. Regular grade monitoring helped motivate students to improve their academic performance and remain eligible for participation.

We are pleased to report that no student-athletes missed practices or competitions due to academic eligibility concerns during the fall season. This is a positive reflection of our student-athletes' efforts to balance their academic and athletic commitments.

Looking Ahead

As we transition from fall to winter athletics, our priorities remain focused on providing quality coaching, expanding participation opportunities, supporting academic success, and managing our facilities and resources effectively. We look forward to a successful winter sports season for our Alsea Wolverines.

e. Maintenance & Facilities

Facilities, Operations & Maintenance Board Report

November 2026

Maintenance Update

Grounds & Campus Improvements

- **Playground Phase I:** The main playground project is now fully completed.
- **Playground Phase II (Pending Approval):** Plans are in development for the next phase of the recreation area. This project will include installing a concrete pad for basketball hoops, surrounded by a 4-foot walking path circling the playground area. We are currently waiting on quotes from vendors to finalize the budget request.
- **Stage & Door Upgrades:** The new stage pads and door pads are finished and successfully installed. The final installation provides an aesthetic update to the space.

Facility Repairs & Infrastructure

- **Security & Gates:** Upgraded all perimeter gate latches. The standard residential horseshoe latches have been entirely replaced with heavy-duty commercial hardware for improved security and durability.
- **Kitchen Traffic Flow:** To relieve congestion, a new door will be cut into the kitchen wall during the upcoming Christmas break. This structural update will create a distinct entrance and exit to streamline traffic flow.

Fleet & Heavy Equipment

- **Kubota Tractor Maintenance:** Maintenance staff is currently rebuilding the front and rear axles of the Kubota tractor. This comprehensive overhaul includes replacing all bearings and seals to extend the operational life of the equipment.

Janitorial Services

- **Storage Reorganization:** Custodial staff is continuing to clean, sort, and organize the main storage area ("the swamp") as time permits between daily scheduled cleaning duties.

Transportation

- **Staffing Success:** KV now has a full staff of drivers, including a dedicated supervisor driver, which ensures stable route coverage.
- **Fleet Management:** We are still working through technical kinks and mechanical adjustments with the KV buses. Transportation Director Kelly is doing an excellent job managing the transition and keeping routes running smoothly.

f. LBLESD -
Nancy Griffith, LBLESD Assistant Superintendent
g. IMS Seismic October Report

Alsea School District
Construction Manager's Report

Report Date: November 3, 2026

GENERAL OVERVIEW

Alsea School was awarded a seismic grant for the West Classroom Wing in July which includes the library, basement team rooms and old boiler room. The agreement with the State was signed August 11. A design proposal was negotiated with ZCS and Soderstrom, the same team who designed the gym seismic upgrade two years ago, and design is progressing with a target completion date of early March 2027. Also, a CMGC RFP was issued in August and Todd Construction was awarded the contract. The next significant milestone is a detailed cost estimate from Todd using the 75% Design Development documents in mid-November. We worked with Todd and a special inspection firm in October to collect masonry wall samples, concrete wall cores and dig open footings that the design team need for existing structure assessments to complete their seismic calculations. The next significant milestone is a detailed cost estimate from Todd for the December Board meeting using the 75% Design Development documents in mid-November.

SCHEDULE

The design milestones are:

- Kick-Off Meeting 8/27/26
- Schematic design for initial scope review and refinement 10/9/26
- 75% Design Development documents for review and initial cost estimate 11/16/26
- 100% Design Development for estimate and scope adjustment 12/21/26
- 50% Construction Documents for final review 1/26/27
- 100% Construction Documents issued for bidding and permitting 3/2/27

Permits are expected to be issued in early May and we hope to begin construction in the non-occupied areas (boiler room and basement team rooms) if this doesn't disrupt classes.

Construction in the west classroom wing and library will begin June 14 when school is out. The construction completion date is August 27, 2027.

INTEGRITY MANAGEMENT SOLUTIONS LLC
18525 Van Horn Road, Alsea, Oregon 97324
(541) 452-1919 (541) 760-5885

BUDGET

The master budget for the project is shown below. Design fees have been committed as have the pre-construction consulting from the Geotech Engineer, material testing lab, and hazardous material surveyor. Our goal is to keep construction under the $1.8M budget established with the grant application.

New committed costs in October were $7.5k for Todd Construction and FEI, the special inspector, to collect and analyze masonry samples required for design.

Alsea School West Wing Seismic Project Budget Summary - Updated November 2, 2026

Income

	Original Budget	Current Budget	Actual Income To-Date	Notes
Seismic Grant	$ 2,493,200.00	$ 2,493,200.00	$ -	Grant agreement signed 8/11/26
Additional Funds	$ -	$ -	$ -	
Totals	**$ 2,493,200.00**	**$ 2,493,200.00**	**$ -**	

Expenses

	Original Budget	Current Budget	Committed Costs	Paid To-Date	Notes
Construction Cost	$ 1,800,000.00	$ 1,800,000.00	$ 29,198.00	$ -	Costs for construction contractors
Design Fees	$ 280,000.00	$ 259,300.00	$ 259,300.00	$ 44,375.00	Fees for architect & engineer
Consultant Fees	$ 60,000.00	$ 60,000.00	$ 24,708.54	$ 21,033.69	Fees for geotech, matl testing and special inspections
Project Management	$ 95,000.00	$ 95,000.00	$ 95,000.00	$ 15,112.69	IMS not-to-exceed fee
Permits & Fees	$ 60,000.00	$ 60,000.00	$ 698.83	$ 698.83	Jurisdiction fees, BR insurance, BOLI
Other Project Costs	$ 5,000.00	$ 5,000.00	$ -	$ -	Advertsing & other miscellaneous
Owner's Contingency	$ 193,200.00	$ 213,900.00	NA	NA	For unforeseen costs based on available funds
Totals	**$ 2,493,200.00**	**$ 2,493,200.00**	**$ 408,905.37**	**$ 81,220.21**	

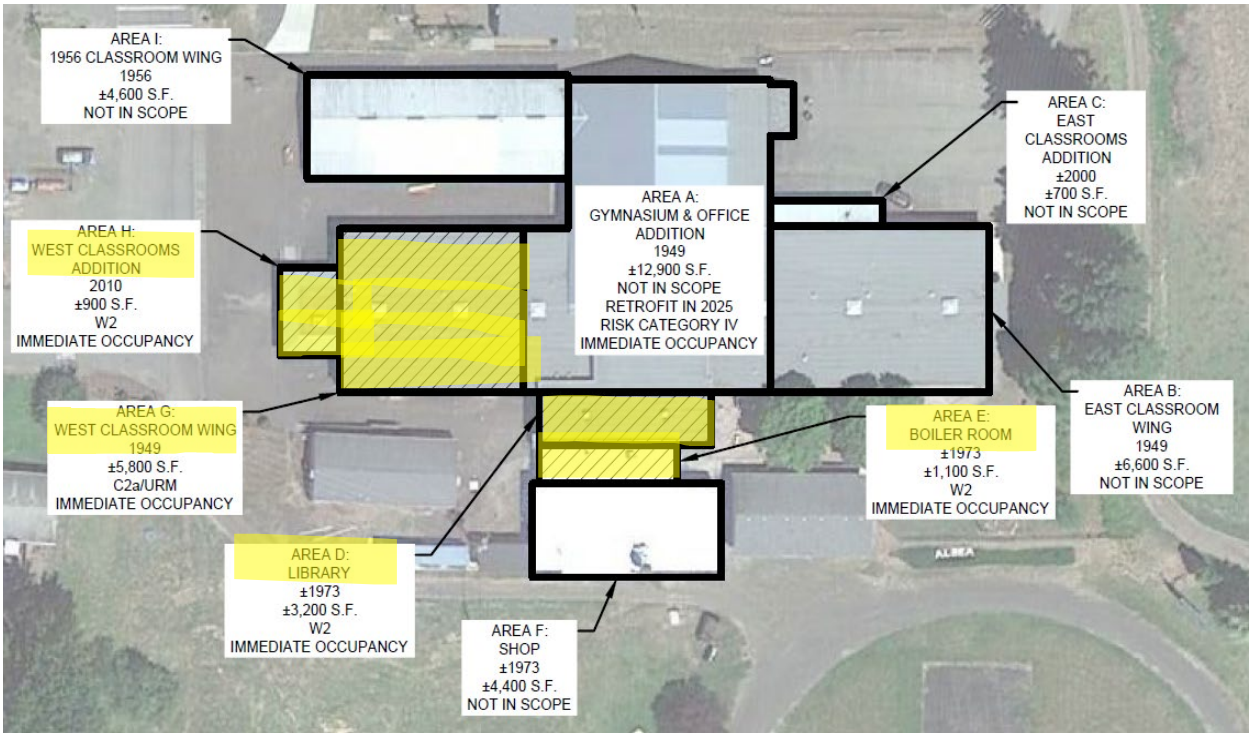
COMMUNICATIONS

IMS status reports will be provided to the Superintendent and School Board on a monthly basis. We'll also attend Board meetings as there are significant contract or budget items to discuss and/or upon request.

PROJECT-SPECIFIC ACTIVITY

Design

The areas of the school included in this project are highlighted in yellow in the site plan below. Roof replacement in the highlighted areas is included in the project scope.


AREA I:
1956 CLASSROOM WING
1956
±4,600 S.F.
NOT IN SCOPE
AREA H:
WEST CLASSROOMS
ADDITION
2010
±900 S.F.
W2
IMMEDIATE OCCUPANCY
AREA G:
WEST CLASSROOM WING
1949
±5,800 S.F.
C2a/URM
IMMEDIATE OCCUPANCY
AREA D:
LIBRARY
±1973
±3,200 S.F.
W2
IMMEDIATE OCCUPANCY
AREA F:
SHOP
±1973
±4,400 S.F.
NOT IN SCOPE
AREA A:
GYMNASIUM & OFFICE
ADDITION
1949
±12,900 S.F.
NOT IN SCOPE
RETROFIT IN 2025
RISK CATEGORY IV
IMMEDIATE OCCUPANCY
AREA C:
EAST
CLASSROOMS
ADDITION
±2000
±700 S.F.
NOT IN SCOPE
AREA E:
BOILER ROOM
±1973
±1,100 S.F.
W2
IMMEDIATE OCCUPANCY
AREA B:
EAST CLASSROOM
WING
1949
±6,600 S.F.
NOT IN SCOPE

5. **New Business**

a. Board Vacancy Interim Selection

Dear Alsea School Board Members,

My name is Ashlee Olsen, and I am writing to express my interest in being considered for the open position on the Alsea School Board. My desire to serve comes from a genuine commitment to the Alsea community and a strong belief in its future. I want to see Alsea thrive, grow, and continue to be a place where families feel supported, young people have opportunities to succeed, and community members work together toward a shared vision for the future.

As the Program/Site Director at the Alsea Center, I have the privilege of serving our community, building meaningful relationships, and creating opportunities that bring people together. Through my professional experience, I have worked closely with schools and understand the value of collaboration between educators, families, community organizations, and local leadership in supporting students and strengthening communities.

One of my most meaningful experiences has been creating and running a Youth Action Council. This experience allowed me to support young people in developing leadership skills, finding their voices, sharing their ideas, and becoming actively involved in their community. It reinforced my belief that young people deserve to be heard, valued, and given opportunities to help shape their futures. I believe investing in our youth is an important part of building a stronger Alsea for generations to come.

I see our schools as an essential part of the heart of our community. When we support our students, families, and educators, we invest in the future of Alsea as a whole. I want to help foster strong relationships between our schools and the community, listen to the needs and perspectives of others, and support an environment where students have the opportunities and resources they need to succeed.

I also recognize that a strong community includes people with different experiences, perspectives, and opinions. I value the opportunity to listen to viewpoints different from my own, approach difficult conversations with respect, and work collaboratively toward common goals. I believe effective leadership is not about everyone agreeing on everything, but about being willing to listen, learn from one another, and make thoughtful decisions with the greater good in mind. As a school board member, I would strive to build trust, encourage open communication, and work respectfully with fellow board members, educators, families, and community members, even when we disagree.

If given the opportunity to serve on the school board, I would bring a community-focused perspective, a willingness to listen and learn, and a commitment to collaboration, integrity, and open communication. I understand that serving on a school board carries an important responsibility, and I would approach the role thoughtfully, keeping the best interests of students and the long-term well-being of the Alsea community in mind.

Thank you for your time and consideration. I welcome the opportunity to serve the Alsea School District and contribute to the future of our community.

Sincerely,

Ashlee Olsen

Ryan Gene VanLeuven

[redacted]

Alsea School Board,

I have called Alsea my home for most of my life. I came to Alsea when I was in 4th grade, graduated High School in 2001 and have built my family home here. I have enjoyed watching my kids attend school, be part of a great learning environment, build relationships with teachers and other staff members and succeed in the sports they play.

Having two children in the Alsea School District compels me to once again become more involved in the present and future of student education. Roughly 4 years ago I had the opportunity to fill in a vacancy and even though it was rough at times, it was rewarding to help the school and I feel I could be a good candidate to fill that gap again.

While serving before, I completed OSBA training and was part of rebuilding the personnel and financial structure of the school. With my construction background, I was also appointed to work closely with the Project Managers for the Bond Project.

I have been volunteering for the Alsea Rural Fire District for the last 20+ years and have taken part in many fire board meetings. As Fire Chief, it is my responsibility to manage volunteers, engage with the community and surrounding fire districts in a positive and safe manner. This role involves listening to all sides and finding common ground for the better of the community.

Alsea is my home and as a parent and community member, I want to see the Alsea School District succeed. I want to join the board to help support the staff in ways that benefit our student's education.

Thank you for your consideration and I look forward to hearing from you.

Ryan VanLeuven

Dear Members of the Alsea School Board,

I am writing to formally express my interest in the open Position 5 seat on the Alsea School Board. Alsea School District has been an incredibly important part of my life for many years, not only as a former employee, but as a parent and someone who genuinely cares about this school, its staff, its students, and the community it serves.

During my eight years with Alsea School District, I had the opportunity to serve in several different roles, including Administrative Assistant and Head Office Manager, District Registrar, Purchasing Assistant, Nurse's Assistant, Athletic Secretary, and High School Athletic Director. Wearing so many different hats gave me a unique perspective on how a school district operates and, more importantly, how the decisions made at the district level ultimately affect the students sitting in our classrooms every day.

My time with the district allowed me to work closely with administrators, teachers, classified staff, coaches, parents, students, community members, and outside organizations. I managed confidential records, purchasing and finances, student registration, athletics, scheduling, compliance requirements, facilities, and countless day to day situations that required me to think quickly, communicate clearly, and find solutions. Serving as Athletic Director also gave me the opportunity to lead programs, manage budgets and schedules, navigate state requirements, advocate for students, and make difficult decisions while keeping fairness and the best interests of our kids at the center.

Since leaving Alsea School District, I have continued to grow professionally in my current position as the Accounts Payable and Human Resources Specialist with Milestones Recovery. In this role, I work with financial operations, accounts payable, payroll related matters, employee benefits, human resources processes, confidential personnel information, policy interpretation, and compliance. This position has strengthened my understanding of the financial and personnel side of an organization and has required an even greater level of discretion, accountability, accuracy, and sound decision making. I believe combining those skills with my years of firsthand experience within Alsea School District would allow me to bring a well rounded and practical perspective to the Board.

But I believe one of my greatest qualifications for this position is simply that I know Alsea.

I know what makes this district special. I know the incredible things that can happen when our staff, families, administration, and community work together. I also understand some of the challenges that come with being a small, rural district where resources can be limited and people are often asked to wear more than one hat. Having been one of those people for many years, I understand the importance of listening to the individuals doing the work every day and making thoughtful decisions that are realistic, responsible, and focused on students.

I certainly do not believe that having worked for the district means I have all the answers. If anything, my experience has taught me how important it is to ask questions, listen to different perspectives, and be willing to learn. A school board member's responsibility is different from

that of a district employee, and I would approach that responsibility with respect, humility, transparency, and an understanding that decisions must be made for the district as a whole.

My connection to Alsea did not end when my employment with the district did. This school and this community still matter deeply to me. As a parent, I want what I believe every parent wants. I want to know that when we send our children through those doors, they are entering a place where they are safe, supported, challenged, valued, and given every opportunity possible to succeed.

I would be honored to bring my experience, my continued professional growth, my knowledge of the district, my willingness to ask hard questions, and my genuine love for this community to Position 5. I am eager to help Alsea School District continue growing and becoming the best possible place for our children to learn, our staff to work, and our community to be proud of.

Thank you for considering my interest in serving on the Alsea School Board. It would truly be a privilege to once again serve a district and community that have meant so much to me and my family.

Sincerely,

Nicole Davis

Dear Alsea School Board,

I am writing to express my interest in the position on the Alsea School Board. As a committed member of our community and a passionate advocate for education, I believe I can contribute positively to our school district.

I have ten years of experience in the education and community service fields, which has equipped me with a deep understanding of the challenges and opportunities within our educational system. My background in community engagement, data analysis, and curriculum building has provided me with insight into how we can enhance educational outcomes for all students.

Throughout my career, I have had the opportunity to engage with diverse groups of individuals, and I understand the importance of listening and valuing different perspectives. I approach discussions with an open mind, striving to create an environment where all voices are heard and respected. This commitment to respectful dialogue has allowed me to bridge gaps and build consensus among individuals with varied viewpoints.

As a member of the school board, I would prioritize open communication and collaboration, ensuring that all stakeholders—parents, teachers, and community members—feel valued and included in the decision-making process. I believe that by fostering an atmosphere of mutual respect, we can work together to address the challenges our schools face and develop innovative solutions that benefit our students.

I am excited about the possibility of serving on the board and am committed to dedicating my time and energy to advance our district's goals. Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the important work of the Alsea School Board.

Sincerely,

Raven Rose



b. Monroe Baseball/Softball Co-Op
c. OSBA Bylaws Resolution

Resolution to Amend the 2024 OSBA Bylaws

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

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

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

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

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

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

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

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

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

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

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

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

Submitted by: OSBA Board of Directors

OREGON SCHOOL BOARDS ASSOCIATION

BYLAWS

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

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

SECTION 1 PURPOSE

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 2 MEMBERS

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

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

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

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

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

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

2.4 Voting Power.

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

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

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

2.6 Regional Election of Directors and LPC Members.

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

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

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

2.6.3 Regional elections shall be determined by a majority of votes cast by members within the region.

2.7 Modification of Regions. A formal review of the regional organizations described in Section 2.6.1 shall be conducted by the board of directors at least every ~~three~~five years commencing with 2017. Any recommended changes to the regional organization shall be submitted to the members in the form of a resolution in accordance with the provisions of Section 2.5.

2.8 Annual Meetings. ~~An annual meeting of members shall be held in November of each year unless a different date or time is fixed by the board of directors and stated in the notice of the meeting. Failure to hold an annual meeting on the stated date shall not affect the validity of any corporate action. At the annual meeting,~~ An annual meeting of members will be held each calendar year on a date and time and in a manner fixed by the board of directors and stated in the notice of the meeting. At the annual meeting, the president and secretary-treasurer of the board of directors

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

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

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

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

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

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

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

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

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

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

SECTION 3 DIRECTORS

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

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

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

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

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

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

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

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

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

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

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

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

3.5.2 Regional Election.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

3.19 **Director Conflict of Interest.** The Association shall maintain a Conflict of Interest policy, the terms of which comply with ORS 65.361 and ORS Chapter 244. The board of directors shall annually review and notify the directors of the current Conflict of Interest policy.

SECTION 4 COMMITTEES AND CAUCUS~~ES~~ COUNCIL

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

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

5.2 **Appointment.** The board of directors shall elect officers by majority vote prior to the November member meeting. In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes is elected.

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

5.4 **Term of Office.** Officer terms are one calendar year. No officer, except the secretary-treasurer, shall serve two consecutive terms in the same office, unless the director completes the term of another officer who was unable to complete their term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms. If an officer's position on the board is up for reelection by their region or redesignation by the Caucus Council, the officer must be reelected by their region or redesignated by the Caucus Council to continue serving in their officer position unless the officer position is the immediate past president. ~~Caucus Council directors serving in officer positions must continue to be recommended by the Caucus Council in accordance with their operating procedures.~~

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

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

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

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

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

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

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

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

SECTION 6 NONDISCRIMINATION

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

SECTION 7 OSBA PROPERTY AND CASUALTY FOR EDUCATION TRUST

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

SECTION 8 GENERAL PROVISIONS

8.1 Amendment of Bylaws.

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

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

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

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

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

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

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

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

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

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

8.6 Execution of Documents. The board of directors may, except as otherwise provided in these bylaws, authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Unless so authorized by the board of directors, no officer, agent, or employee shall have any power

or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or for any amount.

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

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

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

* * * * *

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 15, 2024. The original bylaws were duly adopted by the Board of Directors of OSBA on September 15, 2017, and approved by the membership on December 15, 2017, then amended and adopted on December 14, 2018; December 15, 2023; December 15, 2024.

d. Resolution to move funds

Alsea School District 7J

School Board Meeting
2027-004 Supplemental Budget Approval for 2026-27

Discussion:

The purpose of this resolution is to strategically allocate a portion of the district's reserves into designated Special Revenue Funds for specific long-term needs. These funds will be used to support instructional resources and programs, technology replacement and upgrades, facility maintenance, repairs, and improvements. Establishing these dedicated funds allows us to plan for anticipated expenses, replace aging equipment and infrastructure, and protect essential student programs from unexpected budget fluctuations.

With declining enrollment trends and continued uncertainty in the future state funding, this approach provides greater transparency, accountability, and intentional financial planning. Rather than relying on reserves to cover ongoing operational expenses, we are setting aside resources for clearly defined priorities that will help sustain district operations and maintain the quality of education and services we provide to students. Our goal is to make responsible financial decisions today that position Alsea School District for long-term stability.

Per ORS 294.471 (1)(a) this was not ascertained when preparing the original budget so a supplemental budget to transfer funds is requested.

Recommendation:

It is recommended that the School Board approve resolution 2027-004 to adopt the Supplemental Budget to transfer funds from the general fund into three separate restricted reserve funds.

2027-004 ADOPT 2026 – 27 SUPPLEMENTAL BUDGET AND ADJUST APPROPRIATIONS

BE IT RESOLVED that the Board of Directors for Alsea School District 7J hereby adopts the Supplemental Budget for the 2026-27 fiscal year in the amounts listed below:

- Fund 292 – Maintenance Reserve: Accumulate funds for maintenance, repairs, improvements, and replacement of district facilities and building systems.
- Fund 293 – Technology Reserve: Accumulate funds for the purchase, replacement, and upgrades of district technology equipment and infrastructure.
- Fund 294 – Textbook Reserve: Accumulate funds for the purchase and replacement of textbooks and adopted instructional materials.

Transfer of funds

General Fund 5200	$1,000,000

Resources:

292.5200 Interfund Transfer – Maintenance Reserve	$ 500,000
293.5200 Interfund Transfer – Technology Reserve	$ 250,000
294.5200 Interfund Transfer – Textbook Reserve	$ 250,000
	$1,000,000

The above resolution statement approved and declared adopted on _____

Date

_____

School Board Chair Signature

e. Enrollment and Budgetary Considerations
f. District Achievement Update
6. **Old Business**
7. **First Reading *(Shaded words are new/strikethroughs are deleted)**
8. **Second Reading**
9. **Board Comments**
10. **Future Agenda Items**
11. **Key Dates**

November 11 - Veterans Day, No School
November 25–26 - Thanksgiving Break, No School
December 14 - Regular School Board Meeting, 6:00 PM